

VISAKHAPATNAM SPECIAL ECONOMIC ZONE
VISAKHAPATNAM, A.P.

TENDER DOCUMENTS
(Through e-Tendering mode)

For

Name of the Work: “Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets for the period of 24 Months at VSEZ Duvvada, Visakhapatnam”

NOTICE INVITING TENDER NO.	VSEZ/ Electrical and Mechanical /2026-2028
Dated	08.05.2026

Cost of Tender Document : Rs. 2,500/- (Non-Refundable)

Last Date & Time of Submission : 29.05.2026

e-Tenders to be Submitted Online : <https://eprocure.gov.in/eprocure/app>

VISAKHAPATNAM SPECIAL ECONOMIC ZONE, VISAKHAPATNAM

Name of the Work: “Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets for the period of 24 Months at VSEZ Duvvada, Visakhapatnam”

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Government of India
Ministry of Commerce & Industry
Office of the Development Commissioner
VISAKHAPATNAM SPECIAL ECONOMIC ZONE
Administrative Building ,Duvvada
Visakhapatnam – 530 049 A.P. (INDIA)

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No. VSEZ/ Electrical and Mechanical /2026-2028

Date: 08.05.2026

NOTICE INVITING TENDER

Visakhapatnam Special Economic Zone, Visakhapatnam (VSEZ), having its Office at Administrative Building, VSEZ, Duvvada, Visakhapatnam-530049 Andhra Pradesh, invites online-tenders/bids in two cover system(Cover I- Technical bid and Cover II-Financial Bid) for the work of **“Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets for the period of 24 Months at VSEZ Duvvada, Visakhapatnam”**.

1. Details of the Tender:

1	Name of work	Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets including day to day attending of complaints, Break down call , Routine Maintenance and preventive Maintenance in the entire zone and Fans, Lights and AC including plumbing (sanitation) works in the Admin. Building & Security Gate and Street Lights, External Services at VSEZ Duvvada, Visakhapatnam
2	Estimated Value of the Work	Rs. 92,86,399/- (Rupees Ninety Two lakhs Eighty Six Thousand Three Hundred Ninety Nine only)
3	Period of Contract of Work	24 Months (Twenty Four Months)
4	Tender documents will be available for download from	https://eprocure.gov.in/eprocure/app w.e.f. 09.05.2026
5	Last date and Time of submission of tenders	29.05.2026 at 15.00 Hrs.
6	Tender(Technical Bids) Opening date & time	01.06.2026 at 15.00 Hrs.
7	Venue of opening tender	Office of The Development Commissioner, Administrative Building, VSEZ, Duvvada, Visakhapatnam-530049.
8	Validity of Tender	120 days from the date of opening.
9	Earnest Money Deposit:	Rs.1,86,000/-(Refundable) (Rupees One Lakh Eight Six Thousand only)
10	Cost of tender document:	Rs.2,500/- (Non- Refundable) (Rupees Two Thousand Five Hundred Only)

11	Performance Security Deposit	3%of the Contract Value (inclusive of EMD) (Applicable for successful bidder only)
12	Tender document to be submitted.	Using Online e-procurement site (https://eprocure.gov.in/eprocure/app)

- 1.3 The tender document can be down loaded from the VSEZ website “www.vsez.gov.in” and Central Public Procurement Portal Website. <https://eprocure.gov.in/eprocure/app>:
- 1.4 Tenders must be accompanied by the payments of the cost of the tender document and EMD. The payments for the cost of tender documents and EMD as mentioned above should be made through Demand Draft in favour of “Development Commissioner (Chairperson) VSEZ Authority Fund payable at Visakhapatnam as per clause 3.10 of Instruction to the Bidder.
- 1.5 Tenderers/Bidders are advised to follow the instructions provided in the **Instructions to the Bidder for Online Bid Submission** available at <http://eprocure.gov.in/eprocure/app>.
- 1.6 **Registration:** To participate in E-Tender, it is mandatory for Tenderers to get themselves enrolled on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>.) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge. Detailed instructions are available in the **Instructions to the Bidder for Online Bid Submission**.
- 1.7 Tender shall be submitted through Online mode only at <http://eprocure.gov.in/eprocure/app>. All the requirement documents (legible) as mentioned in the bid documents have to be uploaded along with the offer on <http://eprocure.gov.in/eprocure/app>. Tenders submitted by any other mode will not be accepted.
- 1.8 **Address for Communication:** Interested eligible Bidders may obtain further information from the following address.

Office of the Development Commissioner.
Visakhapatnam Special Economic Zone.
Administrative Building, Duvvada,
Visakhapatnam – 530049, Andhra Pradesh.

2. IMPORTANT DATES AND INFORMATION OF TENDER

1	Name of work	Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets including day to day attending of complaints, Break down call , Routine Maintenance and preventive Maintenance in the entire zone and Fans, Lights and AC including plumbing (sanitation) works in the Admin. Building & Security Gate and Street Lights, External Services at VSEZ Duvvada, Visakhapatnam
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8	Validity of Tender	120 days from the date of opening.
9	Earnest Money Deposit:	Rs.1,86,000/-(Refundable) (Rupees One Lakh Eight Six Thousand only)
10	Cost of tender document:	Rs.2,500/- (Non- Refundable) (Rupees Two Thousand Five Hundred Only)
11	Performance Security Deposit	3%of the Contract Value (inclusive of EMD) (Applicable for successful bidder only)
12	Tender document to be submitted.	Using Online e-procurement site (https://eprocure.gov.in/eprocure/app)

3. INSTRUCTIONS TO THE BIDDER

3.1 Visakhapatnam Special Economic Zone Authority, Visakhapatnam herein after referred to "The Development Commissioner, VSEZ" wishes to receive online tenders for the “**Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets for the period of 24 Months at VSEZ Duvvada, Visakhapatnam**”, here in after referred as "work".

3.2 Tender Document:

The scope of work, tender procedures and contract terms and conditions are prescribed in the tender document. The tender document includes the following:-

- a) Notice Inviting Tender
- b) Important Dates and Information of Tender
- c) Instructions to bidder
- d) **Instructions to the Bidder for Online Bid Submission** through the central public procurement portal for e-procurement <https://eprocure.gov.in/eprocure/app>
- e) Eligibility Criteria
- f) Scope of Work and Specifications.
- g) General Terms and Conditions.
- h) Special Conditions.
- i) Bill of Quantities.
- j) Bidding Forms.
- k) Addenda/Corrigendum issued, if any.

3.3 The bidder is expected to examine the tender document including all instructions, forms, terms, technical specification etc. Failure to furnish all information required by the tender document or submission of a tender substantially not responsive to the tender document will result in "REJECTION OF BID" submitted by the individual bidder.

3.4 Prospective bidder requiring any further clarification on the tender document may notify Authority in writing not later than 7 days prior to the deadline fixed for submission of tender.

3.5 At any time prior to the dead line for submission of tender, the Authority may for any reason whether by its own initiation or in response to clarification requested by a prospective bidder, modify the tender document by amendments/corrigendum. The amendments / corrigendum shall be part of the tender document defined/described at clause- 3.3 and published in CPP Portal. In order to afford prospective bidder reasonable time in which to make amendment on this account in their tender document, the Authority may at its discretion fix fresh deadline for submission of bid.

- 3.6 The tender document filled by the bidder and all correspondence and documents relating to the bid shall be written in English.
- 3.7 The tender document shall comprise of the Technical Bid and the Financial Bid.
- 3.8 The bidder shall complete the online price schedule. Prices quoted by the bidder shall remain fixed and valid till the validity time.
- 3.9 Price shall be quoted in the Indian Rupees.
- 3.10 **Earnest Money Deposit and Tender Fee:**
- a) All Bidders shall furnish an EMD of amount Rs.1,86,000/-(Refundable) (Rupees One Lakh Eighty Thousand only) which shall be deposited to VSEZ by way of Demand Draft in favour of Development Commissioner (Chairperson) VSEZ Authority Fund payable at Visakhapatnam.
 - b) Tender Fee (Non-Refundable): All Bidders are required to pay the cost of Tender Document amount of Rs.2,500/- (Rupees Two Thousand Five Hundred only) in the form of Demand Draft in favour of Development Commissioner (Chairperson) VSEZ Authority Fund payable at Visakhapatnam. The tender fee is Non-Refundable.
 - c) Bids not accompanied by EMD and cost of Tender documents shall be rejected as non-responsive.
 - d) The EMD will be returned to the unsuccessful Tenderer after finalization of the tender and no interest will be paid on EMD.
- 3.11 **Documents Comprising the Bid:**
- 3.11.1 The **Technical Bid** shall contain the following documents duly signed by the authorized signatory of the bidder:
- a) Scanned copy of Letter of Technical Bid in accordance with ITB Clause 3.15 as per the format given under tender forms;
 - b) Scanned copy of payment of EMD, in accordance with ITB Clause 3.11(a).
 - c) Scanned copy of the payment of the cost of tender document in accordance with ITB Clause 3.11(b).
 - d) Scanned copy of written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB Clause 3.13 (b).
 - e) Scanned copies of documentary evidence in support of all criteria listed under Section 5: Eligibility and Qualification Criteria in accordance with ITB Clause 3.14 of the document.
 - f) Scanned copy of Tender Conditions Acceptance Letter
 - g) Scanned copy of Compliance Statement to be submitted by Bidder
 - h) Scanned copy of Bidder Information
 - i) Scanned copy of Undertaking Format for EMD
 - j) Scanned copy of Details of Provision of service of operation and maintenance of electrical and mechanical installations executed in the past along with work orders and work completion certificates from the clients.
 - k) Scanned copy of List of on-going Provision of service of operation and maintenance

of electrical and mechanical installations contracts with client-side contact person's details.

- l) Scanned copy of the Tender Document along with Addenda duly signed by the bidder.
- m) Scanned copy of any other document required in the Tender document

3.11.2 The **Price Bid** shall contain the following:

- a) Scanned copy of Letter of Price Bid as per the format given under tender forms.
- b) Bill of Quantities Sheet under Financial offer **completed online only** as per ITB 3.16.

3.11.3 The bidder shall submit both technical and financial bids through e tendering portal only. No details about price proposal shall be disclosed directly or indirectly in the technical proposal failing which the bid shall be rejected.

3.12 **Format and Signing of Bid:**

- a) The Bidder shall submit Technical Bid and the Price Bid as described in ITB Clause 3.12 through e tendering portal: [https:// eprocure.gov.in/e procure/app](https://eprocure.gov.in/e-procure/app)
- b) The Bid shall be digitally signed by a person duly authorized to sign on behalf of the bidder.

3.13 To establish their qualifications to perform the Contract in accordance with Section 5: Evaluation and Qualification Criteria, the Bidder shall submit as part of its Technical Bid the information requested in the corresponding information sheets included in Section 10: Tender Forms.

3.14 The Bidder shall submit the Technical Bid and the Price Bid online through e-tendering portal using appropriate letter formats (Tender form 4) furnished in Section 10: Tender Forms. These forms must be completed without any alterations to their format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

3.15 The prices quoted by the Bidder online in the Bill of Quantities Sheet under Financial offer of Bill of Quantities shall conform to the requirements specified below. In the BOQ, quantity and unit rates and thereby the amount against each item have been indicated. The rates / percentage quoted by the bidder in Bill of Quantities sheet under financial offer in CPP Portal will be considered for evaluation of bids. Rates offered through any other medium or at any other location will not be considered. The Instructions for filling BOQ sheet is under.

3.15.1 In respect of SL.No.1 of summary BOQ (BOQ1), i.e. i.e. Labour charges, rate shall be inclusive of all taxes and shall be quoted in INR in the Labour Charges BOQ i.e. BOQ2 sheet. The management fees/service charges shall not be less than 3%.

3.15.2 In respect of sl.no.2 of summary BOQ (BOQ 1) i.e. Material Charges, rate shall be inclusive of all taxes and shall be quoted in INR in the Material BOQ i.e. BOQ3 sheet.

3.16 **Period of Validity of Bids:**

Bids shall remain valid for a period of 120 days after the bid submission deadline date prescribed by the authority. A bid valid for a shorter period shall be rejected by the authority as non-responsive. In exceptional circumstances, the Competent Authority may request Bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.

3.17 Amendment of Bidding Document: At any time prior to the deadline for submission of bids, the Authority may amend the Bidding Document by issuing addenda. Any addendum/corrigendum issued shall be part of the Bidding Document. To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the Authority may, at its discretion, extend the deadline for the submission of bids.

3.18 Opening of Bids:

- a) The Authority shall conduct the opening of Technical Bids through CPPP e-tendering portal of <https://eprocure.gov.in/eprocure/app> .
- b) The Price Bids will remain unopened until the time of opening of the Price Bids. The date, and time, of the opening of Price Bids will be announced through e-tendering portal.

3.19 Evaluation of Bids:

- a) Initially, only the Technical Bids are opened through e tendering portal. The Technical Bids are evaluated by the Competent Authority. No amendments or changes to the Technical Bids are permitted. Bids with Technical Bids which do not conform to the specified requirements will be rejected as deficient Bids.
- b) Price Bids of technically compliant Bids shall be opened through e tendering portal of CPPP at a date and time advised by the Competent Authority. The Price Bids are evaluated and the Contract is awarded to the Bidder whose Bid has been determined to be the lowest evaluated substantially responsive Bid.
- c) In the price bids opened, if two or more bidders quote the same total lowest price, the following criteria will be used for awarding the contract in the order of priority:
 - i. If only one bidder qualifies for Micro and Small (MSE) status as per criteria laid down by M/o MSME vide notification S.O. 2119(E) dated 26th June 2020 as amended, the bidder who falls under Micro and Small Enterprise will be awarded the contract.
 - ii. If more than one bidder falls under MSE status, the bidder with highest average annual turnover for the three financial years as per audited accounts will be awarded the contract.
 - iii. If more than one bidder has same average annual turnover calculated as per sl.no.2 above, the bidder who has executed highest single value contract in the last two years will be awarded the contract.

3.20 Competent Authority Right to Accept Any Bid, and to Reject Any or All Bids.

The Competent Authority reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically, bid securities, shall be returned to the Bidders.

3.21 Notification of Award.

Prior to the expiration of the period of bid validity, the Competent Authority shall notify the successful Bidder, in writing, that its bid has been accepted by the Competent Authority. The notification of award letter is called the "Letter of Acceptance". Until a formal contract is prepared and executed, the notification of award shall constitute a binding Contract.

3.23 Performance Security.

Within twenty-eight (28) days of the receipt of notification of award from the Competent Authority, the successful Bidder shall furnish the performance security in accordance with the conditions of contract. Failure of the successful Bidder to submit the above-mentioned Performance Security or to sign the Contract Agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security

3.24 Signing of Contract.

Promptly after notification of award and furnishing of performance security, the Competent Authority shall send the Contract Agreement to the successful Bidder. Within twenty-eight (28) days of receipt of the Contract Agreement, the successful Bidder shall sign, date, and return it to the Competent Authority.

4 INSTRUCTIONS TO THE BIDDERS FOR ONLINE BID SUBMISSION

(Department User may attach this Document as an Annexure in their Tender Document which provides complete Instructions for on line Bid submission for Bidders)

4.1 The bidders are required to submit of copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

4.2 REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique use name and assign a password for their accounts.
- 3) Bidders are advised to register their valid e-mail address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class-III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/ nCode /e-Mudra 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 DSC’s 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.

4.3 SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, where in the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other key words etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS/ e- mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

4.4 PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- 2) Please go through the tender advertisement and the tender 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.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/RAR/DWF/JPG formats. Bid documents may be scanned with 100dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be up loaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: *My Documents space is only are positron given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, to his does not automatically ensure these Documents being part of Technical Bid.*

4.5 SUBMISSION OF BIDS:

- 1) Bidder should log into the site well in advance for bid submission sloth at they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload there quired bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise, the uploaded bid will be rejected.
- 5) 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 tender document, then the same is to be down loaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with the irrespective 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 file name. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dash board) 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.
- 7) All the documents being submitted by the bidders would been 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. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to asymmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

4.6 ASSISTANCE TO BIDDERS:

- 1) Any queries relating to the tender document and the terms and conditions contained herein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7CPPPortal Help desk.

5 ELIGIBILITY AND QUALIFICATION CRITERIA

SL. No	Criteria	Document to be uploaded by the bidder with the tender
5.1	The bidder must be a legal entity registered with Government Agency in India	Copy of Registration Certificate
5.2	The bidder should have a minimum average annual turnover of Rs. 47 lakhs for the last three financial years.	Copy of Audited Balance sheet and Profit & Loss account (Certified by CA).
5.3	The bidder should have minimum of two years of experience in execution of the works of Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets In any Government /Public Sector Undertaking.	Copy of the contract agreement/Work Order along with completion certificate or substantial completion certificate which clearly indicates the work covered and duration of the work under the contract.
5.4	<p>The bidder should have executed as a contractor or sub-contractor in any Government/Public Sector Undertaking at least</p> <p>One contract/work of Rs.74.30 lakhs value through a single contract that has been successfully or is substantially completed within the last Seven years before the deadline for submission of the bids, and that is similar to the proposed work.</p> <p style="text-align: center;">OR</p> <p>Two contracts/works of not less than 55.72 lakhs Value through a single contract each that has been successfully or is substantially completed within the last seven years before the deadline for submission of the bids, and that is similar to the proposed work.</p> <p style="text-align: center;">OR</p> <p>Three contracts/works of not less than 37.15 lakhs Value through a single contract each that has been successfully or is substantially completed within the last seven years before the deadline for submission of the bids, and that is similar to the proposed work.</p> <p>The phrase “Substantial completion” used above shall mean where the Employer has certified: Ongoing works where the above required value of the work has been physically completed. The same should be supported by Employer’s certificate.</p> <p>In case of work completed as a sub contract, work completion certificate shall be given by the original contractee.</p>	Copy of the contract agreement/Work Order along with completion certificate or substantial completion certificate which clearly indicates the value of the work executed, items covered and duration of the work under the contract.

6. SCOPE OF WORK

6.1 The successful contractor should provide Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets and supply of items to VSEZ Authority by supplying the following quality manpower with the qualifications & experience mentioned against each category as per Para 6.3. The Contract will be for 24 months. However, the performance will be evaluated after every three months of Award of contract. If performance is unsatisfactory, the contract will be terminated after giving one month's notice. The contract after successful completion of the contract period can be extended but the total contract period will not be more than three years with the same service charges.

6.2 The following manpower is to be deployed by the successful Contractor:

Sl. No.	Designation	City Category	No. of Staff
1.	Electrical Technicians for Maintenance of Electrical	"B"	6(Six)
2.	Operator for Repair maintenance of Pump Sets, Person Plumber for Maintenance of water supply of Sanitary installation	"B"	6(Six)
3.	Operator for Installation maintenance of D.G sets	"B"	1 (One)

However, the number and category of personnel to be deployed may vary depending upon the workload.

6.3 The manpower should be at least 10th Certificate, able to read, write and understand Telugu language. The wire men engaged should have valid wiremen for HT/LT(permit) license issued by any state/Central licensing Authority. The agency shall furnish the list of such persons engaged by them along with the proof of eligibility. Plumber for Should have a ITI certificate in Maintenance of water supply(Plumbing work) and Sanitary works.

Detailed scope of Work:

6.4 Comprehensive Maintenance of the following Air-Conditions installed at VSEZ Admin Building Duvvada Visakhapatnam including supplying and replacement of defective spares such as condenser coil, evaporator coil ,Fan motor, Electrical wiring ,Starting capacitor, Running Capacitor, Starting relay, selector Switch, Thermostat, Gas charging and monthly Servicing of the following as required. Total 1.5 Tr/2.0 Tr Split AC 35 Nos. Each repair should be certified by concerned supervisor on register with proper signature.

6.5 Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets including day to day attending of complaints, Break down call , Routine Maintenance and preventive Maintenance in the entire zone and Fans, Lights and AC including plumbing (sanitation) works in the Admin. Building & Security Gate and Street Lights, External Services Etc. Each repair/replacement should be certified by concerned supervisor on register with proper signature.

6.6 Providing annual maintenance (without spares and consumables) with periodical

Maintenance at quarterly intervals of following capacity DG sets through authorized service dealer of KOEL including attending to Breakdown calls as and when required for 100 KVA and 160 KVA (excluding HSD Oil). Each repair/replacement Should be certified by concerned supervisor on register with proper signature.

- 6.7 Filtration of Transformer oil Contained in the 200 KVA Transformer and 200 KVA Transformer equipments with help of oil filtration plant to achieve the dielectric strength KV 1 minute including submission of test report including hiring of filtration plant & Testing equipments etc as required. Supplying and topping up with transformer power oil confirming to IS:335/1993 with upto date amendment etc to required level as required. Each repair/replacement should be certified by concerned supervisor on register with proper signature.
- 6.8 Supplying and Replacement of the Electrical Accessories: The agency shall be procure and keep the minimum required items in stock and replace the defective items with in six hours as when required with proper document evidence. Each repair/replacement Should be certified by concerned supervisor on register with proper signature.
- 6.9 Supplying and Replacement of the Sanitary Accessories: The agency shall be procure and keep the minimum required items in stock and replace the defective items with in six hours as when required with proper document evidence. Each repair/replacement Should be certified by concerned supervisor on register with proper signature.
- 6.10 Maintenance of Electrical Installations (replacement of burnt out chokes, starters, cutouts, switches, rewinding of ceiling fans etc.) in SDF Buildings, Security building and Administrative Building, Guard Room, Pump Houses, Incinerator area.
- 6.11 Repairs and maintenance of Window/split Air Conditioners including filling of gas in compressors. Replacement of Censors etc. installed at Administrative building and security building.
- 6.12 Maintenance of Street lights (Repairs/replacements)
- 6.13 Operation and maintenance of all pump sets in two shifts in Phase-I, II & III.
- 6.14 Attending to Plumbing works (Repairs/Maintenance/Replacements) in the Administrative Building, SDF Buildings (SDF-I-II, SDF-IV), Industrial Sheds, Trading Sheds, Common areas and the premises of VSEZ processing area.
- 6.15 Maintenance of UPS 20 KVA and 6 KVA at Administrative Building.
- 6.16 An Annual Maintenance contract (AMC) for Electrical maintenance ensures scheduled inspection, preventative repairs for electrical systems to maintain safety, efficiency and compliance. These contract cover HT/LT panels, wiring, lighting, motors and switch Boards, providing routine Maintenance and 24/7 emergency support to minimize downtime.
- 6.17 The contractor should keep an account of the materials received and consumed in the work. The dismantled materials should be handed over to the ADC/VSEZ authority immediately after replacement. Any discrepancy in the account of the materials shall be the responsibility of the contractor and suitable recovery will be made for any shortage of materials at the prevailing market rate from the contracts bill.

7. GENERAL TERMS AND CONDITIONS:

- 7.1 If your tender is accepted, the service has to be commenced within the seven days from the letter of acceptance, failing which the contract will be treated as cancelled without any further intimation.
- 7.2 Bidder is required to submit the complete bid along with the tender forms, documents, etc. The bid has to be signed in original by the authorized representative of the Bidder.
- 7.3 The bid shall be exactly as per the presented formats given in the tender documents. All columns of the prescribed formats should be filled.
- 7.4 Each page of tender proposal documents is to be signed and stamped by the authorized representative of the Bidder clearly indicating that all the terms and conditions mentioned herein are acceptable to the Bidder unconditionally and should be uploaded.
- 7.5 Bidders are advised to read and examine carefully all instructions, forms, terms and conditions in the tender document. Failure to furnish all information required in the Tender document or submission of a proposal not substantially responsive to the Tender document in every respect will be at the Bidder's risk and shall result in rejection of the proposal.
- 7.6 Bidder should be complying with all the applicable labour laws and other relevant laws related to the operations of the bidder.
- 7.7 Bidders are advised to visit VSEZ for better understanding of existing setup and to understand the scope of work more clearly before they submit their offers.
- 7.8 In the event of the specified date of opening is holiday, the bids will be opened on the next working day at the same time. The bidder or any of his authorized representatives may remain present at the time of opening of bids if they so wish.
- 7.9 The decision regarding acceptance or rejection of the full tender will rest with the Development Commissioner, VSEZ who does not bind himself to accept the lowest quotation and reserve the right to reject or partly accept any or all the quotations received without assigning any reason.
- 7.10 An Earnest Money Deposit (EMD) of Rs.1,86,000/- (Refundable) (Rupees One Lakh Eight Six Thousand only) through Demand Draft/Bankers Cheque on Nationalized Bank drawn in favour of "Development Commissioner (Chairperson) VSEZ Authority Fund payable at Visakhapatnam must accompany with the tender. Tender received without EMD will not be considered.
- 7.11 To ensure due performance of the contract and to safeguard the interest of this office in all respects, Performance Security Deposit for an amount of 3% (inclusive of EMD) of the value of the contract is to be furnished in the form of an Account payee Demand Draft/ Fixed Deposit Receipt from a commercial bank, Bank Guarantee from a commercial bank or online payment is acceptable from the successful Bidder awarded the contract as Rule 171 of GFR – 2017.
- 7.14 On acceptance of the Letter of Acceptance, it will become a binding contract and shall be bound by the terms and conditions of the tender.

7.15 The Contracting Agency should issue Identity Card to manpower deployed by them and this should be shown on demand.

7.16 Duration of Contract

The period of contract will be 24 months from the date of award of contract. The contract can be extended up to a period of one year, if so desired by the VSEZA with the same terms and conditions based on the performance of the service provider. During the extension of the contract any increase or decrease in the scope of work pro-rata rate shall apply.

7.17 Payment:

Payment will be made on monthly basis on submission of entire bill for the previous month within 10th of the succeeding month complete with all documents. Failing to submit bill(s) will lead to forfeiture of payment of that month. The statutory deductions & penalties, if any, will be applied before making the payment. The following shall also be produced by the Contracting Agency along with the bill for making payment.

7.17.1 Attendance particulars should be submitted along with the bill duly countersigned by concerned officer of VSEZ.

7.17.2 Evidence relating to the payment to the workers viz. proof of online transfer in case where the payments are made through e-transfer to the Accounts of the workers.

7.17.3 Copies of P.F. Challans along the list of persons and amount of EPF contributions, , EPS. etc. Deposited by the Agency for the preceding month.

7.17.4 The Contracting Agency will have to take insurance policies to cover up all the risk and keep them valid till the successful completion of the Contract Workman's Compensation Risk/liability of the 3rd party wherever ESI is not applicable.

7.18 Termination

- a) The contract agreement may be terminated at any time during the contract period if any of the following events occur.
 - i) Contactor is adjudged as insolvent.
 - ii) Contractor has abandoned the contact i.e. the Contractor fails to perform the obligation under the contract for a period of one month.
 - iii) Contractor fails to proceed with the work with due diligence as per requirements.
 - iv) Any of the licenses, permissions or registrations of the Contractor as required under the applicable laws are discontinued/cancelled or not renewed in time.
 - v) Contractor has neglected or failed persistently to observe or perform his obligations under the contract or performs unsatisfactorily.
 - vi) The Contractor is found to have acted in breach or violation of any of the safety norms persistently, applicable labour and other laws in relation and his obligations therein.
 - vii) The Contractor commits a breach of the contractual terms and conditions.
 - viii) In the opinion of VSEZ, it is desirable to discontinue with the performance of the contract with the Contractor.

- ix) VSEZ has the right to terminate the contract with the agency in case of non-payment/short payment of the wages to the people employed by the Contracting Agency in this regard.
- b) VSEZ shall give the Contractor a seven days' notice period to rectify the breach, failing which the contract shall stand terminated on the last date of the notice period without requiring any further notice from VSEZ in that behalf.
- c) Upon such termination, the outstanding dues of the Contractor shall be settled subject to the amounts recoverable by VSEZ under the contract from Contractor. The Performance Guarantee amount shall be forfeited if the contract is terminated by VSEZ on account of the above.

7.19 Intellectual Property Rights

All rights on developed technologies or applications in use/unused will be the property of VSEZ. VSEZ only has the exclusive and transferable license to use, market, store, dispute, reproduce, display, adapt, communicate, perform, translate, transmit and promote the customized site, customized programming and the licensed content, information (or an portion thereof) to other organizations as per VSEZ's interest.

7.20 Legal

In case of any dispute on any matter the same will be referred to the Development Commissioner, VSEZ and his decision will be final and binding on all the parties. During the contract period, if any legal dispute arise, it will be within the jurisdiction of State of Andhra Pradesh at Visakhapatnam only.

7.21 Penalty Clauses

For non-compliance of the work, due to shortage of manpower/routine maintenance/daily report or any other reasons, the following penalties will be imposed for each and every shortcoming during execution of work.

Sl. No.	Event	Penalty
1	Breach of terms and conditions of the contract	1% of the total award for each instance
2	Absence of service provider's Personnel without prior intimation	500/- (Five hundred only) per day per person.
3	Late Reporting	100/- for each instance
4	Not found on duty of found sleeping or in a drunken condition during inspection	500/- for each instance
5	Change of Electrical Technicians and operators Personnel without prior permission (Per Person)	500/- for each instance
6	Non replacement of items in the sl.no.7 and 8 of annexure A to the BOQ within six hours	1000/- for each instance

At any time during the period of contract, if it is observed that the services rendered by contractor are unsatisfactory or the behavior of any of the persons engaged as manpower is found unsatisfactory or objectionable, it is competent for VSEZ to redirect

the contractor to remove him or penalize him at the cost of the contractor failure to comply with the direction shall be the sufficient cause for cancellation of the contract.

7.22 Statutory Provisions:

The contractor shall comply with all the statutory provisions as required under various applicable Legislations of the Government and also statutory requirements as applicable. Contracting Agency shall maintain all Statutory Records and Registers provided under Labour Laws such as Minimum Wages Act, Equal Remuneration Act, Contract Labour (Regulation & Abolition) Act, Building and Other Construction workers (Regulation of Employment and Working Conditions) Act, EPF and other Laws. Those records are to be kept at the VSEZ during the working hours.

7.23 Arbitration:

All disputes arising out from the workers in respect of salaries, wages or any other matters connected with their service conditions will rest with VSEZ. VSEZ should be free from all encumbrances whether from the Government or any other sources, including claims as per Workmen Compensation Act.

7.24 Subletting of Work:

The Agency shall not assign or sublet the work or any part to any person without having the permission of the Development Commissioner, VSEZ.

7.25 The Contracting Agency will have to comply with the provision of Minimum wages Act & Payment of Wages Act wages/salaries as per Equal Remuneration Act of India as in force or enforced from time to time. Besides this engagement of workers should be in accordance with all the relevant labour laws. Contracting Agency shall comply with the provision of the Contract Labour (Regulation and Abolition) Act. 1970 and any modification thereof. Any other law relating to labour legislation and rules made there under from time to time as applicable must be complied with. The contracting agency shall abide by all the laws pertaining to Labour.

7.26 Necessary licenses/registrations as required by relevant statutes shall obtained by the contracting agency from relevant departments in terms of compliance under the statutes Viz. contract labour license in case of 5 or more workmen etc.

7.27 The workers employed on the above work by the Contracting Agency shall be under the sole and whole Control of the management of the Contracting Agency and for all purposes, they will be the employees of the Contracting Agency only. The persons engaged by the Contracting Agency against the Contract shall not have any right/claim whatsoever for direct recruitment of permanent employment in the VSEZ.

7.28 The contractor has to indemnify the principal employer i.e. Development Commissioner, VSEZ from all liabilities in respect of welfare measures applicable to the workers employed by him under various statutes.

7.29 Prior to the commencement of the Contract, the Contracting Agency will have to provide Insurance Coverage to the employees for workman's compensation risk for employees not covered by ESI. Payment for the Employee Compensation Insurance policy premium for employees not covered by ESI shall be made

- separately on submission of bill along with proofs of premium payment and copy of the insurance policy.
- 7.30 The personnel of the service provider shall be paid as per the prevailing wages notified by the Government of India, Ministry of Labour & Employment, Office of the Chief Labour Commissioner (C), New Delhi under the Minimum Wages Act 1948 from time to time for the relevant categories of the workers and also for the statutory contributions like EPF, ESIC etc. Additional amount of wages paid by the service provider to the personnel's of the service provider on account of revision of minimum wages by the Government shall be reimbursed by VSEZ Authority.
- 7.31 The Technicians/Staff deputed by the Contracting Agency' will not attend any job directly unless directed by authorized person of VSEZA.
- 7.32 The contracting Agency should be responsible for the health and safety of all its employees covered under the Contract.
- 7.33 The Contracting Agency should submit the list of personnel deputed for this work along with their Name, Residential Address, Qualification, Experience along with their photographs. In case of any change in the information given earlier, the same shall be informed to VSEZ from time to time.
- 7.34 VESZA has the right to ask the Contracting Agency to remove a particular person (s) from the site with immediate effect if in the opinion of VSEZA his/her behavior / performance is not up to the mark and / or found indulging in unlawful activities, contracting agency will be held responsible for the value of the loss of material to the Principal Employer in such activities.
- 7.35 If owing to breach of any of the provisions of these Acts or any other relevant Acts on the part of the Contracting Agency, VSEZA will have the right to deduct such amounts, payable against any Contract, from the bills of the Contracting Agency. The Contracting Agency shall indemnify VSEZA from such losses as are incurred because of his non- compliance with the relevant Statutory Provisions.
- 7.36 The Agency will have to ensure that the payment of due wages to the persons deployed by the Agency this purpose on or before 7 th of every month and this should be ensured by the Contracting Agency irrespective of fact that VSEZA has made the payment to the Contracting Agency or not and whatsoever other reasons. (the monthly payment of Contract amount will be reimbursed to Contracting Agency after submission of bill along with a copy of wage Payment Sheet, Receipts of Provident Fund and ESI of the previous month, details of consumed items for claimed period/month). Tax Deduction at Source as per the Government Rules will be applicable from time to time.
- 7.37 The Contracting Agency shall not allow/permit his workers to participate in any Trade Union activities or agitation inside the VSEZ.
- 7.38 Contactor shall be fully responsible for any mischief and misbehave done by its staff.

- 7.39 For the purpose of work, the Contracting Agency shall engage persons above 18 years of age only and who are found suitable, on the basis of police verification report. No minor workman would be permitted in any case.
- 7.40 VSEZ will not be responsible to provide any residential accommodation to personnel deployed by service provider.
- 7.41 The contractor's personnel shall not indulge in any loose or unwarranted talk with the employees or visitors.
- 7.42 VSEZ officers may carry out surprise checks at any time of the day. During the duty hours if any contractor's personnel is found missing or sleeping or in a drunken state such person will have to be replaced immediately. In such instances VSEZ reserves the right to cancel the contract or impose a penalty of Rs.500/-per such occurrence.
- 7.43 In case of any accident /injure to any worker of the agency during working time, the department shall not be held liable for compensations/treatment etc. it the sole responsibility of the contractor to settle legally any claims arising out of it.

8. Special Conditions

- 8.1 The persons supplied by the Agency should not have any adverse Police records / criminal cases against them. The Agency should make adequate enquiries about the character and antecedents of the persons whom they are recommending. The character and antecedents of each personnel of the service provider will be got verified by the service provider before their deployment after investigation by the local Police, collecting proofs of identity like driving license, bank account details, previous work experience, proof of residence and recent photograph and a certification to this effect submitted to the VSEZ. The service provider will also ensure that the personnel deployed are medically fit and will keep in record a certificate of their medical fitness. The service provider shall immediately withdraw such employees who are not found suitable by this office for any reasons on receipt of such a request.
- 8.2 The service provider's personnel shall not claim any benefit / compensation / absorption / regularization of service from / in the VSEZ under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970 or any other Act, Rules and Regulations. Undertakings from the persons to this effect shall be required to be submitted by the service provider to the VSEZ.
- 8.3 The service provider's personnel shall not divulge or disclose to any person any details of office operation process, technical know-how, security arrangements, administrative / organizational matters as these are confidential / secret in nature.
- 8.4 The service provider's personnel should be polite, cordial, positive and efficient while handling the assigned work and their actions shall promote goodwill and enhance the image of the VSEZ. The service provider shall be responsible for any act of indiscipline on the part of persons deployed by him.
- 8.5 The persons deputed shall not interfere with the duties of the employees of the VSEZ.
- 8.6 The VSEZ may require the service provider to dismiss or remove from the site of work any person or persons employed by the service provider who may be incompetent or for his / her / their misconduct and the service provider shall forthwith comply with such requirements. The service provider shall replace immediately any of its personnel if they are unacceptable to the VSEZ because of security risk, incompetence, conflict of interest and breach of confidentiality or improper conduct or for any other reason whatsoever upon receiving written notice from the VSEZ.
- 8.7 The service provider shall ensure proper conduct of his / her persons in office premises and enforce prohibition of consumption of alcoholic drinks, pan, smoking, loitering without work etc.
- 8.8 The deputed person shall intimate and seek prior permission if he / she intend to absent himself/herself from work so that the office can make alternate arrangements.

8.9 The service provider shall arrange for a substitute well in advance if there is any probability of the person leaving the job due to his / her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the service provider.

9. BILL OF QUANTITIES

Srl. No.	Description	Unit	Qty	Rate	Total Value for Contract period (24 Months) in Rs.
	Providing Service for operation and Maintenance of all Electrical and Mechanical installations, substations, Street Lights, Pump sets including day to day attending of complaints, Break down call , Routine Maintance and preventive Maintance in the entire zone and Fans, Lights and AC including plumbing (sanitation) works in the Admin. Building & Security Gate and Street Lights, External Services Etc.				
1.	Electrical Technicians for Maintenance of Electrical installation in the entire zone and Fans & Lights in the Admn. Building & Security Gate and Street Lighting, External Services Etc. (with minimum wages and EPF etc). 6 Persons for 26 days	Man days	3744	968/-	36,24,192.00
2.	Operator for Repair maintenance of Pump Sets, Person Plumber for Maintenance of water supply of Sanitary installation etc for General Shift. (with minimum wages and EPF. etc). 6 Persons for 26 days	Man days	3744	968/-	36,24,192.00
3.	Operator for Installation maintenance of D.G sets(with minimum wages and EPF. etc). 1 No for 26 days., (With minimum wages and EPF etc) for 26 days	Man days	624	968/-	6,04,032.00
4.	As per Annexure "A" Replacement/ additional requirement of defective parts for Electrical, Mechanical, Maintance of AC, DG set, Plumbing and sanitary items as and when required as per administrative orders. Payment will be made as per clear document evidence certified concern official.	Annexure "A"			11,98,411.00
5.	Management Fee/Service Charges for providing managing of all Electrical and Mechanical on (in Rupees) Min.3%.for SL.No:1 to 3 only				

Note:

1. Rates or financial bid should be filled and submitted only in the Bill of Quantities sheet under financial offer ONLINE at CPP Portal. The above sheet is only for information.
2. In respect of sl.no.5 i.e. Management fee/service charges shall be quoted as a percentage of total of Sl.No. 1,2 &3 in labour charges BOQ i.e. BOQ2 sheet. The percentage of management fee/service charge shall be more than 3%.
3. In respect of Sl.No. 4 i.e. supply of materials rates shall be inclusive of all taxes and shall be quoted in INR in material charges BOQ i.e. BOQ3 sheet .

VISAKHAPATNAM SPECIAL ECONOMIC ZONE VISAKHAPATNAM					
Annual Maintenance of Electrical and Mechanical Installation at VSEZ, Duvvada, Visakhapatnam for the period 24Months.					
ABSTRACT					
SL.NO	DESCRIPTION OF ITEM	UNIT	QTY	RATE	AMOUNT
1	Comprehensive Maintenance of the following Air-Conditions installed at VSEZ Adimin Building Duvvada Visakhapatnam including supplying and replacement of defective spares such as condenser coil, evaporator coil ,Fan motor, Electrical wiring ,Starting capacitor, Running Capacitor, Starting relay, selector Switch, Thermostat, Gas charging and monthly Servicing of the following as required Total 1.5 Tr/2.0 Tr Split AC 35 Nos(Rate is per 35 Nos per month)	Per month	24	11990.00	₹ 2,87,760.00
2	Providing annual maintenance (without spares and consumables) with periodical Maintenance at quarterly intervals of following capacity DG sets through authorized service dealer of KOEL including attending to Breakdown calls as and when required.				
2.1	100 KVA	Per Quarter	8	2741.00	₹ 21,928.00
2.2	160 KVA	Per Quarter	8	3426.00	₹ 27,408.00
3	Filtration of Transformer oil Contained in the following equipments with help of oil filtration plant to achieve the dielectric strength KV 1 minute i/c submission of test report i/c hiring of filtration plant & Testing equipments etc as required.				
3.1	200 KVA Transformer - 1 No	each	1	10382.00	₹ 10,382.00
3.2	500 KVA Transformer - 1 No	each	1	10382.00	₹ 10,382.00
4	Supplying and topping up of transformer with transformer power oil confirming to IS:335/1993 with upto date amendment etc to required level as required.	Ltrs	100	153.00	₹ 15,300.00
5	Providing of following B Check materials including servicing for 160 KVA Kirloskar make DG Set installed at VSEZ, Duvvada, Visakhapatnam.(for contract period i.e 24 months)KOEL CARE Premium Genuine oil 20Ltrs Can (Part No. 82.060.10.0.20) 1 No, KOEL CARE Premium Genuine oil 20Ltrs Can (Part No. 82.060.10.0.05) 2 Nos, Fuel Filter Kit (Part No. 48.999.20.0.00) 1 No, Spin on Lube oil Filter (Part No. 06.436.01.0.00) 2 Nos	Job	2	14,022.00	₹ 28,044.00

6	Providing of following B Check materials including servicing for 100 KVA Kirloskar make DG Set installed at VSEZ, Duvvada, Visakhapatnam (for contract period i.e 24 months),KOEL CARE Premium Genuine oil 20Ltrs Can (Part No. 82.050.10.0.20) 1 No. Air cleaner Assembly with safety Element (KFA-01-7221) (Part No. 6H.411.02.0.00) 2 Nos. Fuel Filter Kit (Part No. 48.999.20.0.00) 1 No. Primary Element (Part No. 3H.132.01.0.00) 1 No. Spin on Lube oil Filter (Part No. 06.436.01.0.00) 2 Nos	Job	2	11376.00	₹ 22,752.00
7	Supplying and Replacement of the following Electrical Accessories. Replacement or Defective items handed over to stores and New items will be issued. Tender awarded rate is fixed quantity not fixed materials will be procure as when required.				
7.1	90W LED Lights Make:Philips/Disano/Osram/Bajaj/Halonix/Havels/Wipro	Nos	100	1832.20	₹ 1,83,220.00
7.2	120W LED Flood Lights Make:Philips/Disano/Osram/Bajaj/ Halonix/Havels/Wipro	Nos	20	2213.55	₹ 44,271.00
7.3	90 W Drivers Osram/Bajaj/Halonix/Havels/Wipro	Nos	130	1179.66	₹ 1,53,355.80
7.4	Steel Grip self adhesive PVC Insulation Electrical Tap	Nos	500	11.44	₹ 5,720.00
7.5	3 Core 1.5 sq MM cable (100 Mtrs Per Coil) Make: Finolex/Havells/Polycab/RR kabel/Anchor/L&T	Nos	10	4087.00	₹ 40,870.00
7.6	1.5 sq MM cable (90 Mtrs Per Coil) Make: Finolex/Havells/Polycab/RR kabel/Anchor/L&T	Nos	10	2288.00	₹ 22,880.00
7.7	2.5 sq MM cable (90 Mtrs Per Coil) Make: Finolex/Havells/Polycab/RR kabel/Anchor/L&T	Nos	5	3305.00	₹ 16,525.00
7.8	Street Light Timers Make: L&T/Siemens/GE/Schenider	Nos	20	1518.64	₹ 30,372.80
7.9	70A 3 pole Street Light Power Contactors spare coil	Nos	50	1447.50	₹ 72,375.00
7.10	MCB 6 to 32 Amps Make:Legrand DX 3 3/Schneider Act 19/ Siemens-3WL/L&T/ABB/ Asmon/ Anchor	Nos	100	247.45	₹ 24,745.00
7.11	Philips Ujjwal 20 Watt LED batten, cool day Light 4 feet Synthetic	Nos	150	666.94	₹ 1,00,041.00
7.12	2 Modular Fan regulators Make:Legrand Ekinox 3/Schneider/ Siemens/ Asmon/ Anchor	Nos	30	354.23	₹ 10,626.90
7.13	6 amps Modular Switches Make:Legrand Ekinox 3/Schneider/ Siemens/ Asmon/ Anchor	Nos	50	96.61	₹ 4,830.50
7.14	6 amps Modular Sockets Make:Legrand Ekinox 3/Schneider/ Siemens/ Asmon/ Anchor	Nos	50	116.10	₹ 5,805.00
7.15	16 amps Modular Switches Make:Legrand Ekinox 3/Schneider/ Siemens/ Asmon/ Anchor	Nos	30	149.15	₹ 4,474.50
7.16	16 amps Modular Sockets Make:Legrand Ekinox 3/Schneider/ Siemens/ Asmon/ Anchor	Nos	30	184.74	₹ 5,542.20
7.17	2.5 mfd Capacitors Make:L&T / Schneider/Neptune/Legrand	Nos	30	27.11	₹ 813.30
8	Supplying and Replacement of the following Sanitary Accessories. Replacement or Defective items for one time procurement				
8.1	Cut out Angel Cock, Make: Hindware/Parryware/Jagwar	Nos	13	465.88	₹ 6,056.44
8.2	Two way Tap Make: Hindware/Parryware/Jagwar	Nos	6	425.42	₹ 2,552.52
8.3	Health Fancet with two way Bib cock Make: Hindware/Parryware/Jagwar	Nos	6	3530.50	₹ 21,183.00

8.4	PVC Connector Make: Hindware/Parryware/Jagwar	Nos	9	96.61	₹ 869.49
8.5	32mm Bottle TAP Make: Hindware/Parryware/Jagwar	Nos	6	1380.50	₹ 8,283.00
8.6	Commode Sheet Cover Make: Hindware/Parryware/Jagwar	Nos	2	720.33	₹ 1,440.66
8.7	Flush Tank Float Valve (Shoot Model) Make: Hindware/Parryware/Jagwar	Nos	2	651.60	₹ 1,303.20
8.8	Flush Tank Washers (Spin) Make: Hindware/Parryware/Jagwar	Nos	2	134.74	₹ 269.48
8.9	1/2" Urinal Push Cocks Make: Hindware/Parryware/Jagwar	Nos	4	219.49	₹ 877.96
8.10	Wash Basin Waste Pipes Make: Hindware/Parryware/Jagwar	Nos	4	85.59	₹ 342.36
8.11	Pillar Cocks Make: Hindware/Parryware/Jagwar	Nos	2	490.67	₹ 981.34
8.12	Urinal Speeder Make: Hindware/Parryware/Jagwar	Nos	3	374.57	₹ 1,123.71
8.13	25 mm Brass Valve Make: Hindware/Parryware/Jagwar	Nos	1	732.20	₹ 732.20
8.14	20 mm Brass Valve Make: Hindware/Parryware/Jagwar	Nos	1	501.69	₹ 501.69
8.15	15 mm Brass Valve Make: Hindware/Parryware/Jagwar	Nos	2	386.44	₹ 772.88
8.16	25 mm Floated Valve Make: Hindware/Parryware/Jagwar	Nos	1	333.00	₹ 333.00
8.17	25 mm G I Socket Make: Hindware/Parryware/Jagwar	Nos	2	29.66	₹ 59.32
8.18	1/2" G I Nipples(4" Length) Make: Hindware/Parryware/Jagwar	Nos	6	29.66	₹ 177.96
8.19	Teflon Tap	Nos	10	12.71	₹ 127.10
Total Estimation					11,98,411.00
Rupees Eleven Lakhs Ninety Eight Thousand Four Hundred Eleven only					

10. TENDER FORMS

The following forms should be filled duly signed, scanned and uploaded by the bidder along with the tender.

1. Letter of Technical Bid **Form: TF 1**
2. Letter of Price Bid **Form: TF 2**
3. Tender Acceptance Letter **Form: TF 3**
4. Compliance Statement to be submitted by Bidder **Form: TF 4**
5. Bidder Information **Form: TF 5**
6. Non Blacklisting Declaration **Form: TF 6**

LETTER OF TECHNICAL BID
(To be given on bidder's Letter Head)

Date: _____

To
The Development Commissioner,
Visakhapatnam Special Economic Zone,
Administrative Building, Duvvada,
Visakhapatnam-530049.

Sub: NIT No. _____ dated _____

Dear Sir,

With reference to your Notice Inviting Tenders No _____ dated _____, I/We, having examined the Tender document and understood its contents, hereby submit my/our tender for the above NIT. The offer is unconditional and unqualified.

We, the undersigned, declare that:

- 1) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders;
- 2) We offer to execute the Works in conformity with the Bidding Documents;
- 3) Our bid shall be valid for a period of **120 days** from the date fixed for the tender submission deadline in accordance with the Tender Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- 4) If our bid is accepted, we commit to submit a performance security in accordance with the Tender Documents;
- 5) If our bid is accepted, we commit to deploy key equipment and key personnel consistent with the requirements stipulated in the Tender.;
- 6) All information provided in the Tender and in the Annexure of tender is true and correct and all documents accompanying it are true copies of their respective originals.
- 7) This statement is made for the express purpose of qualifying as a Bidder for providing the services for the foresaid Project.
- 8) I/ We shall make available to the Development Commissioner, VSEZ any additional information it may find necessary or require to supplement or authenticate the Qualification statement.
- 9) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
- 10) I/ We acknowledge the right of the Development Commissioner, VSEZ to reject our bid without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
- 11) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract

is prepared and executed.

- 12) I/We certify that in the last three years, I/we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
- 13) I/We declare that:
 - a) I/We have examined and have no reservations to the tender document, including any Addendum issued by the Development Commissioner, VSEZ.
 - b) I/We do not have any conflict of interest in that affects the qualification process of the tender document.
 - c) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, in respect of any tender or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State.
 - d) I/ We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive e-practice.
- 14) I/ We understand that you may cancel the Bidding Process at any time without assigning any reasons thereof.
- 15) I/ We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
- 16) I/ We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
- 17) I/ We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/ employees.
- 18) I/We undertake to intimate VSEZ Authority immediately, in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above.
- 19) I/We, hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of Applicants, selection of the Bidder ,or in connection with the selection/ Bidding Process itself, in respect of the above mentioned Project and the terms and implementation thereof.
- 20) I/we agree and undertake to abide by all the terms and conditions if any of the tender document. I/We submit this Tender under and in accordance with the terms of the tender document.

Yours faithfully,

(Signature of the Authorized Signatory)
(Name and designation of the Authorized Signatory with Official Seal)

LETTER OF PRICE BID

(To be given on bidder's Letter Head)

Date: _____

To
The Development Commissioner,
Visakhapatnam Special Economic Zone,
Administrative Building, Duvvada,
Visakhapatnam-530049

Sub: NIT No. _____ dated _____

Dear Sir,

We, the under signed, declare that:

- (a) We have examined and have no reservations to the Tender Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) 8;
- (b) We offer to execute the Work in conformity with the Tender Documents;
- (c) The total price of our Bid is indicated in the **Excel file of Sheet of Bill of Quantities(online)**
- (d) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed; and
- (e) We have not made any deviations from the requirement of the bidding document and we have also not made any tampering or changes in the bidding documents on which the bid is being submitted and if any tampering or changes are detected at any stage, we understand the bid will invite summary rejection and forfeiture of bid security/the contract will be liable to be terminated along with for feature of performance security, even if LOA has been issued.
- (f) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Yours faithfully,

(Signature of the Authorized Signatory)

(Name and designation of the Authorized Signatory with Official Seal)

TENDER ACCEPTANCE LETTER

(To be given on bidder's Letter Head)

Date: _____

To
The Development Commissioner,
Visakhapatnam Special Economic Zone,
Administrative Building, Duvvada,
Visakhapatnam-530049

Sub: Acceptance of Terms & Conditions of Tender.

Ref: NIT No. _____ dated _____

Name of the Work:

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the abovementioned 'Tender/Work' from the web site(s) namely: websites CPP Portal (www.eprocure.gov.in) and VSEZ (<http://www.vsez.gov.in>) as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I/we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and/ we shall abide here by the terms/conditions/clause contained therein.
3. The corrigendum(s) issued from time to time by your department/ organizations too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.
5. In case any provisions of this tender are found violated, then your department/ Organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeited of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Authorized Signatory)

(Name and designation of the Authorized Signatory with Official Seal)

COMPLIANCE STATEMENT TO BE SUBMITTED BY BIDDER

(To be given on bidder's Letter Head)

Sl.No	Description	Complied or Not Complied, please indicate	Please specify the page no. for the provided documentary Evidence.
1	Bidder should submit the bid duly signed and stamped in all pages.		
2	Bidder should submit price bid in ONLINE FORM ONLY		
3	The bidder must be a legal Entity registered with Government Agency in India. Enclose copy of certificate of Registration.		
4	The bidder should have a minimum average annual turnover of Rs. 165 lakhs for the last three financial years Copies of Audited Balance sheet and Profit & Loss account (Certified by CA) To be submitted.		
5	The bidder should have minimum of two years of experience in execution of the works of Providing Service for operation and Maintenance of all Electrical and Mechanical installations. Copies of the contract agreement/Work Order along with completion certificate or substantial completion certificate which clearly indicates the value of the work executed, items covered and duration of the project under the contract should be submitted.		
6	The bidder should have executed as a contractor or sub-contractor in any Government/Public Sector Undertaking at least One contract/work of Rs.74.30 lakhs value through a single contract that has been successfully or is substantially completed within the last Seven years before the deadline for submission of the		

	<p>bids, and that is similar to the proposed work.</p> <p style="text-align: center;">OR</p> <p>Two contracts/works of not less than 55.72 lakhs Value through a single contract each that has been successfully or is substantially completed within the last seven years before the deadline for submission of the bids, and that is similar to the proposed work.</p> <p style="text-align: center;">OR</p> <p>Three contracts/works of not less than 37.15 lakhs Value through a single contract each that has been successfully or is substantially completed within the last seven years before the deadline for submission of the bids, and that is similar to the proposed work.</p> <p>The phrase “Substantial completion” used above shall mean where the Employer has certified: Ongoing works where the above required value of the work has been physically completed. The same should be supported by Employer’s certificate.</p> <p>In case of work completed as a sub contract, work completion certificate shall be given by the original contractee.</p>		
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(Signature of the Authorized Signatory)

(Name and designation of the Authorized Signatory with Official Seal)

BIDDER INFORMATION

(To be given on bidder's Letter Head)

INFORMATION TO BE FILLED BY BIDDER		
1	Name of the Bidder/Organization/Firm	
2	Full postal address with Telephone, Telefax, Email.	
3	Please specify whether public Limited, Private Organization or Partnership Firm.	
4	Nature of the Business	
5	Date of Establishment	
6	GSTNO.	
7	PAN No. (copy of PAN of the bidder to be enclosed)	
8	Firm Registration No.	
9	Address & Telephone Nos. of your branch office in Visakhapatnam (please specify whether Distributing/ Servicing/Marketing the products.	
10	Reference of reputed Customers.	
11	Details of related work carried out.	

(Signature of the Authorized Signatory)

(Name and designation of the Authorized Signatory with Official Seal)

NON-BLACK LISTING DECLARATION

(To be given on bidder's Letter Head)

UNDERTAKING REGARDING BLACK LISTING/NON-DEBARMENT

To,
The Development Commissioner
Visakhapatnam Special Economic Zone,
Duvvada.
Visakhapatnam- 530049

We here by confirm and declare that we, M/s-----, is not black listed/ De-registered/ debarred by any Government department/Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/Servicesduringthelast5years.

Yours faithfully,

(Signature of the Authorized Signatory)

(Name and designation of the Authorized Signatory with Official Seal)

Date: