



**ASSAM UNIVERSITY: SILCHAR**

(A Central University Constituted under Act. XXIII of 1989)

**E-TENDER DOCUMENT**

**Name of work:** 24X7 OPERATION & MAINTENANCE CONTRACT FOR 2X2.5 MVA, 33/11 KV DEDICATED SUBSTATION, AT ASSAM UNIVERSITY, SILCHAR.

- Application/Form Fee :Rs 2500/-
- Estimated Amount : Rs 32,69,736/-
- Time of Completion : 365 Days
- Earnest Money :Rs 65,395/-
- Last date of submission (LDS)  
online of tender :15-12-2025up to 11.00 A.M.
- Date and Time of online  
Technical Bid Opening :16-12-2025to 11.00 A.M.
- Date and Time of opening Price  
Bid To be announced during  
opening of Technical Bid

**TENDER QUALIFICATION CRITERIA**

Following Self-attested Certificates along with self-attested copy of tender document must be scanned and uploaded:

**Check List:**

Sl No	Description	Submitted	Remarks (if any)
1	Valid registration certificate of CPWD/ APWD/MES	(Yes/No)	
2	APDCL Empanelment/Registration certificate for appropriate class and category.	(Yes/No)	
3	Earnest Money Deposit (EMD)	(Yes/No)	EMD is mandatory for all bidders, Hard copy in original to be submitted before LDS.
4	Electrical License (Class-II) issued by Electrical Licensing Board, Govt. Of Assam for voltage level up to 33000 V.	(Yes/No)	
5	Cost of tender document	(Yes/No)	Hard copy in original to be submitted before LDS.
6	Experience certificate: Experience of executing similar nature of works during the last seven years with the record of completion [Performa 3(a)] i) Three works costing not less than the amount equal to 40 % of estimated cost. <b>or</b> ii) Two works costing not less than the amount equal to 60 % of estimated cost. <b>or</b> iii) One work costing not less than the amount equal to 80 % of estimated cost [Within seven years from date of publication of NIT]	(Yes/No)	
7	Bank solvency certificate from nationalized/ scheduled Banks per prescribed Format (Annexure A) for value least 40% of the Estimated Cost has to be mentioned in the certificate.	(Yes/No)	
8	GSTIN	(Yes/No)	
9	ESIC Registration and latest	(Yes/No)	

	Challan (Payment of wage month must be within two months from last date of submission of bid)		
10	EPF registration certificate with latest deposit challan copy (Payment of wage month must be within two months from last date of submission of bid)	(Yes/No)	
11	Certificate and undertaking from the Engineer employed (Annexure-B)	(Yes/No)	
12	Self-attested Income Tax Return of the last financial year	(Yes/No)	
13	Self-attested copy of tender document	(Yes/No)	
14	Site survey report for 33/11 kV Assam University Substation as per performa-3(c )	(Yes/No)	

**Note:**

- a. The Bidders are required to submit the print copy of the above uploaded documents duly self-certified along with the proof towards payment of tender document cost and EMD submitted. However, in case of any discrepancy found, the documents submitted through online mode will only be considered. Submission of tender cost & EMD in original, through offline mode before LDS is mandatory, failing which the bid will be disqualified.
- b. Works completion Certificate should be issued by officer not below the rank of Executive Engineer or equivalent/ Head of any Institution. Work order shall not be considered as proof for works completion.
- c. Self certified copies of Works orders as well as completion certificates should be submitted along with technical bid documents failing which the bid will not be considered.
- d. The above self-attested documents should reach **Engineering Section as prescribed at clause no 04 of tender condition latest by 3:00 PM on 15-12-2025**

**Signature of Agency /  
Contractor**

**ASSAM UNIVERSITY: SILCHAR**

**(A Central University Constituted under Act. XXIII of 1989)**

Name of Work: 24X7 OPERATION & MAINTENANCE CONTRACT FOR 2X2.5 MVA, 33/11  
KV DEDICATED SUBSTATION, AT ASSAM UNIVERSITY, SILCHAR.

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**SECTION I - NOTICE INVITING E-TENDER**

**ASSAM UNIVERSITY, SILCHAR**

**File No.** AU/ENGG/MAINT/ELECT-08/2025

**Date:**08-12-2025

**NOTICE INVITING E-TENDER**

Online tenders in two bid systems valid for 90 days are invited from Registered Electrical Contractors having valid registration of CPWD/MES/APWD of appropriate class and category for the following work at Assam University, Silchar.

Name of Work	Estimated Cost	Time of Completion	EMD	Application / Form Fee	Last date of submission of e-tender	Date and Time of online Technical Bid Opening	Date and Time of online Price Bid Opening
24X7 OPERATION & MAINTENANCE CONTRACT FOR 2X2.5 MVA, 33/11 KV DEDICATED SUBSTATION, AT ASSAM UNIVERSITY, SILCHAR.	Rs 32,69,736/-	365 Days	Rs 65,395/-	Rs 2500/-	15-12-2025 up to 11.00 A.M	16-12-2025 at 11.00 A.M	To be announced after completion of technical bid evaluation

The eligible contractors who are financially sound and proficient in the similar nature of works are to quote their **rate in Item Rate Basis**. Rate should be inclusive of all taxes & incidental charges.

The tender documents and other details can be obtained from the websites [www.aus.ac.in](http://www.aus.ac.in). or <https://eprocure.gov.in/eprocure/app> for which nonrefundable tender fees of Rs 2500/- - per tender payable in DD (Drawn in favor of Assam University, Silchar) / Cash Counter Assam University Silchar to be enclosed as application fees along with tender document. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.

**Sd/-**

**Executive Engineer (Electrical) i/c**

### **TENDER CONDITIONS:**

1. The Tenderer shall quote his rate as per NIT & the Terms and Conditions enclosed in the Tender document.
2. Tender Documents can be downloaded from [www.aus.ac.in](http://www.aus.ac.in) or <https://eprocure.gov.in/eprocure/app>. Mandatory Tender application/Form fee of Rs 2500/- in the form of demand draft drawn (DD) in favor of Assam University, Silchar, payable at Silchar from a scheduled /nationalized bank only, failing which the tender will not be accepted.
3. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the University and local conditions and other factors having bearing on the execution of the work.
4. **The Earnest Money Deposit (EMD) of Rs 65,395/-** mentioned above is absolutely mandatory. EMD may be submitted in the form of **Bank Draft/ FDR /Call Deposit drawn in favor of the Assam University, Silchar** from a scheduled /nationalized bank only, failing which the tender will not be accepted. Soft copy of such EMD be uploaded while submitting the tender and hard copy of the EMD has to be submitted to Engineering Section, AUS on or before the Day of tender opening.
  - a. EMD to be sealed in Envelop No-1
  - b. Envelop No-2 should contain following documents: -
    - i. Self-attested registration certificate,
    - ii. Self-attested PAN Card,
    - iii. Self-attested GST Registration,

- iv. Self-attested EPF registration, copy of latest challan,
- v. Self-attested ESIC registration, copy of latest challan,
- vi. Self-attested work experience certificate for similar nature of work,
- vii. Self-attested bank solvency certificate,
- viii. Self-attested Certificate and undertaking in original from the Engineer employed,
- ix. Self-attested copy of tender document.
- x. Self-attested copy of Income tax return of the last financial year.

c. Envelop No-1 & 2 to be inserted in a single Envelop No-3 properly sealed with wax and super scribing Name of Work, Closing Date & Name of Agency/Contractor on the cover of the Envelop No-3.

NB: - If any Bidder is found to submit any misleading information regarding their credentials, during or afterwards, of tendering procedure and execution of work, then disciplinary action will be taken against those bidders as per GOI rules.

5. Tenders should be valid for 90 days from the date of opening of the tenders and may have to be extended further if considered necessary by the University. No reasons will be assigned for extension and no withdrawal shall be allowed. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, which-ever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the University, then the University shall, without prejudice to any other right or remedy, be at liberty to forfeit the said Earnest Money Deposit.

**6. The time allowed for completing the work will be 365 Days from the issue of work order.**

7. No Telex/ Tele fax/ Telegram/ E-mail of the Techno-Commercial and Price bids will be accepted. The University is not responsible for Postal/ Courier delays. The parties have to ensure the receipt of bids well in time.

8. If the date of tender submission and opening happens to be unforeseen holiday, the same will be postponed to the next working day without any further intimation.

9. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received without assigning of any reason thereof. All tenders in which any of the prescribed condition is not fulfilled or any condition put forth by the tenderer, shall be summarily rejected.
10. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tender submitted by the contractors who resort to canvassing will be summarily rejected.
11. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.
12. This Notice Inviting Tender shall form a part of the contract document.
13. The successful tenderer/ contractor, on acceptance of his tender by the University, shall within 15 days from the stipulated date of start of the work sign the contract agreement in standard form consisting of the notice inviting tender, all the documents including additional conditions, specifications and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
14. No materials will be supplied by the University.
15. In case of delay in completion of the work within the stipulated time due to reasons attributable to the contractor, Standard Liquidated Damage @ 0.1% of the final bill value shall be recovered for each day of delay from the final bill or the part thereof subject to a maximum of 10%.
16. The contractor shall obtain a valid license under the contract labour (R&A) Act, 1970, and the contract labour central rules 1971, during the commencement of the work, and continue to have a valid license until the completion of the work. The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986 and other labour laws. Any failure to fulfill this requirement shall attract the penal provisions of this contract arising out of the resultant non-execution of the work. No labour below the age of fourteen years shall be employed on the work.
17. EPF& ESIC registration is mandatory which is to be submitted along with the latest challan receipt during submission of tender document. The latest challan copy means payment receipt of wage month within two months of last date of submission of the bid.
18. During Opening of tender only representative duly authorized by the agency / contractor will be allowed to be present.



19. All relevant documents submitted with the tender should be self-attested (by the agency/ contractor) and on demand original copy must be produced failing which tender will not be considered.
20. Authenticity of signatory (contractor) of tender document will be verified before finalization of tender document.
21. Tax at higher of prescribed rate or 20% will be deducted on all transactions liable to TDS, where the permanent Account Number (PAN) of the deductee is not available.
22. The successful tenderer, shall deposit an amount equal to 5.00% of the tendered and accepted value of the work as performance guarantee in one of the following forms: Deposit at Call Receipt/Banker's Cheque /Demand Draft/Pay Order of a Scheduled Bank. /Fixed Deposit Receipt (FDR) of a Scheduled Bank. /An irrevocable bank guarantee bond of any scheduled bank or the State Bank of India.
23. 05% security money will be retained by the University from the bill value which shall be released after 01(one) year of satisfactory completion of work along with 05% of Performance Guarantee.
24. EMD of unsuccessful bidder shall be released within 02 (two) months after issue of work order to the successful bidders.
25. If the work is found not as per specification or abandoned by the executing contractor/agency, same will be cancelled and remaining work will be done through other contractor/agency at their cost & risk.
26. Opportunity to unemployed engineers and architects: Unemployed engineers in any stream of engineering/architecture from recognized institution or University can apply for works with estimated cost less than or equal to 5.00 lakhs for civil works and 2.00 lakhs for electrical works. The works experience criterion and financial soundness shall not be applicable for them.
27. **An Graduate Engineer/Diploma with minimum five years' experience in the required field must be engaged by the contractor** for all Electrical works of value greater than or equal to 5.00 Lakhs .The Degree/Diploma certificate duly signed by Engineer mentioning full name and date , the signature date should be within two months from last date of submission of bid and without any overwriting. The Engineers undertaking as per prescribed format at Annexure-B should be accompanied by Engineers PAN Card/Driving License/Equivalent Document Issued by GOI for signature verification. The Site Engineer engaged must be familiar with all the works specified in the contract & must be acquainted with

CPWD specification and should hold a valid electrical supervisory certificate of appropriate voltage level issued by the Electrical Licensing Board, Govt. of Assam. The engagement of engineer is not mandatory for Contractor possessing equivalent technical qualification in the required field.. During execution of the site works if site supervisor Engineer with adequate knowledge and qualification is not found, the contractor shall be liable for penalty payment @ 1% of the tender accepted value for each day of such noncompliance on record. Subject to a maximum of 10% of tender acceptance value.

28. Electrical works are prone to short circuit and fire hazards and poor workmanship may cause damage to life and property of the University, therefore successful bidder shall depute only trained and certified workmen during site execution of the works. The laborers engaged during the works execution at site should have valid wireman certificate of appropriate voltage level issued by Electrical Licensing Board, Govt. of Assam. During execution of the site works if workmen with adequate knowledge and qualification is not found, the contractor shall be liable for penalty payment @ 1% of the tender accepted value for each day of such noncompliance on record. Subject to a maximum of 10% of tender acceptance value.
29. Detailed computerized measurement entry in the measurement sheet (location wise) has to be made by the contractor and to be submitted to Engineering Section (AUS) for joint verification by the University Engineers and the Contractor. The joint verification has to be arranged by the Contractor.
30. The successful bidder shall be required to maintain site order book at each site as per CPWD format .The site order book for the concerned works and the labour acquaintance records must be submitted along with each RA Bill accounts /first & final bill claims by the contractor.
31. The bidder shall be required to sign the all the hardcopy bid documents with full signature and with seal and date. The bid should be accompanied by bidders PAN Card/Driving License/Equivalent Document Issued by GOI for signature verification.
32. The work experience certificate/credential must be of similar nature unless otherwise specifically mentioned in the NIT. Ambiguous Work experience credential where the nature and value of relevant/similar nature of works cannot be ascertained may lead the technical disqualification of the bid.
33. Before procuring any major items like Air conditioner/Stabilizers/cu-wires/AB Cables/UG cable/MCCBs/UPS/Lifts/Flood lights or as directed etc., the Contractor

must take prior written approval of the EE/AE/JE and submit test report as per the direction of Engineering Section. For approved brand please ref to APDCL memo no: CGM (PP&D)/APDCL/Vendor approval (Main)/2017-18/144 dated 08.03.2022 up to the latest amendment.

34. Bank solvency as per prescribed format (Annexure-A) issued during the financial year as per prescribed format (Annexure-A) for value at least 40% of the estimated cost has to be submitted in original/duplicate for works with estimated cost of below 5 lakhs. And for works with estimated cost of 5 lakhs and above, Bank solvency as per prescribed format (Annexure-A) for value atleast 40% of the estimated cost has to be submitted in original - failing which the Bid will be rejected.
35. The Contractor has to arrange water supply/electricity at his own cost for his site office as well as for all construction works to be executed by him. As the University has acute water crisis problem, so University will not be able to supply water.
36. Bank solvency certificate as per our enclosed format is to be issued by any schedule/ nationalized bank which
37. Arbitration: In case of dispute or difference between the parties in the contract or its execution thereof, the same will be sorted out amicably, mutually. In the event that an amicable settlement cannot be reached, any dispute arising out of or relating to this Agreement shall be settled by a sole Arbitrator appointed by mutual agreement, the place of Arbitration shall be Assam University Silchar and in case of failure to settle the matter through arbitration the provisions of Arbitration and Conciliation Act, 1996 will be applicable and subject to jurisdiction of court of Silchar at the request of either party. This Agreement shall be guided by relevant applicable Laws of land.
38. At any time prior to the deadline for submission of bids, the University may, if necessary, modify the tender document by a written amendment. All prospective Tenders will be notified of the amendment which will be binding to all the bidders. The amendments will be notified on the websites, <https://eprocure.gov.in/eprocure/app> or [www.aus.ac.in](http://www.aus.ac.in).
39. The bidders are advised to get themselves registered on the e-Procurement portal at least a week before the scheduled date and time of bid submission. This will help the new bidders/vendors to get familiar with the e-Procurement portal. The bidders must arrange computers/laptop, high speed internet and other

equipment etc. required for bid submission. For more details visit <https://eprocure.gov.in/eprocure/app>

40. Those bidders, who accept the above terms and conditions, may submit their tender along with all relevant documents and a copy of above terms and conditions of the tender duly signed.

41. The bidders are directed to complete the works strictly within the stipulated time, failing which Assam University may not be in a position to make payment after the fund validity is over.

42. **Fraud Warning Disclaimer:**

Please be aware that certain individuals might approach bidders, by falsely presenting themselves as university employees, affiliates agents or representatives. Under this false pretense, they might try to gain access to your personal information or to acquire money or other valuables from you by offering fictitious opportunities related to the bid or by claiming that they are contacting on behalf of university authority. These claims and offers are fraudulent and invalid and bidders are strongly advised to exercise great caution when they receive such an offer related to bid or notice. Be very mindful of such scams as university shall not be responsible for, and expressly disclaims all liabilities for damages of any kind arising out of the use of, NIT reference, bid details or any information contained on the University website or CPPP website. For any clarification related to published bids on CPPP and AUS website bidders are advised to visit Engineering section of the University.

**Sd/-**

**Executive Engineer (Electrical) i/e**

**SECTION - II: PROFORMA FOR SUBMISSION OF TENDER**

To,  
Executive Engineer (Electrical) i/e,  
Assam University, Silchar - 788 011

**Subject:** 24X7 OPERATION & MAINTENANCE CONTRACT FOR 2X2.5 MVA, 33/11 KV DEDICATED SUBSTATION, AT ASSAM UNIVERSITY, SILCHAR.

Sir,

Having carefully examined and read the Notice Inviting e-Tender, Tender documents and all other documents attached regarding **Tender No AU/ENGG/MAINT/ELECT-08/2025**, I/We hereby tender for the execution of the work specified for Assam University, Silchar in the documents as per the conditions mentioned therein.

I/We enclose herewith Earnest Money Deposit of Rs 65,395/- in the form .....from.....(name of bank) in favour of Assam University, Silchar.

I/We certify that we have carefully read each and every condition and technical specifications given in this Tender Documents and understood the same, and I/ We conform our acceptance of the same.

I/We agree to abide by this tender initially for a period of **90 days** from the last day fixed for opening of Tender by the University and it shall remain binding on me/us and order may be accepted at any time before the expiry of that period.

I/We hereby undertake not to withdraw from this Tender, during this period of **90 days**. However, if I/ We withdraw it, the University shall have right to invoke the Earnest Money without reference to me/us.

Should this Tender be accepted by the University I/we hereby agree to abide by and fulfill all terms and conditions of Tender Documents and in default thereof.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/ confidential documents and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the University.

**Signature of tenderer:**

### TENDER

I/We have read and examined the notice inviting tender, physically verified the site working conditions, schedule, specifications applicable, General Rules and Directions, Conditions of contract and special conditions, schedule of rate and other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for AU, Silchar within the time specified and in accordance in all respects with the specification, designs drawings and instructions in writing referred to in General Rule and Directions and in the conditions of contract and with such materials as are approved by the University Authority, and in respects in accordance with, such conditions so far as applicable.

I/We agree to keep the tender open for 90 days from the due date of submission thereof and not make any modifications in its terms and conditions.

A sum of **Rs 65,395/-** is hereby forwarded in FDR/ Call deposit in favour of Assam University, Silchar of scheduled Bank as earnest money. If I/We, fall to commence the work specified I/We agree that the A.U., Silchar or his authorized officer successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to therein and to carry out such deviations as may or orders, up to maximum of the percentage mentioned in the conditions of contract and those in excess of limit at the rates to be determined in accordance with the provision mentioned in the tender form.

I/We agree that should I/We fall to commence the work specified in the above memorandum, an amount equal to the amount of the earnest money mentioned in the form of the invitation of tender shall absolutely be forfeited and the same may be the option of the competent authority on behalf of the A.U. Silchar be recovered without prejudice to any other right or remedy available in law out of the deposit in so far as the same may extend in terms of the said bond and in the event of deficiency out of any other money due to me/ us under this contract or otherwise.

Date

Signature of Contractor

Postal Address & Tele No.

## **SECTION-III**

### **GENERAL RULES AND DIRECTIONS**

#### **1. SUBMISSION OF TENDER**

- a) The General Conditions of Contract for Central PWD /APWD Works shall be the guiding principles for this work. Tenderer are advised to procure the same and familiarize themselves with the provisions of the above-mentioned Conditions of Contract.
- b) The University reserves the right to alter, modify any Tender Conditions, technical specifications etc., before tender opening and may seek fresh quotation depending upon necessity, and may even withdraw/ cancel the tender, without assigning any reason.
- c) All amendments/ revisions to tender documents issued by the University, if any, must be signed and submitted along with the tender. The tenderer are advised to submit the tender based strictly on the terms and conditions and specifications contained in the tender documents, and not to stipulate any deviations.
- d) Tenders shall be prepared and submitted in soft copies of their bids electronically on the e-bid Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal <https://mhrd.euniwizarde.com>, prepare their bids in accordance with the requirements and submitting their bids online on the e- Procurement Portal
- e) Insertion, postscript, addition and alteration are allowed till before the time of the closing of tender. In the event of the tender being submitted by a firm, any of the partners may upload and submit the tender

#### **2. TENDERER TO INFORM HIMSELF FULLY**

The tenderer is required to carefully examine the technical specifications and other details relating to the work given in the Tender documents and fully inform himself as to all conditions and matters that may affect the work or the cost thereof. The tenderer shall be deemed to have independently obtained all necessary information for the purpose of submitting the tender and his tender as accepted shall be deemed to have taken into account all contingencies as may arise due to such information or lack of the same.

Validity of tender: Tender shall remain valid for acceptance for a period of not less than **90 days**

#### **3. CLARIFICATIONS**

The Tender Document issued is complete in all respect and no further clarifications are elaborated. However, in so far Technical Clarifications if any are concerned even though not binding on university can be ascertained from the University.

#### 4. QUOTATION OF PRICE / RATES

This being item rate tender, the tenderer shall state at what rate he will be willing to undertake the work. Rate should be quoted **in Item Rate Basis**.

#### 5. COMPLETION TIME

The completion time is the essence of the contract. The Tenderer shall complete the work within the period indicated in the Notice Inviting e-Tender.

#### 6. TRANSFER OF TENDER DOCUMENTS/ TENDERS

Transfer of tender documents purchased by one tenderer to another is not permissible. Similarly transfer of tenders submitted by one tenderer to another is not permissible under any circumstances. The alteration of essence of tender once submitted is also not permissible.

#### 7. LANGUAGE

The Tender shall be submitted in English language only.

#### 8. EARNEST MONEY DEPOSIT

The tender must be accompanied by the Earnest Money Deposit pledged in favour of **Assam University, Silchar**, in the form of Demand Draft / FDR/Call Deposit as indicated in the Notice Inviting Tender. If the tenderer after submitting online his tender release from his offer or modify the Terms and Conditions thereof in a manner not acceptable to the University, the Earnest Money will be forfeited. Tenders not accompanied by the earnest money deposit will not be considered and will be summarily rejected.

- a) On Non-acceptance of tender, but in any case, not earlier than the expiry date of the period for which the tender is kept open, the Earnest Money shall be discharged.
- b) Should the Tender in question be withdrawn or cancelled by the University, which the University shall have the right to do at any time, Earnest Money will be discharged.
- c) Should the successful tenderer fail or refuse to duly sign the contract within the period fixed by the University or fail/refuse to commence the work within the stipulated time, the Earnest Money shall be forfeited without prejudice to his being liable for any further loss or damage incurred in consequence by the University.
- d) The L-1 Tenderer has to submit 5% performance guarantee of the tendered amount for all works with estimated cost of 5.00 lakhs and above, within 15 days of issuing letter of acceptance as per CPWD General Conditions of Contract which must be valid till the finalization of the work and release of SD money. After submission of 5% performance guarantee, the 2% EMD submitted by the bidder during tendering will be released.

#### 9. NO CLAIM FOR COMPENSATION FOR SUBMISSION OF TENDER

The Tenderer whose tender is not accepted shall not be entitled to claim any costs, charges and expenses of any incidental to or incurred by him thorough or in connection with his submission of tender, even though the University may modify/ withdraw the Tender.



10.       **LOWEST TENDER NOT NECESSARILY TO BE ACCEPTED**

The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.

11.       **TENDER EVALUATION**

The Tenders received and accepted will be evaluated to ascertain the best and lowest workable tender in the interest of the University, for the complete work covered under the technical specifications and documents.

## SECTION - IV:

**SCOPE, TERMS & CONDITIONS FOR 24X7 Operation & Maintenance Contract for 2X2.5 MVA, 33/11 kV Dedicated Substation, AT ASSAM UNIVERSITY, SILCHAR**

### **Scope and Works Schedule:**

**Scope:** The successful bidder shall be responsible to execute the 24X7 Operation & Maintenance Contract for 2X2.5 MVA, 33/11 kV Dedicated Substation, AT ASSAM UNIVERSITY, SILCHAR works as per the instructions of the Engineering Section.

As the AMC works shall span over the entire year-the bidder shall be required to execute any upward/downward *deviation in quantities* of the Price Bid Items as per the actual requirements and directions of Engineering Section and the bidder shall not be eligible to claim any item wise deviation cost.

The bidders shall be vigilant to Electrical Safety Standards and execute Electrical repair maintenance works expeditiously to assist official and academic activities of the University.

### **Works schedule:**

Scope of the Rate Contract shall cover all the Electrical Equipment's & System 33/11KV Switch yard along with all 33/11KV equipment's like Transformers, CTs, PTs, Isolators, LAs, CBs etc. & associated Power Transformers and 11KV control room building including HT AC power distribution System & DC distribution System, Switchgears, Associated Power Control & Feedback cables etc. at inside of 33/11KV Switchyard and associated Transformers area.

### **SCOPE OF WORK:**

Annual Operation and Maintenance contract for 33/11KV/ Substation and associated HV switchgears at Assam University Dedicated Power Substation. The scope of work shall include Routine Checks, Monitoring, Up-keepment, Troubleshooting & attending all sorts of day to day electrical faults in electrical system and maintenance (Routine/ Preventive/ Predictive/ Breakdown/ Shutdown/ works and other miscellaneous works i.e. cleaning, dweeding etc., Condition Monitoring support, Emergency call Service, assistance during important activities viz. Testing, Commissioning & Overhauling etc. at area under the scope of Rate Contract. Apart from the scope of work, which has been mentioned below in detail, the actual scope may also include any other works (except which are not major) that are implicitly and explicitly associated with the scope but not mentioned specifically to achieve the above objective.

The contactor should perform the relevant work activities towards completion of the assignments within mutually agreed time frame commensurate with the requirement. All sort of necessary modification work as deemed necessary & advised by the Engineer - in -Charge (EIC) will have to be executed for successful completion of the work. (A) Routine checks/ upkeep of

equipment's: Regular vigil on operating parameters of Switchyard equipment & installations of each 33/11 KV bay, transformers etc. under the scope of Rate Contract on round the clock basis. Remedial action to be planned on the basis of observation of system data noted/recorded during last 24 hours by shift personnel/data recorders in conjunction with the Planning/implementation of corrective measure(s) in respect to any abnormality, in discussion with EIC. Logging & record keeping the Equipment status/parameters for all the equipments under the scope of Rate Contract on daily basis as per the instruction of EIC in approved format. Logging/ Record keeping of the trouble register/Job register, issuance/receipt of material at site store on daily basis or as and when required as per direction of EIC.

Up-keep of Control and Relay Panels in the Control rooms, Switchyard MCC, DC /AC panels for switchyard system, Battery system, Float cum Boost Charger, battery room, switch yard equipments / installations, control cubicles for Circuit breakers & Isolators and other switchyard equipments to be maintained neat and clean and to the satisfaction of EIC by cleaning / upkeep on regular basis. Cleaning of equipments/installations requiring shutdown/power blocking shall have to be planned in consultation with EIC. Regular vigil on growth of vegetation in switchyard & Transformer yard and equipment enclosures and immediate reporting for remedial action.

Deweeding/ All sorts of cleaning & beautification of entire area (viz. switch yard, control room, Transformer yard & panel room etc.) under the scope of Rate Contract on regular basis. Checking of all indication/annunciation system in all the electrical panels, switchgear items, transformers etc. under scope of Rate Contract and necessary rectification of the same immediately as per the instruction of EIC.

- A. Providing assistance in visual checking to detect any flashovers / hot spots in the switchyard & Transformer yard and necessary logging of the same. Physical checking and rectification of earth connection for switchyard/transformer yard equipment's and repair if found broken. Daily/Weekly/Monthly up-keepment of DC system such as cleaning of batteries, topping up of distilled water, recording of battery readings as per direction of Site - in Charge Providing operational assistance to the shift personnel and if any problem is observed during operation of the equipment's under scope of Rate Contract, that has to be attended at the earliest. Ensuring the desired switching of all peripheral light & Tower light in the sub-stations areas under the scope of the Contract along with checking of the lights for non-glowing. Providing assistance during fixing, replacement of light fittings with movement of ladder to different location, etc. as per direction of Site -in Charge Restoration of power supply (under the scope of Contract) at any point/ location due to any sort of breakdown/ interruption/ etc. Immediate action must be taken to rectify the fault and restore the power supply within shortest possible time as required. Assistance during checking/Testing/Repairing of Battery Chargers, Station Battery, Relay & Protection system etc. at different area under the scope of Rate Contract and any other work not mentioned specifically but necessary for the successful completion of the job as per direction of Site -in Charge Periodical checking, cleaning, tightening and Servicing the Connector, Terminals etc. at different panels, Bus bars, VCB etc. as per direction of Site -in Charge Preventive/ Predictive/ Breakdown/ Shutdown Maintenance and Testing:

**A) Transformers:**

1. Attending all sorts of faults / break down developed in the cooling system, Oil leakage from any point inclusive of replacement of

gaskets, tightness checking of all termination points as per direction of EIC.

2. Periodical maintenance of the Transformer such as topping up, attending leakage of transformer oil, tightening of oil filling plug, checking, cleaning & overhauling of cooling fans, checking and replacement of silica gel, check for cracks and dirt deposits in HV/LV bushings; cleaning and upkeep of transformer body and it's bushings, marshalling box, tap changer cubicle, checking of conservator oil level etc.; checking of all the radiator valve, checking for temperature alarm etc.; collection of oil samples as and when required for testing, checking of tightness of jumpers, neutral and equipment earthing, all the cover bolts; measurement of IR value of transformer etc.
3. Providing assistance during overhauling / periodic checking of the Transformer, the following checks / testing are to be carried out and appropriate action to be taken. Tan-delta and capacitance checking of bushing and winding, winding resistance, turn Ratio, Magnetizing current, Magnetic balance, tightness checking of connectors, tightening of all jumpers/earth connections/ nut and bolts/ gasket joints,
4. Checking of cooler control circuit, measurement of IR values of control cables / protection cables, checking of protection circuit, checking of relay and alarm contacts, checking of annunciation circuits at respective control rooms and earthing measurement, etc.
5. Phase marking by red, yellow, blue colour paint in each transformer is to be carried out as per the schedule.
6. Collection of oil sample from the Transformer for miscellaneous testing at Testing Laboratory as and when required and as per direction of Site -in Charge.

**B. Current Transformer (CT) :**

During planned shutdown of the 33/11KV Switch yard the maintenance of the associated C.Ts. such as cleaning of bushing & gauge glass, attending oil leakage if any, Tightening of nut and bolts of Clamps & Connectors of primary side, tightness of Tan Delta terminal, replacement of damaged parts if any including of gasket joints, oil filling if required, measuring of IR value for both Primary & Secondary, tightening of secondary connectors, tightening of jumpers / structures and earth connectors, Providing assistance during testing of CT by Tan Delta measuring instruments, primary injection to test the CT healthiness if necessary, changing of connector / hardware, fabrication and replacement / maintenance of CTJB and its cover along with replacement

**C. Isolators & Earthing Switch :**

Cleaning in all respect, check the tightness of nut and bolts, alignment checking, adjustment of the tie rod, lubrication of moving parts and operating mechanism, changing of the bearings, visual checking /cleaning of auxiliary contacts, cleaning and greasing of Male / Female Jaw contact and also changing of the same if required, checking of manual and electrical operation ( Both in Individual/ Master mode from local and remote), checking of indication ckt, checking of interlocks, tightening of nuts and bolts of the structures and earth connection, tightening of internal wiring connection in the marshalling boxes, maintenance of cover of control kiosk box of

isolators if necessary, checking healthiness of gaskets else replace, changing of connectors / hardware, main contact resistance measurement and meggering of motor winding and control ckt., Providing assistance during testing of isolators, inspection of support insulators for any crack and attending all sort of incidental trouble to put the isolator/Earth switch Checking and alignment of earthing blades, cleaning of contacts, operation checking. Providing assistance during all sorts of electrical/electromechanical fault finding and necessary rectification/replacement of Male/Female Jaw contact, Auxiliary Cam Switch assembly, Motor and other accessories in 33/11KV Isolators & Earth Switch including necessary interconnection, socketing, cleaning, refitting as per direction of Site -in Charge.

**D. Circuit Breakers :**

Cleaning in all respect, tightening of looseness of all connections in control unit, control cubicle, checking of IR value of power and control cables , tightening of all nuts and bolts including structures and earth connection, tightening of cable connection, tightening of associated Clamps/ connectors, checking of IR value across fixed and moving contact in both open and close condition, checking of Interlock logic, maintenance / Checking of indication ckt, adjustment / changing of Aux. Contact and necessary ckt., and panel in all respect, checking of breaker operation (local / remote), functional checking of trip circuit, Providing assistance during time testing for closing and opening and checking.

**E. Lightning Arrestor (LA) :**

Complete checking & cleaning of arrestor housing insulator, tightening of nuts and bolts of structures/clamp / jumpers and earth flat, testing of surge counters, records of leakage current under rated voltage, Check the resistance of ground connection/ earthing and IR value of each stack of LA, soil resistivity measurement in periodic manner along with the logging.

**F. 33/11KV Bus/Bay:**

(a) Attending all sorts of faults/ hot spot/ break down developed at Pipe bus/swing bus or connectors at different junction points/take-off points/equipments and necessary tightening, thorough cleaning, rectification/replacement of Pipe Bus, different type of clamps & connectors, associated nut-bolts and washer, dropper, jumper, spacer, Bi-metal strip etc. as per the direction of Site -in Charge.

(b) Periodical maintenance of all the dropper/Jumper and all the Bays such as checking, cleaning & tightening of associated clamps & connectors, thorough cleaning of insulator stack as per the direction of Site -in Charge.

**G. Miscellaneous jobs-**

(a) Painting & Marking: Proper Identification of all the equipment's (to be displayed in black color letters over yellow background), phase marking and minor touch up/tit-bit painting work of switchyard equipment. NIT shall provide paint, primer, thinner and Contractor shall provide all other consumables and T&P required for the job.

(b) Replacement / jointing of power supply cables / control cables: Laying, fixing & termination of power supply cables / control cables etc. from control room to the respective equipment to be carried out by the contractor, straight through jointing of control cable (2/3/5/7C×1.5/2.5mm<sup>2</sup> size), paired feedback cable (10/12/16/19/24C×1.5/2.5mm<sup>2</sup>), Power cable of 2/3/3.5/4C up to 35mm<sup>2</sup>

size, Jointing of FO cable is also in the scope of contractor. However, jointing kit will be provided by NITD.

(c) Providing assistance during checking of control circuitry and replacement of Relays/Energy Meter etc. including necessary disconnection/identification/reconnection at area under the scope of Rate Contract and as per direction of Site -in Charge (d) Breakdown maintenance of overhead electrical line caused by storm, tree falling, etc. Any other maintenance work not mentioned specifically but necessary for satisfactory operation of S/Y, transformer yard etc. including all necessary assistance for testing etc. shall be within the scope of the contract.

#### **AMC SERVICE TERMS AND CONDITIONS:**

1. AMC will be for a period of twelve month commencing from the date of the Agreement comes into force. This can be cancelled unilaterally by the Competent Authority of Assam University, Silchar (AUS), whenever the service is not found to be satisfactory. The AMC contractor's service may be extended on existing quoted rates and tenders terms & condition as per the decision of competent authority.
2. The financial bids shall be strictly as per the prescribed format enclosed with the bid document. The quoted service charges shall also include insurance charges, Work contract tax, GST, EPF, ESI, Tools and tackles, service tax, excise duty, octroi and any other tax and statutory charges or other levy whether existing or future, levied by the central government or any State or local authority if applicable.
3. The rates accepted will remain firm and fixed during the period of the contract under consideration.
4. The rates quoted shall be inclusive of all applicable taxes and applicable statutory charges.
5. Skilled Staff required to be deployed at Site:
  - i. Round the Clock adequate no of Supervisors to supervise power substation routine operation maintenance works every day.
  - ii. Round the Clock adequate no of Electrician for day to day power substation routine operation maintenance works.
  - iii. Round the Clock adequate no of Helper to carry out the day to day Electrical maintenance work

Note: Ensure that he/she deploys only adult, trained and competent persons who are physically fit and are not suffering from any chronic or contagious diseases for carrying out the maintenance works.

6. For round the clock operation and maintenance of the power substation there should be at least 02 nos of staff present on the Power substation including Supervisor/Electrician/helper as required.
7. The bidder shall be responsible for co-ordination with designated agency/Discom during restoration of the HT line faults (33/11) kV as required and as directed by the EIC, any violation/negligence in this regards shall attract penalty as per clause no-41.

8. The contractor will engage license holder Supervisors of appropriate voltage level for operation of 33/11 KV SS, 33kV and 11 kV lines competent for the job round the clock and having requisite works experience.
9. The contractor will have to arrange all types of tools, tackles and instruments to carry out the above works at their cost.
10. Personally, and exclusively supervise or employ sufficient supervisory personnel, exclusively to supervise the work of his/her employees so as to ensure that the services rendered safely and are carried out expeditiously.
11. The contractor will have to carry out the necessary repairs and maintenance works even during night hours.
12. The contractor will have to carry out all the electrical jobs as per Indian Electrical rules (1956), Indian Electricity Act, Pollution Control Board (State/Union Govt. Rule), Electricity Board (State/Union Govt. Rule) and procedure laid down from time to time in this behalf.
13. Be liable for any damage caused to the University or its premises or any part thereof or to any fixtures or fittings thereof or any property of the University and therein by any act, omission, default or negligence of the contractor or his employees or agents.
14. Supply identity cards to his/her employees or agents who shall be doing the subject job at the University premises. All the employees and agents should bear the identity card for all the times they are working in AUS campus.
15. Provide distinct uniform's to his/her employees or agents and shall be kept neat, tidy and in a wearable condition.
16. All tools and machinery required for routine/preventive maintenance work such as pliers, cutters, screw drivers, spanner sets, blowers, drill machines, meggers (5KV), clip on meter, multi meter, earth tester etc. shall be provided by the contractor. No extra payment will be made for the same.
17. The successful bidder shall be responsible for operation and maintenance of the substation yard lighting for safety and security, ensuring adequate illumination for personnel to work and move around equipment safely, even at night.
18. The successful bidder will be provided office premises on rent basis.
19. Successful tenderers should maintain a store with adequate materials in the campus required for immediate rectification of lighting faults, control cable faults, circuit breaker faults, Control & Relay panel faults, Battery charger faults, CT/PT faults any other faults that may arise during operation of the power substation shall be required to be rectified on emergency basis.
20. Materials to be used should be of approved and branded make (CPWD/APWD/APDCL approved makes) and as directed.
21. Cable fault checking and jointing with required cable joint materials of all electrical equipment's and repairing the same with, digging , refilling, and leveling of land with necessary materials / spares are in the scope of contractors.
22. Attending to faults in power substation, VCB's, CR panel, battery chargers, panel board etc. Incase of major brake-down, the contractor should assist incharge/department staff till the rectifications of the defects.

23. Attending cable faults, terminations of cable, re-termination, if required. The contractor shall arrange to give temporary connection if the cable fault could not be rectified within a day.
24. Operation and maintenance of all major electrical installation in accordance with Manufacture's specifications, instruction Manuals, IE rules and other rules as specified by CEIG and APDCL.
25. To check the Power Factor (PF) and operate the capacitor bank for PF correction, if required.
26. Checking of all earth electrodes, continuity of earth, measurement of earth resistant and maintain record for each electrode at least once in a six months.
27. Any other item/work not included above required for ensuring uninterrupted and smooth electrical maintenance at the campus.
28. The Contracting Agency will keep proper record of the consumables issued/supplied for replacement. The replaced items/consumables will be returned to the Institute. The records should be weekly submitted at engineering section.
29. Co-ordinate and liaison with APDCL, on behalf of the Assam University and do all the needful under intimation to the Assam University, Engineering Section to provide uninterrupted supply of electricity in the campus.
30. The successful bidder should personally and exclusively or through supervisory personnel should arrange for 33/11 KV s/s, HT line shutdowns in liaison and co-ordination with APDCL site in charge in order to carry out repair maintenance works.
31. Necessary safety measures and tools tackles needs to provided by the successful bidder to carry out maintenance works at site. The works need to expeditious executed by trained and experienced personnel only.
32. The Contracting Agency shall have to abide by and observe the Rules/Regulations and safety measure in force with regard to repair and maintenance of equipment's and installations systems covered under this award and the Contracting Agency shall be responsible for the same. The Contracting Agency shall keep the Institute indemnified from any penalties or litigation arising due to non-compliance of any rule/regulations in discharge of the responsibilities.
33. Minor gas wiolding, gas cutting and electric wiolding etc. for electrical panel, discontinued earth strips etc. as directed by deptt.
34. Maintaining of records like attendance of duty staff, log books for equipment, Stock Book of spares / materials etc., as required.
35. The contractor shall depute an adequate no of the specified man power for carrying out the day to day maintenance work in the University campus. However, if more man power is required for exigency as per instruction of the Registrar/EIC, AUS, the contractor has to provide the same as directed.
36. Any change of persons engaged and details of replacement should be intimated to the Engineering Section, Assam University.
37. The firm shall be solely responsible for any negligent acts of their personnel and shall indemnify AUS against any loss or damage to its property or injury to its employees due to such acts.
38. AUS shall not be a party to any dispute between the firm and the personnel deployed by them.
- 39. Tools & Tackles:**

The Contractor should maintain/promptly arrange the tools/tackles required for smooth execution of the work. An indicative list of tools/tackles is mentioned hereunder: -

  - i. Megger - 1000/5000 volts.
  - ii. Crimping tools. (Size up to 400 sq.mm.)



- iii. Ratchet set.
- iv. Dedicated Mobile set for communication with substation operators
- v. Tool kit {D – Spanner, Ring Spanner (5-40 No's each)}.
- vi. Pliers, tester & test lamps.
- vii. Earth tester.
- viii. Power meter.
- ix. High voltage discharge rod.
- x. High voltage safety gloves 01 pair.
- xi. Torch, emergency light.
- xii. Electrical screw driver set.
- xiii. Hand gloves and safety belts 02 nos.
- xiv. Umbrella 02 nos
- xv. Safety boot 02 sets
- xvi. Rain coats 02 sets
- xvii. First aid Kit.
- xviii. Ladder

40. The successful bidder shall be required to maintain proper office facility within university campus with following facilities:

- a) Computer with internet facility 01 nos.
- b) Data and record maintaining staff 01 nos.
- c) Landline/mobile nos. to contact.
- d) First aid kits.
- e) Material utilization Challan, records should be submitted on daily basis for verification. If there is delay engineering section may not consider submitted challan of used materials.

Note: Office premises shall be provided on rent basis

41. In the case of delay in attending to the complaints, penalty at the following rates will be levied:-

- |  |                              |
|--|------------------------------|
| (a) Delay of upto 24 hours                           | - Rs.5000 per complain/day   |
| (b) Delay in excess of 24 hours and<br>Upto 48 hours | - Rs.8000 per complain /day  |
| (c) Delay in excess of 48 hours                      | - Rs.10000 per complain /day |

The period will be reckoned from the time of lodging the complaint/occurrence of fault, etc.

42. Procedure for Submission of Monthly Claim Bill

Monthly claim bill shall be submitted by the contractor in pre-printed bill form, showing clearly the following details:

- (a) Name of the firm/ contractor with complete postal address, phone/ mobile no, email etc.
- (b) PAN issued by the IT Department.
- (c) Registration No. issued by the concerned Govt. Department.
- (d) GST registration No.

43. Conditional bids shall be summarily rejected.

#### **Maintenance schedule to be followed**

##### **Daily Check:**

Check all the equipment's installed in the Sub-station for

- 1. Any abnormal heating/smell/noise.
- 2. Check for any breakage/oil leakage in the equipment installed.

3. Any inflammable materials like oil, broken furniture, packing etc are stored in the substation. If any fire hazardous are stored it has to be removed immediately.
  4. In case of outdoor installation inspect for abnormality.
  5. Record various reading in the log book.
  6. Ensure that the HT tripping circuit is in working condition.
  7. DC voltage in case of indoor CR panel should be checked.
  8. Ensure that only one power transformer works at a time (incase 100% standby capacity is available) & is altered monthly. The other transformer shall be kept charged at no-load condition.
- Note: If anything, adverse is noticed during the daily check the matter will be reported to the EIC and wherever necessary corrective measures should be taken immediately.

#### **Monthly check:**

1. Check for tightness of connections in all the panels.
2. Check the tripping of HT panel, substation batteries for proper functioning.
3. Watering of earth pits and tightening of connections.
4. Check capacitor panel for proper functioning.
5. The color of the silica gel breather of the power transformer should be blue.
6. Check for electro-mechanical locking.
7. Check all relays, No Volt/Shunt trip, IDMT tripping for proper functioning.

#### **Quarterly:**

1. Topping up of insulation oil in the equipment installed up to the marked level
2. Check HT tripping circuit for proper functioning.
3. Incase of outdoor check operation of GOS.
4. Checking, cleaning and greasing of isolators.

#### **Half Yearly:**

1. Transformer insulating Oil BDV test and value record.
2. Earthing system check
3. Relays and other protective system working ckeck
4. Checking and cleaning of LA
5. On/Off operation of all switches including cleaning and lubricating of operating mechanism wherever reqd.
6. Cleaning of VCB and other switchgears contacts and tightening connections
7. Calibration of IDMT relays through M&T division

#### **Biannual:**

1. Painting S sign writing of pole structure, fencing, outdoor transformer & feeder pillar (within 02 months of taking over the site)
  2. Repair and testing of earthing chambers.
  3. Dehydration and filtration of insulation oil to standard value.
- Note: The dehydration & filtration of the transformer insulating oil shall be done once in a year. And testing of the installation shall be done once in a year to find out capacity and efficiency of various equipment's w.r.t their rating in IS.

## SECTION - V:

### TERMS AND CONDITIONS GOVERNING THE TENDER AND EXECUTION OF CONTRACT THEREOF

#### 1. DEFINITIONS

A. Unless otherwise required by the subject or context the terms herein below shall have the following meanings.

- a) The **Contract** means the documents forming the tender and acceptance thereof and the formal agreement executed between the competent authority on behalf of Assam University and the Contractor, together with the documents referred to therein including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Registrar, Assam University and all the these documents taken together, shall be deemed to form one contract and shall be complementary to one another.
- b) **Client** means Assam University acting through the Registrar, Assam University, Silchar.
- c) The **Contractor** shall mean the individual, 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 assigns of such individual, firm or company.
- d) The expression **works** or **work** shall, unless there be something either in the subject or context repugnant to such construction, be construed and taken to mean the works by or by virtue of the contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.
- e) The **site** shall mean the land/ or other places, on, into or through which work is to be executed under the contract or any adjacent land, path or street which may be allotted or used for the purpose of carrying out the contract.
- f) **Tender Value** means the value of the entire work as stipulated in the letter of award.
- g) Where the context so requires, words imparting the singular only also include the plural and vice versa. Any reference to masculine gender shall whenever required include feminine gender and vice versa.
- h) As stated in Section III, Clause 1.1, the General Conditions of Contract for Central PWD Works shall be the guiding principles for this tender. The Clauses of Contract mentioned therein shall also be applicable herein and only those Clauses that need addition, emphasis and modification in context of this tender are enumerated below. Contractors are once again advised to familiarize themselves with the General Conditions of Contract for Central PWD Works.

#### 2. SIGNING OF CONTRACT AGREEMENT

- a) On the tender being accepted by the Client, a formal contract may be signed and executed by and between the Client and the successful tenderer within a time to be fixed by the Client, which shall anyhow be within 15 days from the stipulated date of start of the work.
- b) The contractor shall be furnished, free of cost one certified copy of the contract documents except standard specifications, Schedule of Rates and such other printed and published documents, together with

all drawings as may be forming part of the tender papers. None of these documents shall be used for any purpose other than that of this contract.

### **3. SCOPE OF WORK**

- i. The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plants, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works. The descriptions given in the Schedule of Quantities shall, unless otherwise stated, be held to include wastage on materials, carriage and cartage, carrying and return of empties, hoisting, setting, fitting and fixing in position and all other labours necessary in and for the full and entire execution and completion of the work as aforesaid in accordance with good practice and recognized principles.
- ii. The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in price bid which rates and prices shall, except as otherwise provided, cover all his obligations under the Contract and all matters and things necessary for the proper completion and maintenance of the works

### **4. DISCREPANCIES AND ADJUSTMENT OF ERRORS**

- i. The several documents forming the Contract are to be taken as mutually explanatory of one another, detailed drawings being followed in preference to small scale, drawing and figured dimensions in preference to scale and special conditions in preference to General Conditions.
- ii. If there are varying or conflicting provisions made in any one document forming part of the contract, the Registrar, Assam University shall be the deciding authority with regard to the intention/interpretation of the document and his decision shall be final and binding on the contractor.
- iii. Any error in description, quantity or rate in Schedule of Quantities or any omission there from shall not vitiate the contract or release the Contractor from the execution of the whole or any part of the works comprised therein according to drawings and specifications or from any of his obligations under the contracts

### **5. TERMS OF PAYMENT**

Subject to any deduction, which the client may be entitled to make under the Contract, all payments to contractor for the work will be made on completion of the work as per approved specifications through digital mode by direct credit to the bank account of the contractor on satisfactory completion report and signing of the computerized Measurement Book & bill by Site (i/c) of the proposed work and Registrar without which payment will not be released. The Computerized measurement sheet must be submitted by the concerned contractor of the work for verification by the site i/c and Executive Engineer (Electrical) i/e before finalization of payment of bill. Along with submission of bill in computerized measurement sheet, the bidder should submit labour acquaintance sheet.

**6. SECURITY DEPOSIT& PERFORMANCE GURANTEE**

05% Security Deposit will be retained by the University from the bill value, which shall be released along with 05% performance guarantee after 01 (One) year from the date of completion of the work. During this defect liability period, any defect(s) in the work done shall be rectified by the Contractor at his/her own cost and expenses, failing which recovery shall be done from the security deposit and performance guarantee in part or full as the case may be.

**7. RELEASE OF SECURITY DEPOSIT& PERFORMANCE GUARANTEE**

Release of the 05% security deposit and 05% performance guarantee will be done after 12 months of final acceptance of the work by the Assam University, Silchar.

**8. SUB CONTRACTING OF THE WORK**

The Contractor is not permitted to assign or transfer his/ their obligation or benefit under the contract either in full or in part to other individuals/ firms / agencies. However, under extreme circumstances where sub-contracting of part of the work is unavoidable, prior written permission of Client shall be taken by the Contractor.

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**PROFORMA-3 (c)**

**Site Survey Report for 33/11 kV Substaion:-**

<b>Sl no</b>	<b>Equipment Description</b>	<b>Quantity</b>	<b>Remarks</b>
1	2.5 MVA , 33/11 kV Power transformer	02 no's	
2	33 kV VCB & CR panel	02 no's	
3	11 kV VCB& CR Panel	as per site	
4	33kV Isolator switch	04 no's	
5	11 kV Isolator switch	08 no's	
6	24V Buck Boost Charger	01 no's	
7	11 kV CT/PT set	as per site	
8	33 kV CT/PT set	as per site	
9	33 kV Net metering	01 no's	
10	63 kVA Station Transformer	01 no's	
11	33 kV and 11 kV Bay structure	as per site	
12	GOS,LA system	as per site	

I have visited the site and personally checked and verified the working condition of the motor pump set and associated items and submit my tender to undertake the aforesaid works.

Seal & Signature of the  
company/Contractor

## **SECTION -V: SPECIAL INSTRUCTION FOR ONLINE BID SUBMISSION**

### **Special Instructions for Online Bid Submission.**

The bidders are required to submit soft copies of their bids electronically on the e-bid

Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal <https://eprocure.gov.in/eprocure/app>, prepare their bids in accordance with the requirements and submitting their bids online on the e- Procurement Portal.

#### **REGISTRATION**

1. Bidders are required to enrol on the e-Procurement Portal (<https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Registration" on the e-bid Portal.

2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.

3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.

4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.

6. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.

7. The scanned copies of all original documents should be uploaded on portal.

**8. For any Query contact to Mr. Anil Kumar -07903810198.**

#### **SEARCHING FOR BIDDING DOCUMENTS**

9. There are various search options built in the e-bid Portal, to facilitate bidders to search active bids by several parameters. These parameters could include Bid ID, Item/work id, Last date of submission, etc.

#### **PREPARATION OF BIDS**

10. Bidder should take into account any addendum and corrigendum published on the bid document before submitting their bids.

11. Please go through the bid advertisement and the bid document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

12. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the bid document / schedule and generally, they can be in PDF /JPEG formats. Bid Original documents may be scanned with 100 dpi with Colored option which helps in reducing size of the scanned document.

#### **SUBMISSION OF BIDS**

13. Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

14. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the bidding document.

15. **\*Bidders** are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the bid document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

16. The server time (which is displayed on the bidder's dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

17. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener public keys. Overall, the uploaded bid documents become readable only after the bid opening by the authorized bid openers.

18. The uploaded bid documents become readable only after the bid opening by the authorized bid openers.

19. Upon the successful and timely submission of bid click "Complete "(i.e., after Clicking "Submit" in the portal), the portal will give a successful Bid submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.

20. The bid summary has to be printed and kept as an acknowledgement of bid submission.

21. **PRICE SCHEDULE:**

**a) PRICE fills online only.**

**b) The rate of items shall be filled online only. Scanned copy of this document is not to be attached along with other enclosures.**

**Site Compatibility:**

a) Browser used	undefined
f) Full version	119
g) Your OS	Windows Latest Version
h) Cookies Enabled	Yes
i) Your Screen Resolution	1536 x 864
j) Java Enabled	No

**Note: The portal is compatible for the following browser version**



Firefox	42 to 49
Firefox ESR	52
Edge	Kindly follow the Configuration instructions given in the download section at eprocurement website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> .
Microsoft Office	Microsoft Office Latest Version

You are using a web browser not supported by this website. This means that some functionality may not work as intended. The Browser is not Java enabled. Please enable Java For Best results the Screen resolution should be set to 1024 x 768

**Annexure A**

**BANK SOLVENCY CERTIFICATE**

To

Date

Executive Engineer (Electrical) i/e  
Assam University Silchar  
Pin-788011

This is to state that to the best of our knowledge and information M/s. -----  
-----, is a customer of  
our bank, is respectable and can be treated as good for a sum of up to Rs, ----  
----- Lakhs/Crores.

It is clarified that this information is furnished without any risk and  
responsibility on our part in any respect, whatsoever more particularly either  
as guarantor or otherwise. This certificate is issued at the specific request  
of the customer.

Signature of Branch Manager  
Date  
Seal

**Note: Bank solvency certificate in original to submitted with each tender with  
estimated cost 5 lakhs and above.**

**Annexure B**

**Undertaking of Site Supervisor Engineer**

To  
The Executive Engineer (Electrical) i/e,  
Assam University Silchar  
Pin-788011

Self Attested  
Photo of Site  
Engineer

Ref:  
Name of Work:24X7 OPERATION & MAINTENANCE CONTRACT FOR 2X2.5 MVA, 33/11 KV  
DEDICATED SUBSTATION, AT ASSAM UNIVERSITY, SILCHAR.

NIT No: AU/ENGG/MAINT/ELECT-08/2025

I \_\_\_\_\_ hereby certify that I possess a  
ElectricalDegree/Diploma certificate to act as a Site Supervisor Engineer. I also  
certify that I am appointed as the Site Engineer under the  
firm/Contractor\_\_\_\_\_ to supervise the Electrical  
works at site. I am fully conversant of my duties and responsibilities under the  
applicable Electrical Safety Regulation /Bye-laws/Electricity Acts/Technical  
specification as applicable and assure that I shall fulfill them in all respect.

I also certify that, I am not employed in any Government/Semi Government/Private  
organizationas an Engineer or staff.

It is also certified that I shall be present at site during the execution of the  
works to take regular technical instruction from the department Engineers as  
required. And I shall be responsible for any technical fault at site during  
execution of works and any noncompliance of site orders by concerned Engineer may  
result to my future disqualification to works as site supervisor for Electrical  
works at Assam University as deemed fit by appropriate authority.

I also certify that the information given therein is factually correct to the best  
of my knowledge and understanding.

Signature of the Contractor with date  
and seal.

.....  
Full Name in Block letters:

.....  
Address: .....

Signature of the Site Engineer with  
date.

.....  
Full Name in Block letters:

.....  
Address: .....

## SECTION VI

### PRICE BID/BOQ DETAILS

- **Name of works:** 24X7 OPERATION & MAINTENANCE CONTRACT FOR 2X2.5 MVA, 33/11 KV DEDICATED SUBSTATION, AT ASSAM UNIVERSITY, SILCHAR.
- Estimated Amount :Rs 32,69,736/-
- Time of Completion :365 Days

NOTE: Rates shall be inclusive of taxes and duties.

Sl no	Item Description	Qty	Unit	Unit Rate (Rs.)	Amount
1	AMC for 33/11 kv substation shall include operation and maintenance of VCB, CR panel, battery charger, post isolators, power transformers through trained staff including cleaning of vegetation as per requirement inside the 33 kv substation area and around the fencing complete. The works shall require the execution of all the works included in the technical specification complete and as directed by the department.	365	jobs		0.00
				<b>Part-A</b>	<b>0.00</b>
2	SITC of 33KV ,10kA LA Line type (APDCL approved makes)	2	set		₹ 0.00
3	SITC 33 KV pin insulator (Porcelain)(APDCL approved makes)	5	nos		₹ 0.00
4	SITC 33 KV polymeric Disc Insulator 90kN (APDCL approved makes)	5	nos		₹ 0.00
5	SITC 33 KV Isolator Post insulator (Porcelain)(APDCL approved makes)	6	nos		₹ 0.00
6	SITC 11 KV Isolator Post insulator (Porcelain)(APDCL approved makes)	6	nos		₹ 0.00
7	Supplying, installation testing and commissioning of 11 KV outdoor CT with marshalling box and GI mounting structure with connector 200-100/5-5A (set comprising of three units) as directed by department and as per the technical specification of APDCL complete.	1	set		₹ 0.00
8	SITC of 11 KV disc insulator(70KN)porcelain	12	each		₹ 0.00
9	SITC of 11 KV post insulator porcelain	6	each		₹ 0.00

10	SITC of 11 KV pin insulator polymeric	10	each		₹ 0.00
11	SITC of 11 KV , 10KA, Station type, Class-2	5	set		₹ 0.00
12	SITC of 11 KV , 5KA LA line type, Distribution class	2	set		₹ 0.00
13	Supplying, installation testing and commissioning of control cable copper 7 core X 2.5 sqmm as directed by department and as per the technical specification of APDCL complete.	20	Metr e.		₹ 0.00
14	Supplying, installation testing and commissioning of control cable copper 4 core X 2.5 sqmm as directed by department and as per the technical specification of APDCL complete.	30	Metr e.		₹ 0.00
15	Supplying fitting and fixing of transformer bushing for 33/11 KV,1X 2.5 MVA existing power transformer.	1	set		₹ 0.00
16	Heat curing and tanking of transformer for 33/11 KV,1X 2.5 MVA existing power transformer.	1	job		₹ 0.00
17	Oil filter and filling after dehydration of transformer for 33/11 KV,1X 2.5 MVA existing power transformer.	1	job		₹ 0.00
18	Supplying fitting and fixing of transformer new gasket set complete for 33/11 KV,1X 2.5 MVA existing power transformer.	1	set		₹ 0.00
19	Cleaning, painting, varnishing of transformer tank both inside and outside for 33/11 KV,1X 2.5 MVA existing power transformer.	1	job		₹ 0.00
20	Supplying and fitting fixing of 33 KV V Cross arm complete with clamps ,blots, nuts etc. as required and as directed by the department.(channel size 100x50x6mm)	2	each		₹ 0.00
21	Supply fitting fixing of GI strip 50x6mm for DTR neutral	20	each		₹ 0.00
22	Supply fitting fixing of HT Stay sey	2	each		₹ 0.00
23	Supply fitting fixing of GI nuts and bolts assorted	5	kg		₹ 0.00
24	Supplying and fixing of 11 KV 400 A Gang operated switch with all accessories complete as required and as directed by the department.	2	job		₹ 0.00

25	33 KVA Breaker Overhauling as per standards of APDCL and as directed.	1	Job		₹ 0.00
26	Supply fitting & fixing of Overcurrent / Earth fault relay as per standards of APDCL and as directed.	1	No.		₹ 0.00
27	Supply fitting & fixing of Master trip relay as per standards of APDCL and as directed.	1	No.		₹ 0.00
28	33 KV CT Overhauling as per standards of APDCL and as directed.	1	No.		₹ 0.00
29	Transformer Filtration as per standards of APDCL and as directed.	2500	Ltr		₹ 0.00
30	Transformer Testing and commissioning complete as per standards of APDCL and as directed.	1	Job		₹ 0.00
31	Supply of Transformer Oil complete as required and directed.	500	Ltr		₹ 0.00
32	Repairing of 2.5 MVA marshalling box (Master control panel for protection ) along with supply of new WTI, OTI complete with wiring done to indoor CR panel for protection indication complete as directed by department.	1	Set		₹ 0.00
33	Repairing of existing bucholz relay complete with wiring done to indoor CR panel for protection indication complete as directed by department	1	Job		₹ 0.00
34	SITC of silica gel breather for 2.5 MVA power transformers	2	Job		₹ 0.00
35	Oil temperature gauge for 2.5 MVA power transformers	2	job		₹ 0.00
36	7 Segment 4 digit LED display CR panel single phase Ammeter.	2	nos		₹ 0.00
37	7 Segment 4 digit LED display CR panel single phase Voltmeter.	2	nos		₹ 0.00
38	4 pole contactor with AC/DC coil with power poles.	1	nos		₹ 0.00
39	12V ,100 AH battery for CR panel DC power supply.	1	nos		₹ 0.00
40	Any other SOR item based on APDCL SOR.	1	Job		₹ 0.00
Part-B=					
Total Amount=( Part-A + Part-B)=					

Signature Not Verified

Digitally signed by PARTHA PRATIM DEY  
Date: 2025.12.08 22:56:23 IST  
Location: eProcure-EPROC

**Basic Details**

<b>Organisation Chain</b>	Assam University Silchar  Cachar - AUS  Engineering Section - Silchar		
<b>Tender Reference Number</b>	AU/ENGG/MAINT/ELECT-08/2025		
<b>Tender ID</b>	2025_AUS_889020_1	<b>Withdrawal Allowed</b>	Yes
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	Works
<b>Tender Category</b>	Works	<b>No. of Covers</b>	2
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	No
<b>Payment Mode</b>	Offline	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No	<b>Allow Two Stage Bidding</b>	No

**Payment Instruments**

Offline	S.No	Instrument Type
	1	Demand Draft
	2	FDR

**Cover Details, No. Of Covers - 2**

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	SCAN COPY OF SEAL AND SIGNED TECHNICAL BID DOCUMENTS AS PER NIT
		.pdf	SCAN COPY OF SEAL AND SIGNED NIT
2	Finance	.xls	BOQ

**Tender Fee Details, [Total Fee in ₹ \* - 2,500]**

<b>Tender Fee in ₹</b>	2,500		
<b>Fee Payable To</b>	Assam University Silchar	<b>Fee Payable At</b>	Assam University Silchar
<b>Tender Fee Exemption Allowed</b>	No		

**EMD Fee Details**

<b>EMD Amount in ₹</b>	65,395	<b>EMD Exemption Allowed</b>	No
<b>EMD Fee Type</b>	fixed	<b>EMD Percentage</b>	NA
<b>EMD Payable To</b>	Assam University Silchar	<b>EMD Payable At</b>	Assam University Silchar

**Work / Item(s)**

<b>Title</b>	24X7 OPERATION and MAINTENANCE CONTRACT FOR 2X2.5 MVA, 33/11 KV DEDICATED SUBSTATION, AT ASSAM UNIVERSITY, SILCHAR.
<b>Work Description</b>	24X7 OPERATION and MAINTENANCE CONTRACT FOR 2X2.5 MVA, 33/11 KV DEDICATED SUBSTATION, AT ASSAM UNIVERSITY, SILCHAR.
<b>Pre Qualification Details</b>	Please refer Tender documents.

<b>Independent External Monitor/Remarks</b>	NA				
<b>Tender Value in ₹</b>	32,69,736	<b>Product Category</b>	Electrical Works	<b>Sub category</b>	NA
<b>Contract Type</b>	Tender	<b>Bid Validity(Days)</b>	90	<b>Period Of Work(Days)</b>	365
<b>Location</b>	Assam University Silchar	<b>Pincode</b>	788011	<b>Pre Bid Meeting Place</b>	NA
<b>Pre Bid Meeting Address</b>	NA	<b>Pre Bid Meeting Date</b>	NA	<b>Bid Opening Place</b>	Engineering Section, Assam University Silchar
<b>Should Allow NDA Tender</b>	No	<b>Allow Preferential Bidder</b>	No		

**Critical Dates**

<b>Publish Date</b>	09-Dec-2025 09:00 AM	<b>Bid Opening Date</b>	16-Dec-2025 11:00 AM
<b>Document Download / Sale Start Date</b>	09-Dec-2025 09:05 AM	<b>Document Download / Sale End Date</b>	15-Dec-2025 11:00 AM
<b>Clarification Start Date</b>	NA	<b>Clarification End Date</b>	NA
<b>Bid Submission Start Date</b>	09-Dec-2025 09:10 AM	<b>Bid Submission End Date</b>	15-Dec-2025 11:00 AM

**Tender Documents**

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	NIT	929.01	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_934408.xls	BOQ	420.00

**Tender Inviting Authority**

<b>Name</b>	Executive Engineer Electrical i/c
<b>Address</b>	Engineering Section, Assam University Silchar