

# **ALLAHABAD UP GRAMIN BANK**

Invite

TENDER DOCUMENT

FOR

HIRING OF 140 KVA DG SET

AT

ALLAHABAD U P GRAMIN BANK,  
HO: D.M. COLONY, BANDA-210001

HEAD OFFICE,

Property and I.T. Department

Civil Lines

BANDA - 210 001

TEL: (05192) - 221096, 220109

Extn.239

<b>Bid Details – Hiring of 140 KVA Diesel Generator Set to be installed at Allahabad U P Gramin Bank HO: D.M. Colony Civil Lines BANDA -210001.</b>		
1.	Date of commencement of Bidding Process.	<b>09.04.2013</b>
2.	Last date and time for availability of Bidding Documents	<b>30.04.2013</b>
3.	Last date and time for receipt of queries from vendors for Clarifications	<b>24.04.2013</b>
4.	Last date and time submission	<b>01.05.2013 at 3.00 P.M.</b>
5.	Date and Time of Opening of Technical Bid	<b>02.05.2013 at 1.00 P.M.</b>
6.	Date and Time of Opening of Commercial Bid	<b>03.05.2013 at 1.00 P.M.</b>
7.	Place of opening of Bids	<b>Allahabad U P Gramin Bank D.M.Colony,Civil Lines-Banda PIN 210 001</b>
8.	Address for communication	<b>Allahabad U P Gramin Bank D.M.Colony,Civil Lines-Banda PIN 210 001</b>
9.	EMD	<b>Rs.5000.00</b>

ALLAHABAD U P GRAMIN BANK

PROPERTY & I.T. DEPTT..

H.O. D.M. COLONY,CIVIL LINES.

BANDA 210 001

NOTICE INVITING TENDER FOR HIRING OF 140 KVA DG SET

Allahabad U P Gramin Bank, HO Civil Lines, BANDA invites sealed tender in two-part from bonafide & resourceful owners and suppliers of Diesel Generating Sets of 140 KVA capacity, on hire basis. The required D.G. Set should be capable of supplying continuous power of at least 90% of rated output at the frequency of 50 Hz, to Bank's installations/equipments during power failure/load shedding at any point of time, as per requirement of the Bank.

**Eligibility Criteria :**

1. The bidder firm should be a Proprietor/Partnership/Pvt Ltd company incorporated in India & should have set up and rental facilities of DG sets available in Uttar Pradesh. Preference will be given to those parties who are having their set up in Banda
2. The bidder firm should have successfully and satisfactorily executed minimum of two works per year of providing of DG set on hiring basis during last 3 years ending 31<sup>st</sup> of March'2013 to Central / State Government/ Public Sector Undertaking, Banks or reputed Public Ltd/Pvt. Ltd Companies. The supported documents should accompany with the bid.
3. The bidder should have been allotted Service Tax/VAT by the Govt. Authorities and same shall be enclosed with the bid

**Procedure for submission of Bid:**

The technical and commercial bids shall be submitted by the bidder in two separate envelope:

**The Envelop No 1(Part 1) shall be super subscribing as under:**

**« Technical Bid for Hiring of 140 KVA Diesel Generator Set to be installed at Allahabad U P Gramin BankHO: Civil Lines, BANDA 210 001.»**

**The Envelop No 1 shall contain the following documents:**

**EMD in the form of DD Rs. 5000.00**

**The documents stated in the eligibility Criteria and detail of DG set as per Annexure-**

**IIA & III enclosed along with the Tender.**

**Please note that envelop of technical bid shall not contain any indication of price/ rate/charges in Part-I of the tender.**

**The Envelop No 2(Part 2) shall be super subscribing as under:**

**« Commercial Bid for Hiring of 140 KVA Diesel Generator Set to be installed at Allahabad U P Gramin Bank H.O. Civil Lines,BANDA.»**

**The Envelop No 2 shall contain the following documents:**

**(Price Bid as per format enclosed with the tender document Annexure- II )”**

**Separate sealed envelopes containing Part-I and Part-II of tenders should be put in**

**another sealed cover, super scribing “OFFER for Hiring of 140 KVA Diesel Generator”**

**Set to be installed at Allahabad U P Gramin Bank H.O. Civil Lines,BANDA.”**

**and submitted to General Manager, Allahabad U P Gramin Bank, Head Office,Civil Lines, BANDA 210 001 by 3:00 P.M on 01.05.2013.Technical Bids received up to scheduled submission period will be opened on 02.05.2013 in presence of tenderer if intended so.**

### **SCOPE OF WORK**

The scope of services for hiring the D.G. Set shall be as under: The bidder should be agreeable to provide Diesel Generator set of 140 KVA capacity on hire basis in Sound Proof with Canopy. The bidder shall provide operator to operate and maintain the DG set at the bank site.

D.G. Set along with its control panel, Protection and 400A rating 4 pole switch fuse unit near DG set or in canopy and remote ON & OFF control at Tin Shade, of reputed make/brand like “Kirloskar Green”, “Greaves”, “Cummins India”, “Mahindra”, “Ashok

Leyland” or other reputed make/brand, conforming to relevant I.S. specification and as per pollution control norms.

The operator shall be provided by the bidder for operating and maintaining the DG set on all working days from 9:30 A.M. to 7:00 P.M. However, the services of the operator should also be made available at any time, beyond the specified period, as per the requirement of the Bank, for which additional charges will be paid by the Bank as mutually agreed.

Supply & installation of accessories like cables, change-over switches etc. for supplying generator power to a point in Bank’s premises will be made by the vendor at their own cost. The quoted rate is inclusive of sheet steel enclosure 400A 4 Pole on load change over switch and suitable size on One number of 240 sq.mm OR two number of 120 sq.mm 3.5 or 4 core Aluminum Conductor armoured cable for DG set to change over switch at basement and for change over switch to Ground Floor main panel in AHU room and its termination and glanding.

All costs for loading, unloading, transport, shifting complying Local Government Regulations, Maintenance and Servicing of the Generating Set including the cost of spare parts, periodical replacement and topping up of Mobil oil are to be borne by the bidder except for Fuel ie Diesel which will be provided by the bank.

The vendor will make arrangements for obtaining the permission from statutory authorities towards installation and operation of D.G. Set, at his cost. However, any fee except penalty, if payable to statutory authorities, for obtaining such permission will be reimbursed to the vendor by the Bank on submission of proper receipts (documentary proof).

The location of DG set with sound proof canopy and main switch will be in car parking area at H.O. building.

The location of on load change over switch & remote start and stop of DG set will be in

Tin shade at outside of premises

The location of main power distribution panel is in Tin Shade at Out Side of Main Premises

The charges for transportation, loading & unloading of the D.G. Set for installation of the same in Bank's premises will be borne by the bidder.

The successful bidder should be in a position to install and commission the D.G. Set in Bank's premises within 7(Seven) days from the date of awarding the contract or within 3 (three) days from the date of giving site clearance, whichever is later.

The vendor may be required to dismantle the components of D.G. sets and re-assemble those components in identified location of the Bank's premises for the purpose relocation i.e. installation & commissioning of generating set, if required for which no extra charges will be paid by the Bank.

### **TERMS & CONDITIONS**

#### **The terms & conditions for hiring the D.G. Set are as under**

1.The bidder should be agreeable to provide D.G. set of 140 KVA capacity on hire basis in sound proof with canopy. The bidder shall provide operator to operate and maintain the DG set on the bank site as per schedule stated under scope of work.

2.Rates are to be quoted for monthly rental charges including the cost of operator, for D.G. Set along with its control panel for DG set. Protection and 400A rating 4 pole switch fuse unit near DG set or in canopy and remote ON & OFF control at basement. of reputed make/brand like "Kirloskar Green", "Greaves", "Cummins India", "Mahindra", "Ashok Leyland" or other reputed make/brand, conforming to relevant I.S. specification and as per pollution control norms. The rental charges should include the charges for providing operator for D.G. set during the period from 9:30 A.M. to 7:00 P.M. on all working days of the Bank. However, the services of the operator should also be made available at any time, beyond the specified period, as per the requirement of the Bank, for which additional charges will be paid by the Bank mutually agreed upon with the bank.

3.All costs for loading, unloading, transport, shifting complying local govt. Regulations, maintenance and servicing of the generating set including the cost of spare parts, periodical replacement and topping up of Mobil oil are to be borne by the bidder including cost of fuel ie diesel

4.The tenders shall remain valid for a period of 90 (Ninety) days from the date of opening.

5.The D.G. Sets offered on hire basis should not be more than 3-years old and those should not have run for more than 3,000 hours.

6.The D.G. Sets should be maintained properly to keep those in satisfactory running condition at all times for supplying emergency power for a load at least 90% of the capacity of generators.

7.For running the D.G. set, fuel i.e. diesel will be filled by the operator..

8.The vendor will make arrangements for obtaining the permission from statutory authorities towards installation and operation of D.G. Set, at his cost. However, any fee except penalty, if payable to statutory authorities, for obtaining such permission will be reimbursed to the vendor by the Bank on submission of proper receipts (documentary proof).

9.Supply & installation of accessories like cables, change-over switches etc. for supplying generator power to a point in Bank's premises will be made by the vendor at their own cost. The quoted rate is inclusive of sheat steel enclosure 400A 4 Pole on load change over switch and suitable size on One number of 240 sq.mm OR two number of 120 sq.mm 3.5 or 4 core Aluminium Conductor armoured cable for DG set to change over switch at Ground Floor main panel in Tin Shade and its termination and glanding.

10.The vendor is to submit the following detail of proposed DG set to provide on hiring for which price bid is submitted :

- a) Engine make, model, capacity and year of manufacture
- b)Alternator make, model, capacity, year of manufacture
- c)Facility to remote operation of DG set
- d)Make, model and capacity of main SFU(Switch Fuse Unit) near DG set and on load change over switch.
- e)Make of power and control cable.
- f) Fuel consumption per litre at 25%,50% and 90% of load.

11.The arrangements for disposing exhaust of the D.G. Set, as per requirement & specification of Statutory Authorities, will be in the scope of supplier.

12.The location of DG set with sound proof canopy and main switch will be in car parking area out side of boundary wall of main building.

13.The location of on load change over switch & remote start and stop of DG set will be in Tin Shade.

14.The location of main power distribution panel is in Tin Shade at outside of premises

15.The charges for transportation, loading & unloading of the D.G. Set for installation of the same in Bank's premises will be borne by the supplier. Mending of any damage caused to the Bank's property during loading, unloading of the D.G. Set in Bank's premises will be borne by the bidder to original finish, at their cost.

16.The successful bidder should be in a position to install and commission the D.G. Set in Bank's premises within 7(Seven) days from the date of awarding the contract or within 3 (three) days from the date of giving site clearance, whichever is later.

17.The vendor may be required to dismantle the components of D.G. sets and re-assemble those components in identified location of the Bank's premises for the purpose relocation i.e. installation & commissioning of generating set, if required for which no extra charges will be paid by the Bank.



18.The contract will remain in force initially for a period of one year from the date of satisfactory commissioning of the D.G. Set at site. However, the contract is subject to termination at any time if the services are not found satisfactory or for any other reason whatsoever. The contract may be renewed for further period at mutually agreed rates/charges and keeping other terms & conditions unchanged, depending on satisfactory services rendered by the generator supplier and requirement of the Bank.

19.In case of major break-down of the D.G. Set requiring repairing time for more than 2(Two) hours, an alternative DG set for the same capacity will be made by the vendor immediately by providing a substitute generator of same or higher capacity at no extra cost. In case of non-functioning of the D.G. Set and in the event of failure on the part of the vendor to provide an alternative interim generator of same capacity, within two hours, penalty at double the pro-rata rate will be imposed and deducted from monthly bill of the generator for the period the generating set remains non-functioning.

20.The successful bidder will have to execute an Agreement with the Bank in non-judicial stamp paper of requisite value and as per the draft of Agreement (format given at Annexure I) to be provided by the Bank, within 14 (Fourteen) days from the date of commencement of the contract.

21.The successful bidder will also have to furnish a performance security deposit in form of Fix Deposit Receipt for an amount **equal to two month's accepted rental charges** (including the charges of operator) for DG set, within 15 days from the date of commencement of the contract. The performance security deposit can also be submitted in the form of Bank Guarantee, issued by any scheduled commercial Bank banking in India other than Allahabad UP Gramin Bank, in a format acceptable to Bank and having validity for a period covering the contract period and claim period for additional one month. The performance security money is to be deposited with the Bank or the performance Bank Guarantee is to be furnished to the Bank for due performance of the contract. In case of non-performance of the contract by the vendor, the amount of performance security will be realized by the Bank by forfeiting the performance security

deposit or invoking the performance Bank Guarantee, as the case may be. No payment will be made until the Agreement is executed and the performance security deposit is furnished. The performance security deposit will not bear any interest and the same will be refunded to the contractor within a reasonable period after the closure of the contract. If the performance security deposit is submitted in the form of Bank Guarantee, the Bank Guarantee will be discharged & returned after closure of the contract.

22. Tenders should be submitted along with the Earnest money deposit for an amount of Rs.5000/- (Five thousand only) for D.G. set by DD/Pay Order drawn in favour of "Allahabad U P Gramin Bank" and payable at Banda. Tenders submitted without Earnest money Deposit will be summarily rejected. The Earnest money will not bear any interest. The Earnest money deposited by unsuccessful bidders will be refunded after awarding the contract to the successful bidder. The Earnest money deposited by the successful bidder will be refunded after execution of the Agreement and submission of performance security deposit, duly accepted by the Bank without any interest

23. The deployment of operator for running the generating set should comply with the labour legislation Act and minimum wage Act of Govt of India and the State Govt. The operators deputed at site shall follow bank,s security department norms.

24. The contractor will have to remove the D.G. Set within 3 (Three) days from the date of termination or closure of the contract, at their cost, else demurrage charges @ 1000/- (Rupees One thousand only) per day will be levied by the bank on the contractor. Mending of any damage caused to the Bank's property during taking out the generator will be done by the contractor to original finish, at their cost.

25. If the successful bidder fails to perform the commencement of the contract within the specified time period, the earnest money deposited by the bidder will be forfeited.

26. The Bank reserves the right to reject any or all tenders without assigning any reason

whatsoever.

27.The Contractor shall make all necessary arrangement as required by the Bank to ensure that all existing property of the Bank are not damaged or disrupted by the contractor in any way. If in spite of his best efforts some disruption, or lose occurs, the contractor shall reinstate and make it good as early as possible without any additional cost of this to the Bank.

28.The Contractor shall at the request of the Bank immediately dismiss from works any person employed thereon by him who may in the opinion of the Bank be unsuitable or incompetent or who may misconduct him. Such discharges shall not be the basis of claim for compensation or damages against the Bank or any of their officers or employee.

29.Intending Bidder shall visit the site and make him thoroughly acquainted with the local site conditions, nature and requirements of the works. The Bidder shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport etc. for proper execution of work as indicated. The successful Bidder will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site conditions which existed before the commencement of the work or which in the opinion of the Bank might be deemed to have reasonably been inferred to be so existing before commencement of work.

30. In case vendor fails to provide services of operator, a penalty of Rs.500/- per day shall be imposed.

31.The payment shall be made after completion of the month on satisfactory service and submission of bill. Prescribed statutory deductions will be made from the bill. The deduction shall be made on account of penalties as per tender Terms and conditions or any deficiencies observed during the month.

32.The Contractor shall be responsible for all injury to the worker or workmen or persons, animals or things and for all damages to the project works, materials, equipment, structural and / or decorative part of property which may arise from the operations or neglect of himself or of any sub-Contractor or any of his or a sub-Contractor's employees whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with the carrying out of this contract.

33.Conditional tenders will be not accepted.

34. In case of any dispute between bank and the contractor, the decision taken by the arbitrator who will be appointed by the bank will be final and binding on the contractor. The case will be fled in Banda court.

**Annexure-I**

AGREEMENT ARTICLES OF AGREEMENT made this.....day of ..... Between Allahabad U P Gramin Bank, a body corporate constituted under the Regional Rural Bank Act 1976 and having its Head Office at D.M. Colony, Civil Lines BANDA 210 001 (hereinafter called “The Employer” which expression shall unless excluded by or repugnant to the context be deemed to include its successor and assign of the One Part and M/s..... having its Address/Registered Office at..... (hereinafter called the “CONTRACTOR”) of the ‘OTHER PART’ which expression should include its successor/s and assignee/s.

WHEREAS the Employer is desirous of executing Contract for Hiring of 140 KVADG Set at bank building,D.M. Colony,Civil Lines Banda and has caused specifications describing the work to be prepared and/or to be prepared by Bank.

AND WHEREAS the said specification as mentioned in the tender document (hereinafter mentioned), the specifications and the schedule of items & quantities have been signed by and on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute upon and subject to the conditions set forth herein and in schedule of items and quantities, scope of services and terms & conditions as mentioned in the Notice Inviting Tender and all correspondence exchanged by or between the parties from the submission of tender till the award of work vide letter no.....dated....., both letters inclusive, (all of which are collectively hereinafter referred to as “the said conditions”), the work described in the said notice inviting tender and included therein at the rates set therein for and amounting to the sum of Rs.....per month as therein arrived at and as mentioned in the schedule of quantities and rates or such other sum as shall become payable hereunder (Hereinafter referred to as “The said Contract Amount”).

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of the said contract amount to be paid at the time and in the manner set forth in the said conditions, the contractor shall upon and subject to the said conditions, execute and complete the work shown upon the said specifications and the schedule of items and quantities.
2. The Employer shall pay the contractor the said contract amount, or such other sum as shall become payable, at the times & in the manner specified in the said conditions.
3. The said conditions and appendices thereto shall be read and considered as forming part of this Agreement, and the parties hereto shall respectively abide by, submit themselves to the said conditions and perform the Agreement on their part respectively in the said conditions contained.
4. The following documents shall be deemed to form and to read construed as part of this agreement, viz.
  - i) Original tender document.
  - ii) Relevant correspondence all letter / correspondence forming parts of contract and referred to in acceptance letter.
  - iii) Acceptance letter
  - iv) Schedule of quantities/Price Bld
  - v) Other additional documents as required
  - vi) Articles of Agreement.
5. The contract for rental charges of D.G. sets is a fixed lump sum and are per month basis and initially for one year as per scope of work and schedule of rates & quantities described herein.
6. The contractor hereby agrees to commence the work, as specified in the notice inviting tender.
7. All payments by the Employer under this contract will be made on monthly basis.
8. Any dispute arising under this Agreement shall be referred to arbitration in accordance with the stipulations laid down in the conditions of contract.
9. That the several parts of this contract have been read and fully understood by the

contractor. In witness whereof, the parties hereto have agreed, accepted and acknowledged and signed these presents, on the day, month and year mentioned herein above.

For M/s\_\_\_\_\_

(For Allahabad U P Gramin Bank)

Authorized Signatory

Shri \_\_\_\_\_

Designation\_\_\_\_\_

In presence of:

1. Signature.....

Name with Address: Name with Address:

2. Signature.....

Name with Address: Name with Address:

Authorized Signatory

Shri

Designation

1. Signature.....

2. Signature.....

(Draft of letter to be submitted by the tenderer in Part-I of Tenders)

(Technical bid)

The General Manager  
Allahabad U P Gramin Bank  
HO :Civil Lines  
BANDA 210 001

**Sub: Your Notice Inviting Tender dated.....for providing Generator Set of 140 KVA on Hire basis.**

Dear Sir,

This has reference to the Notice Inviting Tender. The firm has gone through and the scope of services and terms & conditions forming part of the tender and understood the same. we hereby enclose our offer for providing stand-by generator set on hire basis, for your bank building at H.O. Civil Lines, BANDA.

We confirm that our offer is in conformity with the scope of services and terms & conditions, as given in the Notice Inviting Tender. We further confirm that the Generator Set offered by us conform to the relevant IS specifications.

We also understand that the Bank reserves the right to reject any or all tenders without assigning any reason whatsoever.

Yours faithfully,

Authorized Signatory

(Name & Designation with seal of the agency)

Date



**Annexure-II**

(Draft of letter to be submitted by the tenderer in Part-II of Tenders)

(Price Bid)

The General Manager  
Allahabad U P Gramin Bank,  
H O : Civil Lines  
BANDA 210 001

Sub: **Your Notice Inviting Tender dated.....for providing stand-by Generator set on Hire basis.**

Dear Sir,

With reference to the above Notice Inviting Tender, having gone through and understood the scope of services and terms & conditions forming part of the tender, we hereby enclose our offer for providing stand-by generating sets on hire basis, for your bank building:

SCHEDULE OF RATES AND QUANTITIES:

Sl. No.

Description of DG Set

(Make and Capacity of D.G. Set).

Quantity

Rental Charges per Month including Operator Charges

Plus applicable Taxes.

140 KVA, 3 phase, 415V,

Make \_\_\_\_\_, state of the art silent DG

set with acoustic enclosure and AMF panel      ONE

Authorized Signatory

(Name & Désignation with seal of the agency)

Dated :

### **Annexure-III**

The vendor is to submit the following detail of proposed DG set to provide on hiring for which price bid is submitted :

Sr.

No.

Specification of DG Set

1. Engine make
2. Engine Model,
3. Engine Capacity
4. Year of manufacture
5. Alternator make
6. Alternator Model,
7. Alternator Capacity
8. Year of manufacture
9. Facility to remote operation of DG set
10. Make (Switch Fuse Unit) and capacity of main SFU(Switch Fuse Unit) near DG set and on load change over switch.
11. Model
12. Capacity of main SFU
13. Make of power and control cable.
14. Fuel consumption per litre at 25%,50% and 90% of load.
15. The arrangements for disposing fumes of D.G. Set, as per requirement & specification of Statutory Authorities, will be in the scope of supplier. Specify arrangements