

NOTICE INVITING BUDGETORY OFFERS

Budgetary offer No. CME/XEN(F)/F-26/2024/1A

Name of Work	'Non Comprehensive Maintenance Contract (NCCM) of the DG sets at Mormugao Port Authority (MPA), for a period of two years.' 'मुर्गांव पत्तन प्राधिकरण (एमपीए) में डीजी सेटों का दो वर्ष की अवधि के लिए गैर-व्यापक रखरखाव अनुबंध (एनसीएमसी)।'
Date of submission of budgetary quotation	On or Before 30/12/2024 at 15:00 Hrs.
Address for communication	Executive Engineer (M), XEN (F) Section, Mechanical Engg. Dept., 2 nd floor, 'SAARASI' Admin Office Bldg., Mormugao Port Authority, Headland Sada Goa - 403804
Contact Details	Phone : (0832) 2594573, 2594575, 2594583 Email : xen.f.mptgoa@gmail.com
Website	www.mptgoa.gov.in

कार्यकारी अभियंता (यां)
EXECUTIVE. ENGINEER (M)
एक्सईएन(एफ) अनुभाग
XEN (F) SECTION

Sub: "Non Comprehensive Maintenance Contract (NCMC) of the DG sets at Mormugao Port Authority (MPA), for a period of two years."

विषय: "मुरगांव पत्तन प्राधिकरण (एमपीए) में डीजी सेटों का दो वर्ष की अवधि के लिए गैर-व्यापक रखरखाव अनुबंध (एनसीएमसी)।"

Ref: Budgetary offer No. CME/XEN(F)/F-26/2024/1A

Mormugao Port Authority (MPA) intends to carry out Non Comprehensive Maintenance Contract (NCMC) of the DG sets at Mormugao Port Authority, for a period of two years.

As such, it is requested to kindly furnish budgetary offer for the same. The Scope of Work (Mechanical & Electrical), Terms & Conditions, and the Price Schedule, are enclosed at ANNEXURE-I, II, III, IV & V.

Your budgetary offer should reach to this office on or before **30/12/2024 at 15:00 Hrs.**

Thanking you

Yours sincerely,

कार्यकारी अभियंता (यां)

EXECUTIVE. ENGINEER (M)

एक्सईएन (एफ) अनुभाग

XEN (F) SECTION

ANNEXURE-I

List of Diesel Generator (DG) sets at Mormugao Port Authority (MPA) for Non Comprehensive Maintenance Contract (NCMC) for a period of two years

S. No.	DG set Details	Year of Manufacture	Location of DG Set	Frequency of visit
1.	Caterpillar 500 kVA Engine S. No.: 5AG00691, HPL No. 81531504, Engine Model: 3412 DITA	1996	AO Bldg., MPA	Bi-monthly
2.	Cummins 125 kVA Engine S. No.: P84333537, Engine Model: 6BTAA5.9-G13	2016	AO Bldg., MPA	Bi-monthly
3.	Greaves 320 kVA Engine S. No.: 33051250449, Engine Model: TBD2V12	1997	Near Substation-'A', MPA	Bi-monthly
4.	Greaves 300 kVA Engine S. No.: 33051220644, Engine Model: TBD2V12	1997	Near Substation-'A', MPA	Bi-monthly
5.	Greaves 160 kVA Engine S. No.: 13150650268, Engine Model: TBD2V6 MK-I	2003	Near new Toll Plaza, MPA	Bi-monthly
6.	Greaves 320 kVA Engine S. No.: 33251230017, Engine Model: TBD 2V12MK-II	2003	MPA Hospital	Monthly
7.	Cummins 125 kVA Engine S. No.: P84333733, Engine Model: 6BTAA5.9-G13	2016	Cruise Terminal	Bi-monthly

- **Scope of work (Mechanical) at ANNEXURE-II**
- **Scope of work (Electrical) at ANNEXURE-III**
- **Terms and conditions at ANNEXURE-IV**

ANNEXURE-II

SCOPE OF WORK (MECHANICAL):

During each visit under this Non Comprehensive Maintenance Contract (NCCM), the following works shall be carried out by the contractor, according to the working of the DG sets and provide the Mechanical and Electrical Service Report separately, for every visit:

1. Check and maintain proper oil level in the DG set.
2. Check and maintain cleanliness of the DG set.
3. Check for any type of leakage & rectify.
4. Check the condition of the fuel, lube oil, air filter, water separator, etc., and replace if necessary following the recommended procedure, with the approval of the concerned Port official.
5. Check and clean radiator with chemical, if necessary, following the recommended procedure, with the approval of the concerned Port official.
6. Check and maintain proper coolant level.
7. Check the belt tension and adjust if necessary following the recommended procedure.
8. Check the condition of the 'V'-belts and replace if necessary, following the recommended procedure, with the approval of the concerned Port official.
9. Check all the hoses and clamps and tighten, if necessary.
10. Check the condition of hoses and clamps and replace, if necessary, following the recommended procedure, with the approval of the concerned Port official.
11. Check and tighten all the external fasteners, if necessary.
12. Check and adjust tappet clearance as required.
13. Check and tighten engine bearer cap screws.
14. Check and record engine performance parameters.
15. Check EPU for proper functioning.
16. Drain the lube oil from the sump as per the recommendation in the Operation/Maintenance manual.
17. Refill the sump with fresh lube oil and prime the lubricating system, if required.
18. Carry out any other Scheduled/Preventive maintenance as per Maintenance checklist and condition of the engine.
19. Collect the drained/used oil in proper storage containers avoiding spillage and hand over the same to the Port.
20. Ensure cleanliness of the DG set location after completion of the work and dispose the used material/waste at appropriate place, during the NCCM visit.

ANNEXURE-III

SCOPE OF WORK (ELECTRICAL):

1. Attending Electrical related maintenance/servicing/repairs/breakdowns of DG sets at site. Work includes identification of the problem, repairing/replacement of the defective parts/ items, successful trial run of the equipment. This includes, repairs of starters, charging alternators, solenoid, engine wiring, OEM engine controller, engine safety devices.
2. Maintenance/replacement of batteries, re-filling of distilled water. Checking, cleaning & repairing of battery terminals if required.
3. Preventive maintenance of batteries, starters & charging alternator as per OEM standards. Service Engineers shall visit all the DG sets & carryout necessary preventive maintenance work, as per the schedule.
4. Removing, repairs, reinstallation and commissioning of starter/ charging alternator is in the scope of the contractor.
5. In case of breakdown notice (verbal or written or digital messaging) w. r. t. any of the DG sets, contractor shall attend the same immediately/within 24 hrs from the time of call/notice from the EIC or their representative depending on the urgency of works.
6. Tools & tackles required for repair works is in the scope of the contractor.

Exclusions:

1. All the spares required for rectification of DG sets is in the scope of MPA.
2. Supply of solenoid & engine controller of the DG set, is in the scope of MPA.
3. The batteries & distilled water will be supplied by the Port.
4. Maintenance & repairing of main alternator, terminations & AVR will be carried out by the Port.

ANNEXURE-IV

TERMS AND CONDITIONS:

1. The service engineer shall visit every month (monthly) for Greaves make engine DG set installed at MPA hospital for a period of 2 years consisting of 24 visits (i. e., 12 visits per year). For the other 6 Nos. DG sets installed at other locations of MPA, the service engineer shall visit every 2 months (Bi-monthly) for a period of 2 years consisting of 12 visits (i. e., 6 visits per year). The rate quoted per visit shall be exclusive of GST.
2. During Non-Comprehensive Maintenance Contract (NMC) period, any breakdowns/repairs/spares replacement taking more than one day, shall be attended by the contractor without any additional cost to the Port. The work shall be carried out by the contractor by deploying the necessary manpower. The tools, special tools, tackles, etc., required for the work, shall be the responsibility of the contractor, without any liability to the Port.
3. The minor spares required during NMC, shall be arranged and replaced by the contractor, with approval of the Engineer-in-charge (EIC) or their representative, and complete the work in order to restore the DG set for operation as early as possible. In such cases, the cost towards the spares shall be reimbursed by the Port on submission of the bill/invoice.
4. During the NMC period, major maintenance/breakdown works involving procurement and replacement of spares, shall be carried out by the contractor with the approval of the EIC or their representative, and complete the work in order to restore the DG set for operation as early as possible. The cost towards the spares shall be reimbursed by the Port on submission of bill/invoice towards the same. The replaced old spares to be handed over to the Port.
5. The consumables/lubricants shall be provided by the Port. However, if the Port is not able to provide, the same shall be arranged by the contractor with approval of the EIC or their representative. The cost towards the consumables shall be reimbursed by the Port on submission of bill/invoice towards the same.
6. After each maintenance visit, the invoice, along with the EPF & ESIC challans, and service reports (Mechanical & Electrical separately) duly signed and stamped, shall be submitted in duplicate to the office of the EIC.
7. Work Experience: The contractor shall possess sufficient experience in carrying out maintenance of DG sets of not less than 100 kVA capacity. The necessary supporting documents/work orders towards the work experience shall be submitted by the contractor along with the bid.
8. The contractor shall have registered office in the state of Goa, India. A representative of the contractor shall be available as a single point contact for port officials for issues related to the NCM contract. Necessary documentary proof of contractor's office in the state of Goa, shall be enclosed along with the bid. In case the bidder doesn't have an office at Goa, an undertaking stating that, they will establish an office in the state of Goa on award of contract, shall be submitted along with the bid, failing which the bid shall not be considered for evaluation. Further, if the contractor does not

operate/establish the office in the state of Goa, after award of the contract as stated above, the contract is liable to be terminated.

9. In case of breakdown notice (verbal or written or digital messaging) w. r. t. any of the DG sets), the contractor shall attend the same immediately/within 24 hrs from the time of call/notice from the EIC or their representative depending on the urgency of work(s)/breakdown(s).
10. The NCMC visits shall be scheduled by the contractor in consultation with the EIC or their representative.
11. The maintenance works during the scheduled NCMC visit(s) taking more than one day shall be considered as one visit and no extra charges shall be applicable/paid.
12. The contractor **shall not sub-let the contract or any part thereof.**
13. The representatives attending maintenance shall wear all the Personal Protective Equipment (PPE) and take all the necessary safety precautions as well as environment protection measures, while carrying out the maintenance or related works of the DG sets.
14. The contractor shall obtain the necessary harbour entry permits/gate entry passes for their manpower, on chargeable basis as per the applicable scale of rates (SOR).
15. Mormugao Port Authority will not be liable for any altercation/accident involving contractor's staff during the contract period.
16. The contractor shall be solely responsible for any damage to the Port property involving the contractor's staff or equipments, operated/driven by their staff.
17. The Mormugao Port Authority being a protected industry, the manpower deployed by the contractor for this service contract shall not indulge in any illegal/anti-social/anti-national activities.
18. The contractor shall ensure that all safety and security regulations of Mormugao Port Authority are adhered to.
19. The contractor shall not give, barter or otherwise dispose, to any person or persons any arms or ammunition of any kind or permit or offer the same as aforesaid.
20. In case Government imposes any additional levies or taxes on this service during the contract period, the same shall be reimbursed only on production of documentary evidence.
21. The information provided in the tender document is for reference purposes. However, the bidder shall inspect the site and ascertain about the quantum and nature of the work, before quoting.
22. The decision of the EIC shall be final and binding on the contractor, in any matter arising out of the subject NCMC.
23. MPA reserves the right to early terminate/pre-close the contract at any time, by giving an advance notice of one month (30 days) in writing without assigning any reason thereto. The contractor shall not be entitled for any compensation by reason of such termination.

EXECUTIVE ENGINEER (M)

XEN (F) SECTION

ENGG. MECH. DEPT., MPA

ANNEXURE-V**PRICE SCHEDULE**

Name of the Work: 'Non Comprehensive Maintenance Contract (NCMC) of DG sets at Mormugao Port Authority, Goa, for a period of two years'.

Name of the Firm/Company:				
SCHEDULE OF PRICES AND QUANTITIES [RATES ARE TO BE GIVEN IN RUPEES (INR) ONLY]				
S. No.	Description	Rate/ Visit (Rs.)	No. of Visits	Total Amount (Rs.)
1	2	3	4	5 (3 × 4)
1	Bimonthly visit service charges for Non Comprehensive Maintenance Contract (NCMC) of 'Caterpillar' make 500 kVA DG set at 'Saarasi' A. O. Bldg., MPA, as per the scope of work and Terms & Conditions at ANNEXURE-I, II, III & IV.		12	
2	Bimonthly visit service charges for NCMC of 'Cummins' make 125 kVA DG set at 'Saarasi' A. O. Bldg., MPA, as per the scope of work and Terms & Conditions at ANNEXURE-I, II, III & IV.		12	
3	Bimonthly visit service charges for NCMC of 'Greaves' make 320 kVA DG set near Substation-'A', MPA, as per the scope of work and Terms & Conditions at ANNEXURE-I, II, III & IV.		12	
4	Bimonthly visit service charges for NCMC of 'Greaves' make 300 kVA DG set near Substation-'A', MPA, as per the scope of work and Terms & Conditions at ANNEXURE-I, II, III & IV.		12	
5	Bimonthly visit service charges for NCMC of 'Greaves' make 160 kVA DG set near new Toll Plaza, MPA, as per the scope of work and Terms & Conditions at ANNEXURE-I, II, III & IV.		12	
6	Monthly visit service charges for NCMC of 'Greaves' make 320 kVA DG set at MPA Hospital, as per the scope of work and Terms & Conditions at ANNEXURE-I, II, III & IV.		24	
7	Bimonthly visit service charges for NCMC of 'Cummins' make 125 kVA DG set at 'Cruise Terminal', MPA, as per the scope of work and Terms & Conditions at ANNEXURE-I, II, III & IV.		12	
GRAND TOTAL (1+2+3+4+5+6+7)				

NOTE:

1. The rates quoted for the subject work shall be inclusive of ESI, PF, and all other necessary taxes/charges/fees, excluding GST.
2. The Price bid evaluation shall be done on the total quoted rate (S. No. 1 to 7).
3. The GST shall be paid extra at actuals.
4. The bidder shall quote for all the items from S. No. 1 to 7, to be considered for evaluation. Incomplete/part price bid shall be summarily rejected and not considered for evaluation.

Date:**Signature:****Place:****Name:****Address:****Office Seal of firm:**