



राष्ट्रीय सीमा शुल्क, उत्पाद शुल्क एवं नार्कोटिक्स अकादमी

क्षेत्रीय प्रशिक्षण संस्थान,

**NATIONAL ACADEMY OF CUSTOMS, EXCISE & NARCOTICS,  
REGIONAL TRAINING INSTITUTE,  
No.40, HMT Factory Main Road,  
Next to HMT School, Jalahalli,  
Bengaluru-560 013  
Email- nacen.bangalore@nic.in**

Phone No. 080 – 23459787

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**LIMITED TENDER NOTICE NO. 09 /2017**

Sealed bids are invited from reputed/established firms for Maintenance Contract for a period of six months (from 01.04.2017 to 30.09.2017) for the upkeep of three Diesel Generator (DG) Set and a Synchronisation Panel at the National Academy of Customs, Excise & Narcotics (NACEN), RTI, Bengaluru having its office at No.40, HMT factory Main Road, Next to HMT School, Jalahalli, Bengaluru-560 013. Each of the DG Set is of Kirloskar Brand Model No. KEC-C180-11 with 180 KVA capacity. All the three DG Set is synchronized with a Synchronisation Panel.

Terms and conditions of the tender are enclosed as Annexure-I. The format for quotation is prescribed in Annexure-II.

Interested vendors may submit their bids in two parts i.e. Technical Bid & Financial Bid and both the bids should be kept in a sealed cover superscribing "Bid for Maintenance Contract for a period of six months (from 01.04.2017 to 30.09.2017) for the upkeep of three Diesel Generator (DG) Set and a Synchronisation Panel at NACEN, Bengaluru" and it may be addressed to the Principal Additional Director General, NACEN. The name & contact number of the tendering company should also be inscribed boldly on the cover.

The Bids should reach this office on or before 3 P.M. on 14.03.2017. Bids received after due date shall be rejected.

The date and time of opening of the bids will be intimated to the bidders well in advance. The Bids will be opened in the presence of representative of the bidders, if they make themselves available at that time.

Tender forms are available at the following websites:

[www.cbec.gov.in](http://www.cbec.gov.in)

[www.nacen.gov.in](http://www.nacen.gov.in)

[www.centralexcisebangalore.gov.in](http://www.centralexcisebangalore.gov.in)

(D.P.NAGENDRA KUMAR)

**PRINCIPAL ADDITIONAL DIRECTOR GENERAL**

**ANNEXURE-I**  
**(TERMS AND CONDITIONS)**

**I) GENERAL TERMS AND CONDITIONS:**

- 1) National Academy of Customs, Excise & Narcotics, RTI, Bengaluru is having its office at No.40, HMT factory Main Road, Next to HMT School, Jalahalli, Bengaluru-560 013. As a power back-up, NACEN has installed three Diesel Generators Sets of Kirloskar Brand Model No. KEC-C180-11 with 180 KVA capacity each. All three DG Sets are synchronized with a Synchronisation Panel.
- 2) NACEN intends to award Maintenance Contract for a period of six months (from 01.04.2017 to 30.09.2017) for all the 3 DG Sets and the Synchronisation Panel.
- 3) The bidder should be reputed/established firm and preferably, they should be registered with Service Tax department and should pay their Government dues promptly.
- 4) The bidder should have adequate experience in providing maintenance services for the DG Sets and Synchronisation Panel. Proof for having executed services of this nature may be provided along with the bid.
- 5) The bidder should provide all the details along with copies of the relevant documents as listed at Annexure -III of this tender document.
- 6) The bidder may visit the site on any working day during working hours for survey the DG Sets and Synchronisation Panel.
- 7) The interested vendors may submit their bid in two parts: 1) The Technical Bid and 2) The Financial Bid. The Technical bid should cover all the technical specifications/details. All the necessary documents as required in paras (4) and (5) of the General Terms and Conditions should be enclosed to their technical bid.
- 8) The financial bid is to be submitted only in the format prescribed in Annexure-II. Rates should be quoted in figures and words and in the event of any difference in the two rates, the rates quoted in words will prevail.
- 9) The Technical Bid will be opened first and the Financial Bids of only those who have qualified in the Technical Bids will be opened.

- 10) The tender will be decided based on, among other things, the least amount quoted.
- 11) A regular service and maintenance check should be conducted once in a month by the qualified personnel, without fail. In case where there is a sudden break down or any such emergency, qualified repair personnel should be deputed immediately, on all working days. If required, they will have to stay back after office hours to attend to any emergency work, for which no allowance of any kind will be paid.
- 12) The Maintenance contract shall cover labour charges alone. All consumables and parts, that are to be replaced, shall be billed separately and shall be paid for by this Academy.
- 13) Payment will be made after every quarter of regular services provided.
- 14) Other than the regular service, if repairs or replacement of parts are done, the payment will be on credit basis. A credit period of minimum 20 days is required to make the payments.
- 15) During the period of the Maintenance Contract, if the service provider opines that there is a necessity to replace/change any major part of the DG set, NACEN retains the discretion to refer the matter to a suitable Chartered Engineer to get a third party opinion and the charges payable to the Engineer will be borne by NACEN.
- 16) Qualified personnel should maintain Log Registers of all calls attended/ Pending issues/ Periodical preventive checks conducted and details of all replacement of spares/parts/consumables. Every visit of the Service personnel should be recorded and connected service reports should be produced to the concerned officer for acknowledgement. Invoices/bills should be submitted along with connected service reports.
- 17) No component(s)/Spare(s)/other equipment shall be removed without informing the Superintendent/Inspector concerned. A written letter to the Superintendent and his/her consent is necessary for moving any parts out of the office, for which the service personnel shall maintain a separate log book showing the movement of the component(s)/Spare(s)/other equipment and particulars regarding the replacements thereof.

- 18) If there is a major fault in the equipment which requires transporting the set out of the Academy's premises to the service provider's premises, all expenses in respect of moving the equipment shall be borne by this Academy.
- 19) During the course of providing the above services, care should be taken by the contractor to ensure that there is no damage to property belonging to NACEN. In case of such damage, the cost of the articles/equipment damaged shall be deducted from the Contractor's service charges.
- 20) Pr. Additional Director General, NACEN reserves the right to award the contract in full or in part in respect of the tendered item without assigning any reasons.
- 21) Pr. Additional Director General, NACEN reserves the right to reject one or all the bids received without assigning any reason whatsoever.



**(D.P.NAGENDRA KUMAR)**

**PR.ADDITIONAL DIRECTOR GENERAL**

**ANNEXURE-II**

**FORMAT FOR QUOTATION**

**MAINTENANCE CONTRACT FOR A PERIOD OF SIX MONTHS (FROM  
01.04.2017 TO 30.09.2017) FOR UPKEEP OF 3 DIESEL GENERATOR SETS  
AND SYNCHRONISATION PANEL AT NACEN, BANGALORE**

<b>Sl.</b>	<b>Category</b>	<b>Amount in figure (INR)</b>	<b>Amount in words</b>
1	Maintenance Contract Charges (for 6 months)		
2	All applicable Taxes		
<b>Total charges</b>			

Signature of Authorised Signatory

Name and seal of Company

**ANNEXURE -III**

<u>Sl.no.</u>	<u>Details</u>	
01	Name of the organization	
02	Status of the organization(Pvt.Ltd/Public Ltd etc to be indicated)	
03	Telephone no of the organisation	
04	Contact person with mobile No.	
05	PAN No. of the firm	
06	VAT registration No.	
07	Service Tax Registration No.	
08	Any other information considered necessary	