



सत्येन्द्र नाथ बसु राष्ट्रीय मौलिक विज्ञान केन्द्र
SATYENDRA NATH BOSE NATIONAL
CENTRE FOR BASIC SCIENCES
সত্যেন্দ্র নাথ বসু জাতীয় মৌল বিজ্ঞান কেন্দ্র

SNB/ENGG/NIQ/ AMC 500 & 320 KVA DG SETS/21-22/15/ 891

Date: 24.02.2022

NOTICE INVITING QUOTATION

Name of the Work: "Condition monitoring of 500 KVA & 320 KVA D.G. sets by authorized service agency of Greaves Cotton Ltd. (Engine manufacturers)".

The Centre is pleased to enclose herewith a copy of schedule of item along with terms & conditions in connection with the above mentioned work and in case you are interested in the job, you may quote your competitive and justified rate both in figure as well as in words as per the schedule attached and submit the same complete in all respect with signature on the each page of the terms & conditions, in a sealed cover addressed to the undersigned so as to reach within 5.00 p.m. on.....10th March,.....2022 positively.

Period of Contract: The period of contract will be for a period of three (03) years. The quoted rate/price shall remain valid for 90 days from the due date of submission of quotation.

Please note that the Centre reserves the right to reject any or all tenders/quotations without assigning any reason thereof.

Interested agencies may download quotation documents from the Centre's Official website <http://newweb.bose.res.in/InfoAnnouncements/Tender.jsp> and submit the same within the stipulated date.

Yours sincerely,

Shohini Majumdar
24.2.2022
Shohini Majumdar
Registrar

Enclosure: General Conditions of Contract & Bill of Quantity.

CC:

1. DR (F)
2. DR (Admin.)
3. Notice Board
4. Central Registry

ब्लॉक - जे.डी., सेक्टर - III, सॉल्ट लेक, कोलकाता- 700 106 / Block - JD, Sector - III, Salt Lake, Kolkata - 700 106

दूरभाष / Phones : (00) 91 - (0) 33 - 2335 5706-8, 2335 3057 / 61, 2335 0312 / 1313

टेलीफैक्स / TELEFAX : +91 -33-2335 3477 / 2335 1364 / 2335 9176

वेबसाइट / Website: <http://www.bose.res.in>

भारत सरकार के विज्ञान एवं प्रौद्योगिकी विभाग के अंतर्गत एक स्वायत्त संस्थान

AN AUTONOMOUS INSTITUTE UNDER DEPARTMENT OF SCIENCE & TECHNOLOGY, GOVERNMENT OF INDIA

A. Interpretation

In construing these conditions, the specifications, the schedule of quantities, tender and agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires:

The Centre: The term Centre shall denote Satyendra Nath Bose National Centre for Basic Sciences, Block –JD, Sector-III, Salt Lake, Kolkata-700106 or any of its employees /representatives authorised on their behalf.

Engineer-in-Charge (EIC): Mean the person being the HOD of Engineering Section to whom the Site Engineers report.

Site Engineer: The term Site Engineer shall mean the person/s appointed and paid by the Centre to superintendent the work.

The Contractor: The Contractor shall mean the individual or individuals, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.

Site: The site shall mean the site where the works are to be executed in the campus.

Drawing: The work is to be carried out in accordance with the schedule of quantities and instructions etc. which may be given by the Engineer-in-charge on behalf of Centre during the entire period of contract of the work. In case any detailed are necessary, the contractor shall prepare such detailed and have it confirmed by the Centre prior to taking up such work.

The Work: The Work shall mean the work or works to be executed under this contract.

The Bill of Quantities: The Bill of Quantities' shall mean the schedule of quantities as specified and forming part of this contract.

Price Schedule of Quantities shall mean the schedule of quantities duly priced with the accepted quoted rates of the contractor.

The **Bid/Tender** shall mean the proposal /offer along with the supporting documents, submitted by the bidder for consideration by the Centre.

The **Bid/Quotation document** shall mean the documents issued by the Centre to prospective bidders, containing various terms and conditions, scope of work, any requirements etc. or generally laid and in various sections spelling out the basis, procedure, modes, methods and formalities of the bidder to prepare their BIDs for submission to the Centre. The BID documents shall include the invitation to BID, instructions, proposal forms and all addenda/corrigenda/amendments issued by the Centre.

The **Contract** means the documents forming the tender and acceptance thereof and the formal agreement executed between the Competent Authority of the Centre and the contractor, together with the documents referred to therein including these conditions, the specification, designs, drawings and instructions issued from time to time by the Engineer-in-charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.

The **Work Order** means the letter by which the contractor is informed to commence the work after handing over the site by the Centre.



Tender value means the value of the entire work as stipulated in the letter of acceptance/award.

The **Month** shall mean the calendar month according to the Christian calendar. **Day** unless herein expressly defined otherwise shall mean Christian calendar day of 24 hours.

The **EIC** shall mean the Engineer-in-Charge.



GENERAL TERMS AND CONDITIONS

1. **Scope of Work:** The details of "scope of work" along with Terms & Conditions for Annual Maintenance Contract is stipulated at **Annexure-A**.
2. **The agency must be an "Authorised Service Provider of OEM" for a period of three years.**
3. **Period of Contract:**
Contract period of the said work is for a period of three (03) years. However the contract will be renewed after every year subject to satisfactory service/operation of the DG sets.
4. **Earnest Money:**
Earnest Money deposit (EMD) of **Rs.1100/-** (Rupees One Thousand One Hundred Only) is required to be submitted in Demand Draft/ Bankers Cheque by the tenderer with the quotation. The Demand Draft/Bankers Cheque must be issued in favour of "S N Bose National Centre for Basic Sciences, Salt Lake, Sector-III, Block-JD, kolkata-700106"/ copy of valid MSME certificate. EMD deposited by the unsuccessful tenderer will be refunded by way of handing over the original Demand Draft/ Bankers Cheque duly endorsed by the Competent Authority of the Centre. The Earnest Money of the Successful tenderer will also be refunded after issuing of Work Order/LOA. Under any circumstances, SNBNCBS will not be liable to pay any interest on the EMD.
5. **Security Deposit: No Security Deposit has to be deposited.**
6. **Price:**
The price quoted by the party will include the cost of labour, transportation, handling, over head and all other taxes including GST which will be paid as per prevailing statutory provision. It may, however be noted that the contract will be renewed each year, subject to satisfactory performance to be certified by the concerned section.
7. **Working Hours:**
Working hours on other days of the week shall be from 9:00 a.m. to 6:00 p.m.
8. **Cancellation of Work:**
The Centre reserved its right to cancel the work order or to terminate the contract at any time after giving due notice without assigning any reason thereof. The contractor will not be entitled to claim any compensation against such cancellation of work order or termination. However, while terminating the contract, if any payment is due to the contractor for the work already performed in terms of the contract, these would be paid after certification of the bill by the concerned department as per the contract terms.
9. **Payment:**
The payment will be made only on half yearly basis after satisfactory service and against submission of bill and service reports/log books duly verified by the authorized representative of the Centre.
10. **Clearing site on completion:**
Not Applicable
11. **Statutory deduction under Income Tax/ GST:**
The Statutory deduction of income tax, Labour Welfare Cess (If applicable), GST TDS etc. shall be made all interim and final payments as per Income Tax Act and Rules and GST act and Rule. The rate of GST mentioned in the BOQ is as per present rule. In case of any



variation (+ / -) as per statutory notification, the same will be applicable at the time of making payment.

12. Brief Specification:

The work shall be carried out as per schedule of items of work and direction of the Engineer-in-charge.

13. Superintendence of Supervision:

The Contractor shall give all necessary personal Superintendence during the entire period of contract of the work and this obligation and liability will continue (a) till completion of the work and (b) thereafter expiration of defects liability.

14. Failure by Contractors to comply with Owner's Instruction:

The quantities shown in the schedule of quantities are tentative. The Owner reserves the right to execute only a part or the whole or any excess of the work thereof without assigning any reason.

15. Tenderer shall visit the site:

Intending quotation shall visit the site and make himself/herself thoroughly acquainted with the local site condition, nature and requirements of the works, facilities of transport condition, effective labours and materials, access and storage for materials and removal of rubbish.

16. Contractor to provide everything necessary:

The Contractor shall provide everything necessary for the proper execution of the work according to the intent and as per instruction of EIC and making sure that the day to day working of the Centre is not hampered.

17. Defects after Completion:

Not Applicable.

18. Escalation:

The rate of maintenance contract is fixed and firm during the entire period of contract and no escalation of price is admissible during this period. Taxes will be paid extra as applicable.

19. Validity of Quotation:

The contractor shall note that his quotation shall remain open for consideration for a period of 90 days from the due date of submission of quotation.

20. Labour & Payment of Wages to Labour:

No labour below the age of 18 (eighteen) years shall be employed on the work. The contractor shall pay to labour employed by him wages not less than fair wages as per provision of the Contract Labour Act, 1970 & 1971 whichever is applicable.

21. Completion of Time:

The work should be started from the date of handing over of site or 10 days of issuance of work order whichever is later.

22. Termination of Contract:

If the tenderer goes into liquidation or shall fails to proceed the progress of work to the satisfaction of the Engineer-in-Charge, the Centre shall have right to terminate the Contract.

The S.N. National Centre for Basic Sciences reserves its right to terminate the maintenance contract at any time after giving two months (60 days) written notice without



assigning any reason. The contractor will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the contractor for maintenance service already performed in terms of the contract, these would be paid to the contractor after certification of the bill by the concern department as per the contract term.

Service/Maintenance personnel shall conduct routine inspection/monitoring of the elevator and service reports are required to be submitted to the Centre periodically.

Service/Maintenance personnel shall attend any trouble of the DG sets within two hours on reporting.

23. Compensation for Delay:

Not Applicable.

24. Dispute:

Any dispute, difference, question or disagreement or matter whatsoever, hereafter arises between the parties, as to the meaning, operation or effect of the contract or out or relating to the contract or breach thereof, shall be mutually resolved by the parties involved and the decision of the Centre in the matter will be final and binding.

25. Arbitration:

Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement or matter whatsoever, shall, before and after extended period, hereafter arises between the parties, as to the meaning, operation or effect of the contract or out or relating to the contract or breach thereof, shall be referred to sole Arbitrator to be appointed by the Director of the Centre at the time of dispute.

It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation or arbitration under the clause.

It is a term of the contract that the cost of arbitration will be borne by the parties themselves equally.

The venue of arbitration shall be in Kolkata and the Kolkata court shall have exclusive jurisdiction.

Subject as to aforesaid the provisions of the Arbitration and Conciliation Act 1996 and any statutory modification or re-enactment thereof rules made hereunder and for the time being in force shall apply to the arbitration proceeding under this clause.

26. Extension of Time:

Not Applicable.

27. Variation / Deviation:

Not Applicable.

28. Action when whole of Security Deposit is forfeited:

Not Applicable.

29. Force Majeure:

Contractor shall not be considered in default in delay in work occurs due to causes beyond his control such as acts of God, natural calamities, civil wars, fire, strike, frost, floods, riot and acts of unsurpassed power. Only those causes which have duration of more than seven (7) days shall be considered cause of force majeure. A notification to this effect duly certified by the statutory authorities shall be given by the contractor to the Centre within 10



days from the date of such Force Majeure condition by registered letter. In the event of delay due to such causes, the work schedule/completion time will be extended for a length

of time equal to the period of force majeure or at the option of the Centre the order may be cancelled. Such cancellation would be without any liability whatsoever on the part of the Centre. In the event of such cancellation, the contractor shall refund any amount advanced or paid

to them, by the Centre and deliver back any materials issued to them by the Centre and release facilities, if any, provided by the Centre.

The bidder will be solely responsible for any fatal / non fatal accident which occurs to their person during execution of work.

30. Safety:

- (a) The Contractor shall maintain all the safety security of men and materials and Properties of the Centre as per Provision relevant safety code.
- (b) The Contractor and his all workmen should follow all Covid-19 norms including wearing mask, maintaining social distancing etc. as per orders from Govt. from time to time. They are also required to get vaccinated against Covid-19 pandemic for seeking entry in the Campus.

31. New Entrant:

The agencies who have not done any work satisfactorily in the Centre in the past 5 years or not registered, may be asked to submit documents in support of their credentials in support of their past experience in any Govt. dept. / PSU, Local or Statutory Body or a highly reputed Private Organization and failure to submit such satisfactory document might debar the agency's bid from opening.

32. Declaration:

I/We have inspected the site of works and have made me/us fully acquainted with the local conditions in and around the sites of works. I/We hereby declare that

(A) I/We have gone through the conditions laid down in the General Conditions of Quotation, along with a) Interpretation, b) Scope of Work, c) Terms and Conditions and d) the BOQ and well understood the requirements for this work.

(B) I/We confirm of having adequate experience for similar work in one of the Govt. Organization/PSU/Autonomous Body and the Centre reserves the right to seek relevant and valid documents before finalization of the tender and if found non-acceptable, my/our offer will be liable for rejection and Centre's decision in this regard will be final and binding on me/us.

(C) I/we have quoted our rates on the basis of the description of the items mentioned in the schedule of quantities and the terms and conditions attached with the quotation documents.

(D) I/We shall also uniformly maintain such progress with the work, as may be directed by the Centre to ensure completion of same within the target date as mentioned in the quotation document.

Signature of Tenderer

Address:

Date: _____



ANNEXURE-A

Terms & Conditions for Annual Maintenance Contract

- 1) The AMC will be non-comprehensive in nature. The service contract covers only the service charges of Engines, any consumable item such as cotton waste, Kerosine, Diesel, Lubricating Oil, Grease of any other item required during servicing will have to be provided by the Centre.
- 2) We will assist your Service Engineer/Technical Representative by providing skilled/semi skilled workers to helping if servicing of Engines are carried out.
- 3) Any spare parts which are to be required for smooth/trouble free running of the Engines will be charged extra as per M/s. Greaves Cotton Limited's (OEM) current price list. Your Engineer will fit only genuine spare parts purchased from you.
- 4) Complete overhauling or top overhauling of the Engines and Electrical items like Alternator & Control Panel etc. are not covered under this Service Contract, and this will be carrying out if required at an extra cost.
- 5) Apart from AMC additional visits, if any, would be settled either at extra cost or against AMC visit of your Service Engineer depending upon the situation and circumstances.
- 6) Repairing of spares of the Engine/Alternator and control panel, if required can be carried out mutual agreement between us and repairing charges with cost of required spares, in this connection, will be borne by you.
- 7) During each visit under this contract your service representative shall carry out normal routine maintenance work as detailed below:
 - (i) Drain the lubricating oil sump, clean sump and strainer with filter gauge.
 - (ii) Renew Lubricating Oil Filter Element.
 - (iii) Refill the sump with new Oil and Prime the Lubricating Oil system.
 - (iv) Check & adjust Fan Belt Tension.
 - (v) Check & adjust Tapper Clearance.
 - (vi) Check and Tighten Engine Breather cap screws
 - (vii) Clean Air Filter.
 - (viii) Check the static of gauges
 - (ix) Inspect the Engine for loose external Nuts, Bolts, Screws, Unions, Guards etc. and tighten if necessary.
 - (x) Check for Oil Leakage and take remedial action.
 - (xi) Clean the Diesel Filter and replace if necessary and Prime the Fuel Pipeline.
- 8) Your Service Engineer will inspect once in a month on predetermined date fixed by us with your consent. On completion of the job during each visit the Service Representative should submit a Service Report which will be countersigned by our Maintenance Engineer as a token of having attended our Engine.
- 9) During Inspection, if Service Representative finds a defect which cannot be rectified in a short period the Engine should be made available to you on a date intimated.
- 10) You will take every care to see that the Engine gives the satisfactory services/performances during the course of the contract period. We shall follow the advice of your service Engineer with regard to replacement of required parts as and when required.



SCHEDULE OF WORKS

Name of work: Condition monitoring of 500 KVA & 320 KVA D.G. sets by authorized service agency of Greaves Cotton Ltd. (Engine manufacturers).

Sl. No.	Description	Qty.	Contract Period		Rate Rs. (Per Month)	Amount In Words	Amount Rs. (For 12 Month)
			From	To			
1.	A) Service charges for Annual maintenance contract for Greaves make 500 KVA TBD4IV12 engine at the Centre. B) Service charges for Annual maintenance contract for Caterpillar make 320 KVA DIT3304 engine at the Centre.	For 02 Nos. D.G. set	01.04.22	31.03.23			
2.	Do	Do	01.04.23	31.03.24			
3.	Do	Do	01.04.24	31.03.25			
	Total for 12 Month/Year						
	Add GST @ 18%						
	Net Total						

Amount in words:

Note:

1. The Quoted Price is inclusive of all taxes.
2. The Quoted Price shall remain firm during the Contract period and any extension thereof.



Signature of Tenderer with Seal