



Punjab State Transmission Corporation Ltd.

Office of Sr. Xen. 400/220 KV S/S Dhuri (Bhalwan) Email: srxen-pm-dhuri@pstcl.org

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Memo No.

Dated:

**Subject: Comprehensive Annual maintenance Contract of Carrier make Split Air Conditioners (2 Ton) and Hitachi make Spacemaker (double compressor 4 Ton) AC installed at 400kV Sub Station Bhalwan (Dhuri) against Tender Enquiry No:- 01/2024-25.**


Enclosed please find herewith the set of tender documents including DNIT, Schedule of rate and term and conditions for Annual maintenance Contract of Carrier make Split Air Conditioners (2 Ton) and Hitachi make Spacemaker (double compressor 4 Ton) AC installed at 400kV Sub Station Bhalwan(Dhuri) against Tender Enquiry No:- 01/2024-25.

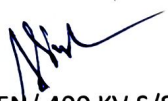
DA/As above

Endst. No. 298/300  
27/8/24

Dated:

1. PSTCL, Website
2. Dy CE/P&M Circle, PSTCL, Patiala
3. Notice Board

  
Sr.XEN/ 400 KV S/S,  
PSTCL, Bhalwan (Dhuri)

  
Sr.XEN/ 400 KV S/S,  
PSTCL, Bhalwan (Dhuri)

## Tender Notice

Subject: Comprehensive Annual maintenance Contract of Carrier Make Split Air Conditioners (2 Ton) and Hitachi make Spacemaker (double compressor 4 ton) AC installed at 400 KV substation Bhalwan (Dhuri).

Sealed tenders are invited from reputed firms for topic of comprehensive annual maintenance of Carrier make Split AC (2 ton) and Hitachi make spacemaker (Double Compressor 4 ton) AC installed at 400 KV substation Bhalwan (Dhuri) for a period of one year from the date of award of contract on the terms and condition enumerated in the following paragraphs.

1. The schedule of receipt opening of bids is as under:-

Last date and time for receipt of bids:- 11-09-2024 & 11:00 Hrs.

Date and time for opening of bids:- 11-09-2024 & 11:30 Hrs.

2. The bid should include the following details

1. Name of the firm.

2. Business address of the firm.

3. Copy of registration with GST Department and Copy of Pan Number.

4. The firm should not be blacklisted / terminated and debarred in past.

5. Earnest money deposit of 2% of Work Contract Value which is minimum Rs.5,000/- in the form of BA16 or Demand Draft in favour of "Sr.XEN. 400 KV Sub Station Dhuri" payable at Sangrur.

**Note:** If any of the details submitted by the firm is found to be incorrect / false then the firm will be blacklisted with the name of proprietor with wide circulation.

3. Details of the firm in the Performa given in annexure 1 should be filled up completely.

4. The rates for comprehensive AMC of Carrier make Split AC (2 ton) and Hitachi make spacemaker (Double Compressor 4 ton) AC should be submitted in annexure 2.

5. The cover containing the tender and subscribed as "Tender of comprehensive AMC of Carrier make Split AC (2 ton) and Hitachi make spacemaker (Double Compressor 4 ton) AC" complete in all respects should be submitted to Office of Sr.XEN 400 KV substation Bhalwan (Dhuri) by 11-09-2024 up to 11:00 Hrs Bids received after due date and time will not be accepted. The bids shall be opened on the same day at 11:30 Hrs at 400 KV substation Bhalwan (Dhuri) .Bidders or their representatives are welcome to remain present during the opening of the bids.

### General conditions

1. Quotations received telegraphically/Fax shall not be accepted.

2. The rates quoted should be on firm and fixed basis.

3. Conditional Quotations shall not be accepted.

4. Quotation without EMD shall not be accepted.

5. Late tenders will not be considered and shall be rejected.

6. The undersigned reserve the right to postpone or cancel the tender without assigning any reason.

7. The undersigned reserve the right to accept or reject any quotation without assigning any reason.

8. If a government holiday happens on the day of opening of tender then date of opening the tender shall be the very next working day.

9. The quotation shall be valid for 60 days.

10. Quotation shall be submitted in two separate envelopes, one envelope containing the Technical Documents/Price Bid (Annexure-2) and the other containing the Earnest Money. While opening the tenders the envelope containing Earnest Money shall be opened first and in case the deposit of Earnest Money is in accordance with the terms of Notice inviting Tender only then the second envelope containing the tender shall be opened.



11. The earnest money deposit of un-successful bidders will be returned within one month of finalization of the work contract as per PSTCL procedure. The earnest money deposit of successful bidder will be returned after successful completion of Work Contract.
12. All other terms & conditions as per PSTCL rules & regulations amended time to time.
13. All disputes will be subject to the jurisdiction of the Sangrur/Dhuri courts.

#### Technical conditions

#### Technical specifications of AC's

Description	4 T.R Hitachi Spacemaker AC	2 T.R Carrier split AC
Make	Hitachi	Carrier
Model No.	SPAI048EMDT	42KGL-024G-51MSG-024RG/2012
Refrigerant	R22	
Max. Amp.	22.6A	
Cooling Capacity	13953W	6421W
Power Input	5690W	2378W
Controller spacemaker	Spacemaker	

- 1) The firm shall provide direct service and no subletting of work is allowed.
- 2) The firms are allowed for prior inspect the site and equipment with the AC technician during office time of any working day. No charges in this regard shall be paid by PSTCL.
- 3) This contract shall be valid for 1 year until and unless terminated earlier by the competent authority on the basis of poor performance for violation of terms of the contract. The contract however may be curtailed or extended by the competent authority in 400 KV substation Bhalwan (Dhuri) subject to the performance of the firm. In case of termination of the contract, EMD deposited by Firm shall be forfeited.
- 4) All required tools and tackles (in good working condition) necessary for carrying out repair and maintenance works of Air Conditioners under AMC have to be provided by the contractor.
- 5) Professionally qualified personnel who have expertise in the AC will be permitted to undertake Preventive Maintenance/repair services during the AMC period.
- 6) During the term of the contract, the contractor will maintain the equipment in perfect working order and condition and for this purpose will provide the repairs and maintenance services as under:

Type of Service	AMC
Preventive Maintenance	Once in Every Quarter
Breakdown Maintenance	Within 48 hours of Complaint

- 7) Preventive maintenance: The Contractor shall conduct the following activities under Preventive Maintenance once in every quarter.

Sno	Activity
1.	Inspection of the AC – IDU and ODU for any abnormality in operation, sound etc
2.	Testing the Performance of AC for desired cooling
3.	Testing of Gas pressure if necessary and check for any leakages near the check nut etc or diagnose any other fault
4.	Checking of current consumption
5.	Remove the filter, water service and fix it back after drying
6.	Clean the drain tray and drain pipe and remove any choke for free flow of drain water
7.	Clean the Evaporator with brush and remove the dirt/dust. Check for any fungus formation or bad smell and wash it with chemical, if required.
8.	Lubricating /greasing of all Fans
9.	Water washing of Condenser Coil
10.	Topping of Refrigerant gas, if required
11.	Check the swing motor functions and rectify, if required
12.	In addition to the above, any other activity to ensure trouble free operation of AC



- 8) This comprehensive Contract includes replacement of all faulty spares. Some of the spares are listed as under:

Compressors	Starting Capacitors
Fan Motors	Running Capacitors
Built – in Timer kit	Relays, Thermostats
Selector switches	Fan Capacitors
Contactors (Power / Control)	Gas charging
Micro Swing Motors	Fan blades
Electronic Control Circuitries	Air-Filters
Remote Control Units	Condenser Coils
External Electronic / Analog time switches for timed running of A.C's	Stabilizers
Outdoor unit mounting frames	Cabling from IDU to ODU
Parts of indoor / Outdoor unit enclosures	Existing copper piping from IDU to ODU
Display unit in AC	Existing drain piping from IDU to drain point

**Note:** The above list is only indicative. However, any parts which are not mentioned here but required for the smooth and trouble free operation of the AC equipment are also required to be rectified or replaced within the scope of this contract without any extra cost.

- 9) **Response Time on receiving the complaint:** The maximum response time i.e. time required for Contractor's maintenance technicians to report to the 400kV S/S Bhalwan (Dhuri) after request call/e- mail is made or letter is written by AEE/Mtc. 400kV S/S Bhalwan (dhuri) shall not exceed 48 hours. Apart from regular letter communications, all telephonic/E-mail or Whatsapp communications from this office or office of AEE/Mtc. 400kV S/S Bhalwan (dhuri) are to be treated as formal communication for all practical purposes. All minor and major technical problems are to be rectified within 24 hours of identifying the problem. In the event of the equipment not being repaired or a workable solution not provided during Warranty period and the AMC period, a penalty as per the penalty clause will be charged to contractor. The contractor may provide temporary equivalent replacement as a workable solution to avoid the above penalty.
- 10) The mobile number, land line number and email ID of the Contractor/Supervisor/Help desk to whom the complaints have to be reported and that of Top Management level is to be provided to 400kV S/S Bhalwan (dhuri) for communication purpose. Any change in numbers shall be advised then and there to 400kV S/S Bhalwan (dhuri).
- 11) **Complaint / Service / Breakdown Register:** AEE/Mtc. 400kV S/S Bhalwan (dhuri) shall maintain a register at its site in which, the JE/SSA / Electrician or any other shift person record each event of failure and / malfunction of the ACs. The Contractor's technician shall enter the details of the air conditioners serviced/ maintained / repaired by him in this register.
- 12) The AMC shall be executed in the best and most workman like manner with spares and materials of the best and approved quality of the respective brands. The Contractor shall use only products bearing ISI marking in the work for those materials for which no makes are mentioned in the tender.
- 13) If the contractor has used any material which is not complying with the specifications, or the workmanship is bad or the material used is substandard or second hand etc, PSTCL shall during the progress of the work have power to order the removal and substitution of the material or proper re-execution of the work within a reasonable time.
- 14) It is the responsibility of the Contractor to accurately specify the damaged spare parts to the PSTCL and to rectification of the fault in AC under maintenance. Any damage ( during the work) to any part of the work, partition, wall, false ceiling etc or to the premises for any reasons due to rain, storm or neglect of contractor shall be rectified by the contractor in an approved manner at no extra cost.
- 15) The required spares shall be kept as stock with the contractor for readily replacing the faulty spares, without loss of time or delay. In cases where unserviceable parts of the equipment need replacement, the contractor shall replace such parts, at no extra cost to the PSTCL, with brand new parts or those equivalent to new parts in performance. Any worn or defective parts withdrawn from the equipment and replaced by the contractor during the warranty period shall become the property of the contractor and the parts replacing the withdrawn parts shall become the property of PSTCL.



- 16) Defective compressors / condensers are to be replaced with new compressors / condensers and repairing of the old compressors is not permitted. Whenever new compressors/ condensers are used, the Contractor has to produce original invoice and Warranty Card of the new Compressor/ condenser if demanded by the PSTCL. The compressor/ condenser being replaced should match with the original star rating of the air conditioner.
- 17) The contractor shall store their materials like AC Spares, copper pipes, wires, refrigerant gas cylinders, tools etc in the site with the permission of PSTCL. However, the contractors shall be responsible for the custody and security of all materials and equipment at site. No claim for loss or theft will be entertained by PSTCL.
- 18) On completion of the Contract, the contractor shall remove all tools, surplus materials, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in a workmanlike condition to the satisfaction of the PSTCL.
- 19) Termination of the Contract: PSTCL reserves the right to terminate the contract at any time during the validity of the Contract period by giving 30 days notice to the Contractor with or without any reason.
- 20) No air conditioner will be taken out by the engineer to the workshop without prior approval of the competent authority. In that case the firm will provide standby arrangement without any extra cost of unit installed or transportation etc.
- 21) The air conditioner shall be taken over for AMC contract on "as and where installed" basis. The firm shall ensure that all air conditioners are in proper working conditions at the time of taking over. After completion of the contract, firm has to hand over the system in perfect running condition (complete in all respect as per inventory) to the competent authority.
- 22) Penalty Clause : As per PSTCL work regulation amended from time to time.
- 23) All other terms & conditions as per PSTCL rules & regulations amended time to time.

#### **Payment Conditions**

- 1) No advance payment will be made.
- 2) No payment for quarter will be made in which no mandatory visit has been done by the service provider.
- 3) No payment for the quarter will be made if the firm does not get the repair/replacement work executed after intimation by Engineer-in-charge of substation regarding any fault of any AC under AMC.
- 4) The payment to the firm will be made on quarterly basis at the end of each quarter against invoice with PAN/TAN number & GSTIN number submitted after successful checkup visit followed by certificate by concerned SSE which states proper functioning of all Air conditioners and satisfying service of contractor. TDS, GST and any other taxes applicable will be deducted as per prevailing rates as per Govt.
- 5) Pan Number will be provided by the firm at the time of deposit of bill. In case Pan Number is not provided then TDS will be deducted as per Govt. rules & regulation.
- 6) A sum of Rs.5,000/- (Rs. Five Thousand only) deposited by the firm as EMD shall be converted as security deposit. Minimum security shall be Rs. 5000 or 2% of contact value or whichever is higher.
- 7) GSTIN number of PSTCL should be mentioned on every running bill so that GST is deposited as per Govt. Rules & Regulations.
- 8) Payment will be made in firm's Bank account. So, Provide bank details i.e. Bank account no., IFSC Code, Bank Name, Branch Address etc.
- 9) Sr. Xen 400 kV Dhuri shall be the paying authority.



Sr.XEN/ 400 KV S/S  
PSTCL, Bhalwan (Dhuri)

Performa for submission of details of the firm

Sr.No.	Description	Please indicate requisite information	Page number in the attached document
1	Name, address and telephone number of the firm with copy of address proof		
2	Name of the proprietor/partners of the firm		
3	Copy of registration in GST department with the numbers and Copy of PAN Number.		
4	Declaration regarding that the company was never blacklisted /terminated and debarred in the past		
5	Details of EMD 1. Name of the bank 2. Number of demand draft 3. Date of demand draft		

Note: if any of the details submitted by the bidders are found to be incorrect or false at a later stage, then the firm will be blacklisted by the office of Sr.XEN. 400KV S/S Bhalwan (Dhuri).

I/we hereby agree to accept/abide by the all terms and conditions of the tender document.

Date:-

Name and Designation of the  
authorized signatory of the firm  
(with the sale of agency)

Annexure-2

Rate of Comprehensive AMC of Split 2 Ton and Spacemaker 4 Ton Air Conditioner

Sr. No.	Details of AC	Make	Qty	Rate	Amount
	Units				
1	2 Ton Split AC	Carrier	12 No.		
2	4 Ton Spacemaker AC	Hitachi	9 No.		
	GST Extra ( %)				
	Total				

Note: I hereby agree to accept and abide by the all terms and conditions of the tender document.

Signature:

Name:

Name of the firm: