



Tender No: RO/HYDE/GAD/18.11.2021

TENDER DOCUMENT

FOR

**ANNUAL MAINTENANCE CONTRACT (AMC) OF ELECTRICAL
INSTALLATIONS IN OFFICE BUILDING COMPLEX PREMISE AT
BANK STREET, KOTI, HYDERABAD**



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NOTICE INVITING TENDER

Tender No: RO/HYDE/GAD/18.11.2021

Central Bank of India, a body corporate constituted in India under the Banking Companies (Requisition and Transfer of Undertaking) Act 1970 having its Head Office at Chander Mukhi, Nariman Point, Mumbai - 400021 hereinafter called "Bank" invites sealed tenders from eligible bidders for the **Annual Maintenance Contract (AMC) of Electrical Installations at Office Building Complex Premise, Bank Street, Koti, Hyderabad**. For complete description of the requirement, please refer to the tender document.

Tendering shall be conducted in accordance with Open Tender procedures of the Bank. Technical and Financial bids has to be submitted in separate envelopes by the bidder. Prospective bidders must take note of the qualification requirements as specified in the tender document. Technical eligibility criteria are elaborated in Annexure I of tender document. Bids must be accompanied by Earnest Money Deposit (EMD) of Rs.15,000/- and Cost of Tender Documents of Rs. 1,000/- as Demand Draft in favour of Central Bank of India payable at Hyderabad. EMD and cost of tender should be submitted in Technical Bid Envelope. Any tender not accompanied with the EMD and cost of tender shall be rejected. Cost of tender is not returnable. Tender document can also be downloaded from our website www.centralbankofindia.co.in/en/active-tender

Important Dates:

Date of commencement of tender	18 November 2021
Date of Pre-Bid Meeting	22 November 2021 at 11:00 AM
Last Date and Time for submission of bids at below address	08 December 2021 at 3:00 PM
Time and Date of Opening of Technical bids	08 December 2021 at 3:30 PM
Time and Date of Opening of Financial bids	14 December 2021 at 3:30 PM or as intimated to bidders qualified in technical bid

Pre-bid meeting to clarify any point will be held in below address as per above timeline. Prospective bidders are requested to submit their points for clarification during pre-bid meeting at below email address before 11:00 AM on 20 November 2021. Tender offers will be opened as per the schedule mentioned above at the address mentioned below in the presence of the bidders' representatives who choose to attend the opening of tender. Technical specifications, Terms and conditions, and various formats for submitting the tender offer are described in the tender document. Further "Addendum" (if any) shall be issued on Bank's website only and bidder has to refer the same before final submission of the Tender.

The Bank is not bound to accept any particular tender received in response to this invitation and reserves the right to reject all tenders and cancel the tendering process at any time without any liability to any party whatsoever.

Senior Regional Manager
Regional Office, Central Bank of India,
Bank Street, Koti, Hyderabad-500 001
Telangana
Ph: 040-23468911 to 917, email: gadhydero@centralbank.co.in

GENERAL CONDITIONS OF CONTRACT

1.0 DEFINITIONS

- 1.1 SCC means the Special Conditions of Contract
- 1.2 Purchaser means the department/ office of the Bank purchasing the Goods and/or Services, as named in NIT.
- 1.3 Supplier/Vendor/Agency/Contractor means the individual or firm supplying the Goods and/or Services under this Contract
- 1.4 Bank means Central Bank of India.

2.0 EMD & SECURITY DEPOSIT

2.1 An EMD of Rs 15,000/- shall be submitted with the offer. This EMD shall carry no interest and shall be retained by the bank. EMDs of bidders other than L1 will be returned after finalization of the contract.

2.2 The EMD may be forfeited:

- (a) if a Bidder
- (i) withdraws its tender during the period of tender validity; or
 - (ii) does not accept the correction of arithmetic errors
- (b) in case of a successful Bidder, if the Bidder fails to sign the Contract

2.3 EMD of the vendor who enters into contract with the Bank will be retained as security deposit till the end of the contract. No interest is payable on the security deposit.

2.4 The Security Deposit, either in whole or in part thereof, shall be forfeited in the event of the Agency's failure to observe any terms of this tender document or subsequent agreement / or noncompliance with the conditions of the contract or refusal to do the work after issuance of work order.

3.0 TERMS OF EXECUTION OF WORK, PERIOD OF VALIDITY AND RENEWAL OF CONTRACT

3.1 If at any point of time, vendor is found to be rendering inferior services not confirming the prescribed Technical specification and unsatisfactory services in terms of the provisions of the tender, Bank shall initiate steps for blacklisting of firm with information to all PSU Banks /RBI / IBA.

3.2 The rate contract shall be for a period of three years which will be reviewed yearly based on the performance and it will be at the sole discretion of the Bank, unless terminated by the

Bank at its own convenience by giving a prior notice of 30 days in writing to the firms without assigning any reason(s) and without any cost(s) or compensation therefore

3.3 The Contract may be renewed further for not more than a year at a time with mutual consent of both parties under same terms & conditions and rates.

4.0 FALL CLAUSE

4.1 At any point of time if it is observed that the vendor is providing similar services of Annual Maintenance Contract (AMC) of Electrical Installations to other Regions/Zones of the Bank at a lower rates than offered to Central Bank of India, Regional Office, Hyderabad, then the vendor shall have to compensate the Central Bank of India by paying the difference amount and downward revise the rate of respective services with immediate effect.

5.0 SUBMISSION AND WITHDRAWAL OF TENDER DOCUMENTS

5.1 The tender shall be processed in two bid system. First “Technical bid” and the second “Financial bid”. The Technical Bid and Financial bid should be **sealed in separate envelopes** and the envelopes should be super-scribed with “Technical Bid for Annual Maintenance Contract (AMC) of Electrical Installations at Office Building Complex Premise, Bank Street, Koti, Hyderabad” and “Financial Bid for Annual Maintenance Contract (AMC) of Electrical Installations at Office Building Complex Premise, Bank Street, Koti, Hyderabad” respectively. Both the envelopes must be kept and sealed in a third envelop super-scribed as “Tender for Annual Maintenance Contract (AMC) of Electrical Installations at Office Building Complex Premise, Bank Street, Koti, Hyderabad”. If Financial Bid is not submitted in separate sealed envelope the Tender will be rejected. EMD and cost of tender document should be submitted in Technical Bid Envelope. Any tender not accompanied with the EMD and cost of tender document shall be rejected. Cost of the tender is not returnable.

5.2 Tenders may be withdrawn before the time and date of opening of Technical Bids without any charges.

6.0 TECHNICAL BID

6.1 The Technical Bid envelope should contain following:-

- a) Earnest Money Deposit as DD in favour of Central Bank of India payable at Hyderabad
- b) Cost of the Tender document as DD in favour of Central Bank of India payable at Hyderabad
- b) Technical eligibility in prescribed format with all supporting documents (numbered as per serial number against which they are submitted) mentioned against each serial number (Annexure-I).
- c) Offer Letter in vendor’s letter head (Annexure-II).
- d) Bidders Information (Annexure-III)

7.0 FINANCIAL BID

7.1 Financial bid envelope should contain only Annexure V. Financial bid has to be submitted by the bidder duly signed and stamped strictly as per the format in Annexure V.

8.0 VALIDITY PERIOD OF THE OFFER

8.1 The offer should remain valid for 90 days from the date of opening of Technical Bid.

9.0 OPENING OF BIDS

9.1 Financial Bids of only the bidders who qualified in Technical Bid will be opened.

9.2 Bank reserves the right to reject a tender under any of the following circumstances:-

- (i) If EMD and cost of the tender document as specified is not provided.
- (ii) If Tender Documents are incomplete and /or not accompanied by all supporting documents.
- (iii) If any of the terms and conditions and mandatory declarations are not accepted.
- (iv) If the bidder have been blacklisted from any bank/financial institutions/RBI.

10.0 NO COMMITMENT TO ACCEPT ANY TENDER

10.1 The Bank shall be under no obligation to accept the lowest or any other offer received in response to this tender and shall be entitled to reject any or all offers at any stage without assigning any reasons whatsoever.

11.0 PAYMENT TERMS

11.1 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and by documents, submitted pursuant to the delivery clause, and upon fulfillment of other obligations stipulated in the contract. Detailed payment terms are elaborated in SCC.

12.0 STANDARDS

12.1 The Goods and/or Services supplied under this Contract shall conform to the standards mentioned in the SCC and when no applicable standard is mentioned; to the authoritative standard appropriate to the Goods' country of origin and such standards shall be the latest issued by the concerned institution. In India, the official standard shall be as prescribed by the Bureau of Indian Standards.

13.0 AGREEMENT

13.1 The service provider shall be required to enter into an agreement with bank, based on terms and conditions mentioned in the tender document within 15 days of issuance of acceptance order of tender.

14.0 TERMINATION FOR INSOLVENCY

14.1 The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.

15.0. FORCE MAJEURE

15.1 Notwithstanding the provisions of Clauses on Delays, Liquidated Damages and Termination for Default, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

15.2 For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

16.0 TERMINATION FOR CONVENIENCE

16.1 The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

17.0 LAW, JURISDICTION AND DISPUTE RESOLUTION

17.1 The provisions of this Agreement shall be governed by and, construed in accordance with the Indian law and the courts in Hyderabad (Regional Headquarter) shall have the exclusive jurisdiction to deal with any issue arising out of this Agreement.

18.0 ARBITRATION

18.1 Bank and the successful bidder shall make every effort to resolve amicably, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the contract. If after 30 days from the commencement of such informal negotiations, Bank and the successful bidder have been unable to resolve amicably a contract dispute; either party may require that the dispute be referred for resolution by formal arbitration.

18.2 The dispute, controversy or claims arising out of or in connection with the Agreement shall be referred to sole arbitrator to be appointed by bank. Bank shall suggest two names of the arbitrators, out of which the vendor can select one.

18.3 The place of arbitration shall be at Hyderabad (Regional Headquarter)

18.4 The arbitral procedure shall be conducted in the English language and any award or awards shall be rendered in English. The procedural law of the arbitration shall be the Indian law.

18.5 The award of the arbitrator shall be final and conclusive and binding upon the parties, and the parties shall be entitled (but not obliged) to enter judgment thereon in any one or more of the highest courts having jurisdiction. The parties further agree that such enforcement shall be subject to the provisions of the Indian Arbitration and Conciliation Act, 1996 and neither Party shall seek to resist the enforcement of any award in India on the basis that award is not subject to such provisions.

18.6 The rights and obligations of the parties under or pursuant to this Clause, including the arbitration agreement in this clause, shall be under the exclusive jurisdiction of the courts located at Hyderabad (Regional Headquarter).

19.0 AUDIT

18.1 Regional Office, Central Bank of India reserves the right to conduct an audit / ongoing audit of the services provided by the successful bidder.

20.0 VICARIOUS LIABILITY

20.1 The Vendor shall be the principal employer of the employees, agents, contractors, subcontractors, etc., if any, engaged by the vendor and shall be vicariously liable for all the acts, deeds, matters or things, whether the same is within the scope of power or outside the scope of power, vested under the contract. No right of any employment in the Bank shall accrue or arise, by virtue of engagement of employees, agents, contractors, subcontractors etc., by the vendor for any assignment under the contract.

All remuneration, claims, wages dues etc., of such employees, agents, contractors, subcontractors etc. of the Vendor shall be paid by the Vendor alone and the Bank shall not have any direct or indirect liability or obligation, to pay any charges, claims or wages of any of the Vendor's employees , agents, contractors, subcontractors etc. The Vendor shall agree to hold the Bank, its successors, assigns and administrators fully indemnified, and harmless against loss or liability, claims, actions or proceedings, if any, whatsoever nature that may arise or caused to the Bank through the action of Vendor's employees, agents, contractors, subcontractors, etc.

21.0 PENALTY CLAUSE

24.1 Delay in providing services will attract penalty of Rs.450 per day of delay and in a quarter, up to a maximum amount equivalent to the security deposit. In case of further delay, the decision to further continue/ discontinue the contract with the service provider lies fully with the Bank.

SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Whenever there is conflict, the provisions herein shall prevail over those in GCC.

1. The Electrician shall be deployed on 8 hours duty excluding Sunday and bank holidays from 10 AM to 6 PM throughout the year.
2. The contractor shall provide reliever for the regular employee on leave / is sick.
3. In case the Bank requires the services of the electrician on Sunday and/or bank holidays, the weekly off (at the rate of one day per week) will be allowed on a later day in the week as per the convenience of the Bank. However, in case of exigencies like power outage/maintenance, the contractor shall provide the services of Electrician beyond above mentioned hours.
4. The services of the plumber shall be provided as required by the Bank or on the last working day of the month. The services of plumber shall be provided within 36 Hours of intimation for service requirement by the Bank.
5. During contract period, the Bank shall provide the approval and bear cost of material. Work shall be executed by the Contractor under scope of AMC.
6. All tools and machinery required for routine works, preventive maintenance etc., such as pliers, cutter, screw drivers, spanner set, blower, drill machine, crimping tool, megger, earth tester, pipe wrench, tripod etc. shall be provided by the contractor. Also, necessary safety equipment for carrying out the scope of work is to be provided by Contractor to the personnel engaged by them.
7. Any damage caused to any equipment/or items available at the premises due to negligence of the Contractor's work force shall be entirely the responsibility of the Contractor, the amount so involved on this account shall be deducted from the payment due to the Contractor
8. The indicative but not exclusive list of major electrical equipment in the premises is as below:

Sr. No.	Description	Quantity
1.	Electrical Fire Pump, Diesel Driven Fire Pump & Jockey Pump (Operation only)	1 each
2.	HT (3-panel Board) consisting of 33 KV VCBs	1 Set.
3.	Transformer – 1000 KVA, 11 KV	1 Nos.
4.	DG Sets – 250 KVA (operation only)	1 Nos.
5.	LT main panel – essential panel & non-essential panel, 400 Amp Breaker	1 set

6.	Capacitor banks	1 set
7.	Distribution Boards at Substation and all floors	Basement, Ground floor, 1 st floor, 3 rd floor (Half area)
8.	Sub Distribution Board on all floors	As above
9.	Vertical Distribution Boards	Substation
10.	Water pumps including panel	1 set
11.	Electrical fixtures like lighting, street lights, fans, exhaust fans, garden lights etc.	As above in point 7 and parking.
12.	All Electrical Installations/fittings/wiring for the entire Annex Building (Basement+Ground+1 st floor+3rd Flr Half) and Old building (G+1floor) including Currency Chest at Office Building Complex Premise of Central Bank of India at Bank Street, Koti, Hyderabad	As above in point 7 and parking.
13.	Other miscellaneous electrical works	Miscellaneous

9. The terms of payment are as under:-

- (i) No advance payment against work order.
- (ii) Payment will be made once in a quarter from Regional Office, Hyderabad. **The vendor should submit Invoice along with ESI, EPF and Bank statements for the previous quarter by 15th of the following month to the Regional Office for payment.**

10. The Electrician deployed by the contractor should report to Manager/Asst. Manager-GAD at the start and end of shift every working day and sign on behalf of the Contractor in the register maintained for the purpose. He shall also brief the maintenance & operations activities carried out in the shift to Manager/Asst. Manager-GAD at the end of the shift.

TECHNICAL ELIGIBILITY CRITERIA

The mandatory requirements from bidders are as follows:

SI No.	Eligibility Criteria	Documents Required
1.	The bidder should have an office in the state of Telangana.	Any one Proof of Address like Registration Certificate, Electricity Bill, Telephone Bill etc.
2.	The contractor should have valid Electrical Contractor's License issued by competent authority	License copies
3.	The bidder must have an average annual turnover of at least Rs. 10 lakhs during any three of last five years.	Audited balance sheets of minimum 3 years, not older than 5 years
4.	The contractor should have at least 3 years of experience ending March 31, 2021 in providing electrical maintenance services for LT/HT panels and other electrical installations installed in large premises of Banks, Govt. Organizations, Institutions, multinational companies etc. as described in the 'Scope of Work'. Only AMC/Maintenance contracts will be considered for evaluation (Installation/execution of electrical work shall not be considered).	Relevant Work Order
5.	The company/ firm/bidder should have valid GST No., and should be registered under all applicable statutory legislations of the land such as Acts relating to Income Tax, Contract Labour, EPF, ESI etc. as applicable.	Registration Certificates as applicable

All supporting documents should be numbered as per the serial number above against which they are submitted

(To be typed on the Service providers letter head)

OFFER LETTER

Letter No.

Date:

To,

**The Regional Manager
Central Bank of India
Regional Office
Hyderabad, Telangana- 500 001.**

Ref: Tender Notice No: RO/HYDE/GAD/18.11.2021 of Central Bank of India

Dear Madam/Sir,

With reference to the above tender notice, having examined and understood the instructions, terms and conditions forming part of the tender forms, we hereby enclose our offer for contract for Annual Maintenance Contract (AMC) of Electrical Installations at Office Building Complex Premise, Bank Street, Koti, Hyderabad as mentioned in your above referred tender notice.

I/We am/are aware that in the event of getting a contract, I/We agree to honor the obligation with due diligence and efficiency as required by the Central Bank of India.

We confirm that we have not been disqualified / blacklisted by any Govt. Deptt. / RBI / Bank/ Financial Services or any other organization for supply and maintenance of fire extinguishers. We also agree that in case any poor performance report is received from any of our clients our Bid will be rejected / disqualified.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the tender form. We also confirm that the offer shall remain valid for 90 days from the date of opening of Technical bid. We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has the right to reject the offer in full or in part without assigning any reason whatsoever.

We certify that (Name of Agency) is not owned or controlled by any Director or serving Officer/Employees of Central Bank of India or their relatives having the same meaning as assigned under section 6 of the Companies Act, 1956

I/We agree to all the terms and conditions of the Tender Documents.

Yours faithfully,

Authorised Signatories
(Name & Designation, seal of the firm)
E-Mail address.
Contact No.

BIDDER'S INFORMATION

1. Name of Company
2. Office Address with Telephone & Fax Nos.
3. Year of Establishment
4. No. of years in business of AMC/maintenance of Electrical Equipment
5. Status of the service provider (Whether Pvt. Ltd. Company / Public Ltd. Company / Partnership service provider / Proprietorship service provider)
6. Name of Directors / Partners / Proprietor

Authorised Signatory

(Name & Designation, seal of the service provider)

Date:-

Place:-

DRAFT ARTICLES OF AGREEMENT

(Bank reserves the right to further modify/revise/change the content of the agreement)

ARTICLES OF AGREEMENT made on the day of..... Between **Central Bank of India**, a body Corporate constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970, having its Head Office at Chandermukhi, Nariman Point, Mumbai having **Regional Office at Bank Street, Koti, Hyderabad-500 001** (hereinafter called "the Bank") of the one part and (Hereinafter called "the Contractor") of the other part.

WHEREAS the Bank is desirous of taking up the 'Annual Maintenance Contract (AMC) of Electrical Installations at Office Building Complex Premise, Bank Street, Koti, Hyderabad'

WHEREAS the Bank had floated the Tender No: RO/HYDE/GAD/18.11.2021 inviting sealed tenders from eligible bidders for the Annual Maintenance Contract (AMC) of Electrical Installations at Office Building Complex Premise, Bank Street, Koti, Hyderabad.

WHEREAS in response to the aforesaid Notice Inviting Tender, Bank had inter alia received sealed quotation No. _____ dated _____ from the Contractor. After scrutiny, evaluation and comparison of the offers received by the Bank and based upon the offer dated _____ of the service provider submitted, the Bank has accepted the offer and issued Sanction Letter No. _____ Dated _____ .

AND WHEREAS the Contractor has agreed to execute, subject to the conditions set forth herein and in the correspondence attached hereto and to the Conditions set forth in the Special Conditions of the Contract and General Conditions of the Contract (all of which are collectively herein after referred to as "the said Conditions") the works described in the said Specifications and included in the said Financial Bid Form at the respective rates therein set forth amounting to the sum as therein arrived or such other sum as shall become payable there under (herein after referred to as "the said Contract Amount").

NOW IT IS HEREBY AGREED AS FOLLOWS:-

1. In consideration herein mentioned the Contractor will, subject to the conditions annexed, carry out the work shown in the Contract.
2. The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the same manner specified in the said Conditions.
3. The said conditions and Annexure thereto and the correspondence attached hereto shall be read and construed as forming part of this Agreement and the parties hereto shall respectively abide by, submit themselves to the said conditions and the correspondence and perform the agreements on their part respectively in the said Conditions and the correspondence contained.

4. The plan, agreement and documents mentioned herein shall form the basis of this contract.
5. The Bank reserves to itself the right of altering the items to be executed by adding to or omitting any items without prejudice to this contract.
6. Time shall be considered as the essence of this Contract and the Contractor is required to conduct maintenance activities, Supply and Installation as per the schedule mentioned in Special Conditions of the Contract.
7. That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
8. This agreement shall/ be deemed to have come into effect from w.e.f

For the Bank

For Central Bank of India
For & on behalf of Regional Office,

For the Contractor

For & on behalf of

Name :
Designation :
Date :

Name :
Designation :
Date :

**FINANCIAL BID FOR ANNUAL MAINTENANCE CONTRACT (AMC) OF
ELECTRICAL INSTALLATIONS IN OFFICE BUILDING COMPLEX PREMISE AT
BANK STREET, KOTI, HYDERABAD**

- i) All quoted rates should be exclusive of GST. GST is payable additionally as per prevailing rules during payment.
- ii) Bidder has to quote for all items below, if the rate for any item is left blank, it will be taken as zero and assumed that the rate for that item has been subsumed in the other items by the bidder.

SCOPE OF WORK

1. The contractor shall provide the services of one ITI qualified (Trade Code- 231, 2 year course as per notifications of Department of Employment and Training, Government of Telangana **or** equivalent) Electrician for the operation and maintenance of electrical Installations in the Office Building Complex Premise of Central Bank of India at Bank Street, Koti, Hyderabad. The Electrician deployed should have necessary license to undertake repair and maintenance work on 3 phase electrical supply lines and equipment.
2. The contractor shall provide the services of one skilled Plumber having experience in High Rise Buildings to undertake maintenance of fresh water lines and fittings in the premise (as above), one day (8 hour shift) per month.
3. Routine maintenance and rectifying day-to-day faults of all electrical installations such as substation equipment including HT/LT panels including CT/PT, AC Unit panels, DG Set, Pump-motors, UPS, general lighting, office lighting, normal/UPS power supply, wirings etc. in the areas under administrative control of Regional Office at Office Building Complex Premise of Central Bank of India, Bank Street, Koti, Hyderabad. Operation and maintenance of all major electrical installations in accordance with Manufacture's specifications, instruction Manuals, IE rules and other rules as specified by TSSPDCL / other Government authorities.
4. Rectifying cable faults, termination 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.
5. In case any liaison required with external agencies like TSSPDCL is to be done by Contractor.

6. Operation of Diesel Generator and co-ordination with diesel supplier for procuring diesel. A separate register shall be maintained with all the details for the operation and maintenance carried out including consumption of diesel.

7. To check the Power Factor (PF) and operate the capacitor bank for maintaining PF above 0.98. A proportionate amount shall be deducted from the monthly invoice submitted by the contractor, in case power factor falls below the minimum stipulated level due to any negligence in maintenance by the contractor.

8. Checking of all earth electrodes at least once in six months including watering them at regular intervals, continuity of earth, measurement of earth resistance and maintain E-N voltage below 2 Volts.

9. Replacement of tubes, lamps, CRC, CTC fuses and other accessories with the spare parts provided by the Bank

10. Any other item/work not included above but required for ensuring uninterrupted and smooth electrical maintenance at the campus.

11. Preventive maintenance of all electrical installations to be carried out in a well-planned manner with periodicity as detailed in general or as directed. Servicing of all panels, DB's on various floors on quarterly basis. Routine preventive maintenance works such as checking and tightening of electrical wiring connections/joints and replacing accessories as and when required.

12. Cleaning of the meter/MCCB/Feeder Pillars/ distribution boards, LT/HT panel room, transformer room located at various locations on monthly basis.

13. The contractor shall co-ordinate for the periodical inspection by competent authority such as Central/State Electrical Inspectorate, etc. and shall obtain all necessary approvals and renewals for the entire Electrical Installations.

Sl No.	Job Description	Rate per Month (Rs.)
a	As per Scope of work above	

In Words Rupees: _____

Authorized Signatory

(Name & Designation, seal of the service provider)

Date:-

Place:-