<table>
<thead>
<tr>
<th><strong>NAME OF WORK</strong></th>
<th>Service Maintenance of Various Diesel Generator installed at various locations in Central Zone for 5 years.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Validity Period :</strong></td>
<td>120 Days</td>
</tr>
<tr>
<td><strong>Agency Category :</strong></td>
<td>Experience</td>
</tr>
</tbody>
</table>

**Required Documents**

1. **GST Registration**

**ISSUING AUTHORITY**
Executive Engineer, Central Zone, Surat.

**ISSUING OFFICE**
New Admin Building, Central Zone, Mugalisarai, Surat - 395003

**INVITING AUTHORITY**
Executive Engineer, Central Zone, Surat.

**Submission Date TILL :**
20/01/2022 UPTO 18:00 P.M.

**SUBMITTED To,**
EXECUTIVE ENGINEER,
NEW ADMIN BUILDING, CENTRAL ZONE,
MUGALISARAI,
SURAT - 395003

**GST Clause for Construction/ Erection/ Commissioning/ Installation/ Repairs/ Maintenance/ Renovation/ Fabrication of Structure including Building (Means All Works Contract/ Turn Key Project/ Supply of Material/ Goods)**

GST (Goods and service tax has come into existence from 1st July, 2017. Contractor/ Successful Bidder is bound to pay any amount of GST prescribed by the govt. of India as per the terms of contract agreed upon during the course of execution of this contract.

During the course of execution of contract, if there is any change in rate if GST (Goods and Service Tax) by the Government, the same shall be reimbursed/ recovered separately by SMC. subject to the submission of original receipt/proof for the amounts actually remitted by the contractor/ successful Bidderer to the competent Authority along with a certificate from Chartered Accountant of contractor/ successful Bidderer certifying that the amount of GST paid to the government and the same shall be intimated/ submitted/ claimed within 30 (Thirty) days from the date of payment. Remittance of GST within stipulated period shall be the sole responsibility of the successful contractor/ Bidder, failing which SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the contractor/ successful Bidder in this regard. Further, the non-payment of GST to the government may lead to the termination of contract.

If imposition of any other new taxes/ Duties/ levies/ Cess or any other incidentals etc. or any increase in the existing taxes/ Duties/ Levies/ Cess or any other incidentals etc. (Excluding GST) are imposed during the course of the contract, the same shall be borne by the successful contractor/Bidder only; in no case SMC shall be liable for the same.

**SIGNATURE OF ISSUING AUTHORITY**

s/d
EXECUTIVE ENGINEER
CENTRAL ZONE
SURAT MUNICIPAL CORPORATION
CZ/Tech./No. : 5320/2

To,

...............................................
...............................................
...............................................
...............................................
...............................................

Dtd. : 12/01/2022

Sub: - Service Maintenance of Various Diesel Generators installed at various locations in Central Zone for 5 years.

Dear Sir,

Surat Municipal Corporation Central Zone is inviting quotation for the work of Service Maintenance of Various Diesel Generator installed at various locations in Central Zone for 5 years as mentioned Terms & Condition.

Therefore you are requested to send your offer in given format to “Executive Engineer, Central Zone, Surat Municipal Corporation, Surat” in a sealed cover, with mentioned subject & last date of receiving. So as to reach in the office of under signed on or before 20/01/2022.

Please note that the sealed cover shall be super scribed with the name of Quotation for Service Maintenance of Various Diesel Generators installed at various locations in Central Zone.

The terms & conditions for this offer are as follow, failing which the quotation shall be rejected out rightly.

s/d

Executive Engineer
Central Zone
Surat Municipal Corporation

Encl: - (1). Terms & Condition
(2). Offer Schedule
### Terms/ Conditions of Quotation

| * | All Taxes/ Duties, Transportation, GST, levies, duties, transportation and labour charges etc. : - | Included |
| * | Validity of Quotation : - | 120 Days |
| * | Payment condition : - | 100% Payment shall be made within 30 days after work completion and submission of invoice. |
| * | Note :- | 1. The work must be carried out to the satisfaction of the Engineer in charge. 2. The successful Contractor shall also be required to enter into contract agreement along with undertaking and local surety on Gujarat Stamp Paper purchased from Surat worth Rs. 300.00 for Each (To be brought by the contractor) on getting the order. |

### SCOPE OF WORK

- Maintenance and repairing work includes General breakdown and 4 Visit per year for Routine Maintenance of Diesel Generator.
- Breakdown Maintenance must be attended within one hour after intimation from this office.
- Routine Maintenance must be carried out at every 3 Month.
- Report for Routine and Breakdown Maintenance must be submitted to this office.
- The routine Maintenance include checking working condition of Diesel Engine, Overhauling, Checking Engine Fuel and Exhaust system, Oil Replacement at every 1 year or 500 hours whichever completed first, Air Filter and V- Belt must be replaced at every 1000 Hous or as per condition.
- If any other material except Oil Replacement and Air Filter, V Belt if required must be supplied at the Rate of Kirloskar Price List without Labour charges. Separate Work order will be given for this Extra Items if required.
- Checking of earth resistance of Earth Pit for generator.
- The contractor shall be responsible for safety on site during the works. All the necessary personal protective safety equipments, material for the staff shall be bought by the contractor.
- The Corporation will not be responsible for any accident/injury to the staff of the contractor. Further the Corporation will not provide any insurance or medical facility to the staff of contractor. It is contractor’s responsibility to take insurance of his employees, medical facility work compensation etc. as per workman compensation act and all other relevant laws.
- The service contract will be for 05(Five) years.
- SMC may terminate the contract at any point of time during contract period if it is not required.

1) **Penalty Criteria:**

Contractor is expected to perform in the best engineering practice manner such that user department feel satisfaction of the services obtained. However in case of failure of such thing shall be lead to attraction of penalty. Following cause/incidence shall attract penalty:

1. If breakdown call not attended within 1 hour from intimation, a penalty of Rs.200/- per Hour shall be levied.
2. If it is found that contractor is using / has not used material/part Original product of...
manufacturer /Other than specified elsewhere in Contractor, Contractor shall replace that material/part on intimation by SMC. If not, the material will be replaced by corporation and the cost of replaced part plus a penalty of Rs.2000/- per incidence will be charged from the bill of the contractor.

3. If routine maintenance of all the machines is not carried out as per schedule, then SMC shall carry out the work at risk & cost of contractor, and expense incurred for completing the work plus penalty of Rs.1000/- shall be levied for a bill period.

2. TIME LIMIT / WORK COMPLETION PERIOD
   • Time limit for the AMC will be 5 years from the date of Work Order issued.

3. Experience Required: -
   The contractor shall have an experience in similar works i.e Maintainace & service of Diesel Generator.

4. PRICES AND PAYMENTS: -
   • All rates should be quoted including GST in separate sealed cover along with technical bid.
   • The tenderer must understand clearly that the prices quoted are for the total works i.e. Annual Maintenance and include all costs due to labour, supervisions, transportation, loading unloading watch and ward etc. including GST. No claim for additional payment beyond the prices quoted will be entertained and the tenderer will not be entitled subsequently to make any claim on any ground.

5. SECURITY DEPOSIT/AGREEMENT/STAMP DUTY:
   • The successful Contractor shall be required to deposit an amount equal to 2% of the total order value as Security Deposit in Municipal Treasury in Cash/ by Demand Draft within 15 (Fifteen) days of order failing which penalty @ 0.065% of the Security Amount per day of delay shall be charged.
   • The successful contractor shall also be required to enter into contract agreement along with undertaking and local surety on Gujarat Stamp Paper purchased from Surat worth Rs.900.00 (i.e. 300.00 + 300.00 + 300.00 for each) (to be brought from Surat by the contractor) on getting the order. However, the stamp duty at prevailing rate shall be applicable if revised by Government.

6. TERMS OF PAYMENTS: -
   • No payment shall be made in advance
   • Running bill will be paid quarterly.
   • Retention money 7% will be deducted from each Running Bill. It shall be released in final bill.
   • Final Bill shall be released after completion of Contract period.

7. Other Terms and Conditions:
   • After bidding process, any deviation in quoted rate, terms and condition shall not be entertained later.
   • Rates must be filled in this quotation paper only and returned duly sealed & signed.
   • Corporation reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
   • SMC will not pay any transportation charges and also not provide any type of assistance which carrying out above mention work.
   • Site visit should be done and necessary technical specification/information should be collected before quoting the rates. No dispute at later date shall be entertained. The bidder can do site visit from 10.30 to 18.10 hrs. During working days.
   • The offer shall be reached in a sealed cover to “Executive Engineer, Central Zone, Surat
Municipal Corporation, New Admin Building, Mugalsarai, Surat - 395 003”.

- SMC reserves its right to accept or reject any quotation without giving any reason. SMC reserves its right to reject lowest Bidder.
- The rates quoted shall remain in force for full period of contract.
- Corporation will not issue any ‘C’ or ‘D’ form.
- The Contractor shall comply with the provisions of the contract and with due care and diligence execute and maintain the works and provide all labour and materials and tools for Maintenance works.
- If, the corporation considers that the performance of the contractor is unsatisfactory or, not up to the expected standard, the corporation shall, notify the contractor in writing and specify in detail the cause of dissatisfaction. The corporation shall have the option to terminate this contract if, the contractor fails to comply with the requisition contained in the said written notice issued by the corporation to the contractor within 15 (Fifteen) days of the receipt thereof. Competent authority may decide, in case of unsatisfactory performance, to terminate this contract and to black list & to disallow this contractor in future tendering in SMC forfeiting the security deposit furnished towards the performance guarantee.
- Notwithstanding anything contained herein, the corporation may, at its sole discretion terminate this contract by giving to the contractor 90 (ninety) days written notice to that effect without assigning any reason whatsoever. Also, if contractor wants to leave contract, he has to give minimum three months notice to corporation. However, all financial liabilities remain to be settled before termination. The decision of the Municipal Commissioner will be final & binding to the contractor.
- All works under the contract shall be executed under the directions and subject to the approval in all respects of the SMC which shall for time to time direct at what point(s) and in what manner the works to commence, and carried on.
- Site visit should be done and necessary technical specification/information should be collected before quoting the rates. No dispute at later date shall be entertained. The bidder can do site visit from 10.30 to 18.10 hrs. During working days.
- These Generators are installed at important Emergency Services of ICU & Emergency department of Maskati Hospital and Muglisure Server Room of SMC.
- The name of work i.e. “Quotation for Service Maintenance of Various Diesel Generators installed at various locations in Central Zone.” must be mentioned on the envelope without which quotation is likely to be rejected, which must be noted.

s/d
Executive Engineer
Central Zone
Surat Municipal Corporation

* SIGNATURE & SEAL OF CONTRACTOR *
**SURAT MUNICIPAL CORPORATION**

**OFFER SCHEDULE**

**Name of Work:** - Quotation for Service Maintenance of Various Diesel Generators installed at various locations in Central Zone.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Location</th>
<th>Capacity of Generator</th>
<th>Make</th>
<th>Qty.</th>
<th>Unit</th>
<th>Rate/Unit/1 Year</th>
<th>Total Amount in Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Muglisure Server Room New Annexi Building</td>
<td>100 KVA</td>
<td>Kirloskar</td>
<td>1</td>
<td>Nos.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>New ICU Ward Muskati Hospital</td>
<td>82.5 KVA</td>
<td>Kirloskar</td>
<td>1</td>
<td>Nos.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Maskati Old Building</td>
<td>62.5 KVA</td>
<td>Kirloskar</td>
<td>1</td>
<td>Nos.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Maskati New Building</td>
<td>72.5 KVA</td>
<td>Kirloskar</td>
<td>1</td>
<td>Nos.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Lakhpati Hospital</td>
<td>45 KVA</td>
<td>Kirloskar</td>
<td>1</td>
<td>Nos.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(A) Total Amount for 1 Year AMC Rs.  

B (Ax5) = Total Amount For 5 Year AMC Rs.

* SIGNATURE & SEAL OF CONTRACTOR *

s/d  
Executive Engineer  
Central Zone  
Surat Municipal Corporation