

**Notice**

Sealed quotations are invited from reputed service providers to undertake the Annual Maintenance Contract for 03 Nos. Generator Sets. Three Generators are: one 180 KVA make greaves (Engine) and Stamford (Alternator), one 110 KVA make Kirloskar (Engine) and Jyoti (Alternator) and another 30 KVA make Kirloskar. These Generator sets are required to be maintained with skilled operators on 24X7 basis at tea Board, 14, B.T.M. Sarani, Kolkata-1. Please visit [www.teaboard.gov.in](http://www.teaboard.gov.in) to get the more details. Interested Agencies may inspect the site on any working day between 11 AM to 5 PM. Sealed quotations superscribing "QUOTATION FOR MAINTENANCE OF GENERATOR SETS" may be submitted to the Secretary, Tea Board on or before 20<sup>th</sup> April, 2016 by 1.00 PM which will be opened on the same day at 3.00 PM in the presence of willing quotees.

By Order

Secretary.

**QUOTATION FOR AMC OF 3 Nos. GENERATOR SETS IN TEA BOARD, KOLKATA**

**QUOTATION NO. 03/Security/2016**

**Details for AMC of Generator Sets**

Tea Board has 03 Nos. generator sets. One 180 KVA, one 110 KVA and another 30 KVA. These Generator sets **are required to be operated (whenever necessary) and maintained round the clock (24X7).** Tea Board will provide diesel, mobil and distilled water. Other items/parts/accessories as and when required shall be provided by the agency. The Annual Maintenance Contract will be operational under the following terms and condition during the engagement.

1. The scope of the work is to operate and maintain all the three Generator sets in perfect condition round the clock. The operators 03 (three) in numbers may preferably maintain three shifts like 6 AM to 2 PM, 2PM to 10 PM and 10 PM to 6 AM on following day.
2. The maintenance/servicing includes the entire servicing and maintenance of the Engines, Alternators, Panel Boards, Power Distribution boards and Earthing.
3. The persons deployed should possess the required knowledge/experience to operate and maintain the above mentioned Generator Sets.
4. The operators should draw diesel/mobil/grease/distilled water etc. as and when required from the petrol pump/dealer on credit against the Tea Board A/c. They should maintain registers kept for recording the consumption of diesel/mobil etc. on daily basis against each Generator set.
5. The service contractor will carry out daily inspection to all the three Generator sets. The service contractor will inspect all the Generators once in every fortnight and carry out minor adjustment and repair as required without any additional cost.
6. The general cleaning of carbon brushes, brush holder, spring, commutator segments, contact points etc. along with greasing wherever required will be carried out monthly with no extra cost.
7. The condition of the batteries including the level of electrolyte is to be checked regularly and if required then the level of electrolyte is to be topped-up with distilled water.
8. The service contractor will also undertake periodical quarterly (once in three month) servicing including megger test for checking insulation of Generator sets in the first week of November, February, May and August every year.
9. The skilled/semi-skilled labourer or any other professional Engineer/Technician if required for servicing or fault rectification the same will be arranged by the service contractor at his own cost.
  
10. All the tools & tackles required for maintenance/servicing shall be provided by the service contractor at his own cost.

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11. In case of any additional work/major repair is required the same will be advised by the contractor in writing. The payment of such work/repair will be paid by the Board after the satisfactory performance of the job. The Board has the full right to assign such work to any other contractor if considered in the interest of the Board. The Generator room will be handed over neat and clean after the servicing/maintenance/repair of Generators. All unwanted materials will be removed from the room by the contractor.
12. The service contractor will render services free of cost for sudden break down of Generator set as soon as the information of such break down is known to the operator deployed for operation and maintenance.
13. The minor fault has to be rectified within 08 hours and major fault within 24 hours otherwise a penalty of proportionate rate (amount payable per hour) will be deducted from the monthly payment for the duration of down time of Generator sets. If any fault is not attended to and rectified by the contractor and the same fault is rectified by any other agency then the amount paid to that agency as service/consultancy charges for the rectification will be deducted from the monthly bill /security deposit of the contractor.
14. Security deposit for an amount equal to the monthly payable payment is required to be deposited to the Tea Board before the commencement of the engagement. The security deposit will be refunded at the time of termination/expiry of the AMC.
15. In case of any dispute the matter will be referred to a mutually agreed common arbitrator.