



West Bengal
Industrial Development
Corporation

Notice Inviting Quotation
for
Facility Service (Electrical)
For
Vidyasagar Industrial Park
at
Kharagpur, West Bengal

REFERENCE NO: – WBIDC/VIP/O&M/2014-15
Proposal Issue Date : 14/07/2016
Date of Submission of Quotation : 25/07/2016

West Bengal Industrial Development Corporation Limited
(A Government of West Bengal Undertaking)
23, Abanindranath Tagore Sarani (Camac Street),
Kolkata-7000017

Sealed quotations are invited from reputed Facility Service Agencies for Facility Service (Electrical) at Vidyasagar Industrial Park at Kharagpur. The agencies submitting the quotation must have an experience of at least three (3) years in this type of Facility Service. Agencies having the requisite experience need only apply based on the under mentioned specifications:-

- ❖ Location of Park: West Bengal Industrial Development Corporation Limited has set up Vidyasagar Industrial Park at Kharagpur. The Industrial Park is located at North-Eastern end of Kharagpur.
- ❖ Details of Facility Service (Electrical – Per Month Basis)

| Sl .No | Description of Item | Basic Price | Qty | Amount (Rs.) |
|--------|--|-------------|--------------------------|--------------|
| 1 | For Facility Service (Electrical) including operation (Switch On/Off, Starting of DG Set during power failure etc.) Street Lights and High Masts. (Two shifts of duty per day (2.00 PM to 10.00PM & 10.00 PM to 6.00 AM) x 30 days per month. | | 2 persons in each Shift) | |
| 2 | Providing Manpower for Operation and Maintenance Services. (As and when required) | | As and when required | |
| 3 | Providing necessary Tools and Tackles for Operation and Maintenance Services. | | | |

List of Major Sensitive Equipments installed stated hereunder:

11KV H. T. Breaker, 315KVA DG Set, 315 KVA Transformer, LT Switchgear Panel, Out Door type Main Lighting Distribution Box (MLDB), Feeder Pillar, High Mast and Street Light

Scope of work

- a) Taking note of reading of water meters, electric meters / sub-meters and making payment to the concerned authority;
- b) To submit monthly report on overall OM service rendered and inventory list during the month.
- c) All the services are to be recorded in a register under the supervision of site engineer of WBIDC. Prior intimation should be given to site engineer for any services to be rendered.

An outline of the services to be provided by SP has been stated below to establish the minimum expectation level. These have been stated activity wise:

| Nature | Work to cover |
|---|---|
| Main Power | Operation and follow-up routine check list. In case of power failure, DG sets to be started and connect load that are required to be operational during power failure. Inform WBSEDCL about power outage and take complaint number. Enquire about the nature of failure and likely time for restoration. |
| Maintenance of DG Sets | Follow OEM guidelines. Generators should be kept ready for operation 24 x 7 hours basis. For this, all routine and preventive maintenance Procedure prescribed in the operational manual to be followed. OM agency shall procure diesel and lubricant and get the reimbursement from WBIDC as per consumption norms given by the manufacturer of DG sets. |
| H T Panel, LT Panel, Transformer ,DBs, And MLDB's | Follow OEM guidelines. |
| Electrical Infrastructure | OMSP have to supply electrical fittings and consumables as and when required in reasonable rate and get the reimbursement from WBIDC. |
| Street Lighting/High Mast | Street light / High Mast Street Light should be maintained so that during the night time all the street light are operational with sufficient Illumination. |

Tools to be provided by OM Service Provider:

- a. Apart from the essential tools like 500V Megger, Millimeter (3/4 nos.), continuity tester (3/4 nos.), crimping tool, soldering kit, tall ladder to attend street light/ light fittings suspended from hall hangers, tong tester, blower, pipe wrench and all other required tools for OM activities of the establishment are to be provided by the service providing agency.
- b. The O&M service provider shall have to attend any sort of break down maintenance immediately, after giving information to this effect & incase of spare or any other materials required cost thereof as per prevailing market rate shall be reimbursed on submission of valid document.

❖ **Terms & Conditions:**

1. The price should be quoted excluding of Service Taxes. Service Tax will be paid by WBIDC on the basis of prevailing rates.
2. Prospective Bidders should inspect the site before submission of proposal under intimation to the concerned person of WBIDC as stated in the Sl.No. 10
3. Sealed quotation should be addressed to The Managing Director, WBIDC “Protiti”, 23, Abanindranath Thakur Sarani, Kolkata – 700 017, should be submitted to WBIDC office, 4th Floor on or before 25/07/2016 till 15.00 hrs. Any Proposal received after the closing time for submission of proposals will not be accepted.
4. An authorized representative of the company should initial at all pages of the Proposal.
5. WBIDC reserves the right to accept or reject any or all quotations without assigning any reasons and is not bound to award work to the lowest bidder.
6. Agency while submitting the sealed quotation must also submit documents (attested) w.r.t. work experience of at least 3 years in this type of Facility Service.
7. Selection will be made based on particulars and documents furnished by the applicant as required and satisfactory verification carried out by WBIDC. If any information furnished by the applicant is found incorrect at a later stage they shall be liable to be debarred from tendering & taking up the work. WBIDC reserves the right to verify the particulars furnished by the applicant independently. Any form of canvassing shall be deemed as reason for disqualification.
8. The manpower to be deployed must have requisite qualification, experience & statutory certificates wherever required.
9. WBIDC reserves the right to terminate the work if the agency fails to execute the work as per time.
10. For any clarification in this regard, the agency may contact Shri Kanchan Mondal, EA (Projects), WBIDC, Phone No. : 033-22553756, Mobile: 9433236840