Sealed quotation / tender are invited office of D.G.M.(T) O&M) (West) , Room No. 1, 220kV Office Complex, Naraina, Delhi-110028 from the experienced companies/contractors in relevant business for the following works:-

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Quotation/ Tender Enquiry No.</th>
<th>Name of Work</th>
<th>Estimated Cost (Rs)</th>
<th>Earnest Money Deposit (EMD) (Rs)</th>
<th>Quotation/Tender Fee(Rs)</th>
<th>Work Completion Period</th>
<th>Scheduled Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>EnquiryNo. F.DTL/206/ 2020-21/ M (T) O&amp;M W-3/Q-4/67 Dt. 09.06.2020</td>
<td>Servicing/Gas Filling/Repairing of various Air Conditioners installed at 220kV GIS Substation Ridgevalley.</td>
<td>Rs.1000/-</td>
<td>Nil</td>
<td>15 days</td>
<td>Start of Sale of Quotation / Tender</td>
<td>09-06-2020 at 10:00 A.M.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Start of Bid Submission</td>
<td>09-06-2020 w.e.f. 11:00 A.M.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>End of Sale of Quotation / Tender</td>
<td>23-06-2020 up to 5:30PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>End of Bid Submission</td>
<td>24-06-2020 up to 10:30 A.M</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Opening of Quotation/ Tender</td>
<td>24-06-2020 at 11:30 AM</td>
</tr>
</tbody>
</table>

The quotation form & other documents can be obtained from the office of Manager (T) O & M -W-III, 220kV Sub-Station Naraina, Office Complex, Near COD Bus Stand, Delhi-110028. The request for obtaining of quotation document should be made on original letter head of the party and should contain the signature along with seal/stamp of contractor showing his competency as partnership, proprietorship, authorized signatory etc. In case the request is to issue the quotation document to the bearer of the application then the request should contain clearly the name of the bearer and attested/authenticated signature of the bearer of the application.

These things should also be clarified while submitting offer and other documents with the offer. In case of any difference in the address in the documents submitted by the contractor then that should also be clarified properly.

The quotation will be submitted & opened at Office of D.G.M.(T) O&M) (West) , Room No. 1, 220kV Office Complex, Naraina, Delhi-110028. Complete Quotation/Tender documents can also be downloaded from the website of DTLhttp://www.dtl.gov.in.
NOTE:

1. The face of the envelope of quotation/enquiry must have following details, failing which the quotation shall not be opened/considered & liable to be rejected.
   a) Name of work/supply.
   b) Enquiry No. / Tender No. with Date.
   c) Date of opening.
   d) Details of Earnest money fee, FDR/DD/Pay Order No. with Date and Amount, Name of Bank & Branch. In case bidder is claiming exemption of EMD Deposit as per Government rules, Such exempted category bidders claiming E.M.D. exemption shall mention the exemption certificate registration No. and its copy issued by relevant govt agency, on the bid envelope failing which their bid shall liable to be rejected.
   e) EMD Fee should be in favor of “DELHI TRANSCO LIMITED” payable at Delhi.
   f) Name and address of the party.
   g) GST Registration No.
   h) Validity period of quotation must be minimum 120 days from the date of opening.

2. Incomplete quotations are liable to be rejected. Offer must be signed by the contractor with rubberstamp. Rates quoted should be inclusive of all taxes & duties etc.

3. Other terms and conditions as per Annexure - ‘A’ & ‘B’ shall also be applicable.

Manager (T) O&M-W III

Signature of Contractor with stamp
**Enquiry No.** F.DTL/206/2020-21/M(T) O&M- W3/Q- 4/67  
**Dt.** 09.06.2020.

M/s.__________________________

______________________________

**Date of Opening:** 24.06.2020

**Sub.:** Servicing/Gas Filling/Repairing of various Air Conditioners installed at 220kV GIS Substation Ridgevalley.

It is requested to quote the rates in the following format with terms and conditions mentioned hereunder and as per Annexure-“A”& "B”, enclosed herewith in the sealed envelope:-

<table>
<thead>
<tr>
<th>S. NO.</th>
<th>DESCRIPTION</th>
<th>QTY.</th>
<th>UNIT RATE IN (RS)</th>
<th>AMOUNT IN RS.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Service Engineer Charges for attending three phase Tower type Industrial ACs including washing and cleaning of Coils, oiling/greasing of motors, testing commissioning etc. as per site requirement.</td>
<td>6 AU</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Wet servicing of Air Conditioners Single Phase 2 Ton units</td>
<td>4 AU</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Complete Gas Filling/Charging of Air Conditioner units</td>
<td>6 AU</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SUB TOTAL (Exclusive of all taxes & duties)

Add Taxes Applicable as on date (GST @  %)

GRAND TOTAL (inclusive of all taxes & duties)

______________________________

Manager (T) O&M-W-III

Signature of Contractor with stamp
The contractor shall strictly follow the terms and conditions given hereunder for the works:-

1. Following document should be submitted along with the offer, failing which offer is liable to be rejected.
   a). Copy of Permanent Account No.(PAN).
   b). GST Registration certificate copy.
   c). Latest Copy of GST challan Receipt, if any.

2. QUALIFICATION REQUIREMENT: Bidder should submit the copy of previous purchase order for similar work along with satisfactory performance / completion report executed in DTL or other govt. utility during last 05 years with satisfactory performance. Offer submitted without satisfactory completion report and P.O. copy is liable to be rejected.

3. SCOPE OF WORK: - Servicing, Gas Filling, Repairing of various Air Conditioners installed at 220kV GIS Substation Ridgevalley as per the above mentioned table. Contractor will satisfy himself with the details of the work to be executed and if considered necessary they should visit the site (220 kV S/Stn Ridgevalley, Dhualakuan) on any working day and get any other technical information required in this connection.

4. Penalty for Delay: Delay in execution of work shall invoke penalty @ 1% per week after stipulated time subject to maximum of 10% of contract value.

5. T&P: - The contractor shall use his own T&P, material, manpower and vehicle required to provide the services.

6. SAFETY: - The contractor shall make all the arrangements for the safety of his staff/manpower/machines etc. Delhi Transco Limited shall not be responsible in any way for injury/disablement, accident to any workman on this account and will be free from any legal bindings in this regard. Delhi Transco Limited will not be responsible to pay any damage to the contractor or any outside agencies.

7. The contractor shall make all payments and other contributions, if any, which may have to be made in regard to the workman under any statute or rules or regulations. D.T.L. shall not be responsible for those payments.

8. The contractor will undertake to indemnity D.T.L. against liabilities or damages by way of compensation arising from any accidents to the person or property or any other person employed or otherwise during the progress of the contract and the D.T.L. shall not entertain any claim in this respect.

9. The contractor shall be solely responsible and shall ensure due compliance with all the legal requirement concerning the workman employed by him under the provisions of applicable labor and other legislations. In the event of the contractor committing any fault resulting in D.T.L. being required to insure any liability or expenses or D.T.L. being required to any notice/summons in this respect the same shall be entitled to recover from the contractor liability attached to it due to any proceedings.

10. The contractor shall accept all risks of stoppage of hindrances to his work by outside interferences.

11. Contractor shall take necessary steps to ensure that all the electrical installations of the D.T.L. and other services like water connections pipe lines, sewer pipelines, open drains, telephone cables, etc. are not damaged by his workers in any way. Contractor will be responsible for all such damages and shall have to repair of failing which he has to pay entire cost of damages. In case of damages to D.T.L., property/material contractor has to pay replacement cost.

12. D.T.L. in the event of any obstruction at site, change in scheme, or due to any reasons the contract can be cancelled for the balance quantity of the unexecuted work. The work can also be suspended temporarily due to any reasons and for such period, extension will be given by Manager (T) if required on the written request of the contractor.

13. PAYMENT: - The payment shall be processed within one month of receipt of bills from the contractor after the completion of the work as mentioned in the NIQ. The payment shall be sanctioned after verification is made as per rules of the D.T.L. However, any specific clause of payment quoted by the contractor for doing work, the penalty on D.T.L. account for loss to the Contractor will not be entertained. In case the work done by the contractor is not measured, no payment shall be made till the same is made according to the specifications.

Signature of the contractor with stamp
14. The contractor has to execute the work on working days during the working hours. However, if required, the work can be executed on holidays/Sundays; under special circumstances, without any extra remuneration.

15. The contractor shall not without any consent of DTL design or sublet the whole or part of the contract.

16. The contractor shall make his own arrangements for drinking water and other facilities for his labour/staff.

17. No idle charges shall be payable by DTL.

18. ARBITRATION: If the disputed question or controversy the settlement of which is not herein specially provided for shall at any time arise between the D.T.L. and the supplier/contractor relating to this order or the portion of the same or the right or duties or liabilities of either party then in every such case, the matter in dispute shall be referred to the Arbitration of the G.M. O&M-I or his nominee and the decision of the G.M. O&M-I shall be final and time to time shall be apply to such arbitration proceedings. Arbitration proceedings shall be held at Delhi and only Delhi Courts will have to payable by the D.T.L. to the contractor or vice-versa shall be withheld on account of such proceedings unless arbitration proceedings.

19. The work shall be started with in one week from the date of signing contract agreement / notice either through telegram, through special messenger or telephonically. The work shall be carried out under guidance / instructions of engineer in-charge and shall be approved by A. M. (T) Ridgevalley.

20. Contractor shall be required to strictly adhere to the safety regulations and electrical regulations/act.

21. This office reserves the right to get the work executed from the departmental staff or any outside agency at contractor’s cost and risk if work is not completed within the stipulated period without any valid reasons.

22. In case of transportation works contractor shall strictly observe the regulations as laid down by Traffic Police, any damage to D.T.L. property/material during the course of transportation shall be recovered from the contractor’s bill.

23. PAYMENT: Payment will be made after satisfactory completion of whole work allotted within 30 days after submission of Tax Invoice.

24. SECURITY: The successful contractor shall have to deposit the security at @5% of the total contract value within 10 days of receipt of Purchase Order failing which penalty @0.5% per week up to maximum 2% of total contract value shall be levied.

25. Contractor will make his own arrangement for watch and ward of material issued to him till material is erected and handed over. In case of any theft/damage to D.T.L., material entire cost of such material will be recovered from the contractor.

26. Mandatory deductions towards Income tax act(s), work contract act(s) and any other applicable deductions as per the provision made shall also be deducted by the payees department of DELHI TRANSCO LIMITED.

27. INTEREST & REFUND OF EMD: No interest is payable by DTL on the amount of Earnest Money deposited by the Tenderer/Contractor. Earnest Money is held by DTL till obligations are satisfactorily and completely discharged by the Tenderer/Contractor. The amount of the Earnest Money shall be refunded to unsuccessful bidders immediately after decision taken by the authority competent to accept the tenders.

28. DTL reserves the right to reject the offer/offers without assigning any reason.
1. The DTL reserves the right to accept or reject any offer in whole or part without assigning any reason.
2. The rates should be quoted based on the units specified in words as well as in figures without any cutting, in case of difference of values/rates in figures and words or any confusion it will be constituted to take the rates, which are lowest.
3. The rates should be firm in all respects.
4. The rates quoted should be valid for minimum 120 days from the date of opening of quotations/tenders except during negotiation if required.
5. Earnest money @ 2% of the total value of the works, is specified shall be deposited along with tender/quotations by bank draft of any scheduled bank of Delhi in favor of DTL. The same shall be refunded without interest after decision of the case, without earnest money offer will not be opened. In the event of the offer if accepted, it can be adjusted towards the security deposit amount.
6. **Security Deposit** :- Apart from earnest money the successful party will have to deposit security through demand draft/FDR at the rate specified under clause 22 of Annexure-A for due performance of the contract. The successful tenderer shall have to deposit the security at @ 5% of the total contract value within 10 days of receipt of Order failing which penalty @ 0.5% per week up to maximum 2% of total contract value shall be levied. Failure to deposit the security deposit money on the part of the contractor within the said period shall amount to backing out of the offer entitling the earnest money to be forfeited out right. The security deposit will be retained for a period of one month after the work is completed satisfactorily. No interest will be payable on the above amount and on security deposit. Any damage caused to the material/tools of the undertaking will be recovered from the security deposit/earnest money or other running bills. Safety of DTL material & property handed over to the contractor will be responsibility of the contractor. Security shall be refunded within one month after successful completion of works. A request letter in this regard shall be submitted by the contractor.
7. In case of opening day is holiday/closed day, opening date may be treated as the next working day or can be postponed by the officer opening authority.
8. Incomplete tender/quotations will be rejected summarily.
9. Following document should be submitted along with the offer, failing which offer is liable to be rejected.
   a). Copy of Permanent Account No. (PAN card).
   b). Copy of GST Registration certificate.
10. Successful contractor whose offer is accepted will be required to execute an agreement on a stamp paper of Rs.100/- within Ten days of the receipt of the written orders failing which penalty @ 0.5% per week up to maximum 2% of total contract value shall be levied. The agreement paper to be furnished by successful contractor and he will not be paid for such paper.

SIGNATURE OF THE CONTRACTOR WITH STAMP

Manager (T) 220KV O&M-W-III