



Kolkata Port Trust

Hydraulic Study Department
20, Garden Reach Road, Kolkata – 700 043
Phone – 24093031/3032, Fax: - +91-33-2409-3036

No. Hyd/8156.II/ 776

Dated : 04.12.2019

M/s Electrical Equipment
1/A Lake Temple Road
Kolkata-700029

Sir,

Sub: Operation and maintenance of five (5) nos. Diesel Generator Sets at Sagar and Frasergunj VTMS stations along with other ancillary works.

Ref: NIT No. Hyd/8156.II/610 dated 18.09.2019, your online offer on CPP portal of Govt. of India www.eprocure.gov.in vide Ref. KoPT-HSD/Qtn/19-20 dated 18.10.2019, and other related documents/ papers etc.

Your offer for the following works has been accepted for a period of two years (24 Months) with effect from 01.12.2019 at a total monthly fixed cost of Rs. 1,04,900/- (Rupees One Lakh Four Thousand Nine Hundred) only plus GST as applicable. In case of replacement of components, spares, replacement of materials, accessories, machining, rewinding, calibration, etc with regard to repairing and maintenance of generator sets, lights with fitting and fixtures etc , payment will be made as per actual cost plus 20% handling charges plus GST thereon. The bills on this account are to be authenticated along with Voucher/ challan by your authorised representative and thereafter submit the same to the concerned station in-charge. The supply of the spares or any other materials (electrical, mechanical items etc) in totality has to be arranged by you in appropriate time. For any failure on this part, the contractor will be held responsible.

The works to be undertaken by the contractor is stated below:

1. At Frasergunj VTMS station, operation & maintenance of following:

- i. 35KVA Air cooled Kirlosker Generator set – 1 no
- ii. 20 KVA Air cooled Kirlosker Generator set – 1 no
- iii. Lighting with fixtures /fittings of the Campus, Radar Tower, Tower Cabin room and building.
- iv. Misc electrical equipment such as fan, bulbs, switches, distribution panel etc.
- v. To provide operational assistance for the equipments installed in tower, tower Cabin, building.

- vi. Bi-monthly joint Field Service Report to be carried out for each generator set as per given parameters and to be submitted duly signed by the firm representative and KoPT representative.
2. At Sagar VTMS, operation & maintenance of following:
- 35 KVA Air cooled Kirlosker Generator set – 2 no
 - 20 KVA Air cooled Kirlosker Generator set – 1 no
 - Lighting with fixtures / fittings of the Campus, Radar Tower, Tower Cabin room and building.
 - Misc electrical equipment such as fan, bulbs, switches, distribution panel etc.
 - To provide operational assistance for the equipments installed in tower, tower Cabin, building.
 - Bi-monthly joint Field Service Report to be carried out for each generator set as per given parameters is to be submitted duly signed by the firm representative and KoPT representative.

The cost breakup of total monthly 'Fixed Cost' is given below:

1. **For Frasergunj VTM Station**

- Monthly fixed charges for operation and regular comprehensive maintenance of the Generator sets (1 no. 35 KVA & 1 no. 20 KVA) with all accessories (mechanical and electrical) in satisfactory manner including routine day to day maintenance, attending break down/ repairs, if any, : Rs. 44,400/- (Rupees Forty Four Thousand Four Hundred) only per month plus GST as applicable.
- Monthly fixed charges for operations and comprehensive maintenance of the lights with fittings and fixtures on VTMS tower, tower cabin, campus and building : Rs. 8,000/- (Rupees Eight Thousand) only plus GST as applicable.

2. **For Sagar VTM Station**

- Monthly fixed charges for operation and regular comprehensive maintenance of the Generator sets (2 no. 35 KVA & 1 no. 20 KVA) with all accessories (mechanical and electrical) in satisfactory manner including routine day to day maintenance, attending break down/ repairs, if any, : Rs. 43,500/- (Rupees Forty Three Thousand Five Hundred) only per month plus GST as applicable.
- Monthly fixed charges for operations and comprehensive maintenance of the lights with fittings and fixtures on VTMS tower, tower cabin, campus and building: Rs. 9,000/- (Rupees Nine Thousand) only plus GST as applicable.

3. **Terms of payment:**

On account payment will be made on monthly basis after satisfactory completion of the work. The Bill in Quadruplicate is to be submitted to the office of the Chief Hydraulic

Engineer, Hydraulic Study Department, Kolkata Port Trust, 20, Garden Reach Road, Kolkata-700 043 giving details of Bank Particulars for payment viz. (i) name of bank (ii) branch name (iii) branch code, (iv) designated account number etc require for on account payment.

Security deposit @ 10% will be deducted from every bill of every month and it will be released at the end of satisfactory completion of contract period of 24 months without any interest.

The work involves the following:

- i) Running of the Generator Sets round the clock i.e. 24 hrs every day including Sundays and Holidays as and when required.
- ii) Ko.P.T will supply Diesel oil and Lubricant.
- iii) Preventive day-to-day routine maintenance of lights on Radar tower, cabin room, VTM station campus and the Generator sets along with all accessories and electricals on a regular basis are to be done including renewal of all leaking joints, oiling, greasing of all necessary parts and any other maintenance work as deemed necessary from time to time for such Generator sets.
- iv) It will be necessary to climb up VTMS tower as well as in the cabin room for monitoring, maintenance of electrical works etc as and when required or as instructed by the office-in-charge/ station in-charge of the respective VTMS stations. Accordingly appropriate manning must be made with technical knowhow under necessary insurance coverage for such job. The work is to be under taken at the risk and responsibility of the contractor.
- v) Replacement of unworkable/ defective parts/components mechanical/electrical/lamps/choke etc shall be supplied by you and bills should be submitted for the same plus 20% handling charges of each such parts/components mechanical/electrical/lamps/choke/ cable etc for payment duly certified by the office in-charge/ station in-charge of the respective VTM stations.
- vi) Replacement is to be made within seven days of fault detection otherwise monthly payment will be withheld and KoPT's decision in this regards will be final. Under no circumstance there will be no disruption of supply of electrical power whatsoever.
- vii) The work has to taken up in consultation with Executive Engineer (Shri S. Yadav) of this Department. In case of any clarification you may contact Shri Yadav.
- viii) The operator of the D.G. Sets should have valid licence, if required, for operating the specified (35KVA/ 20KVA) D.G. Sets. It is also required to have knowledge of electrical work to rectify the defects of electrical connections etc as deemed necessary.
- ix) In case of absence of staff, arrangements for the replacement for the absentees will be required to be made without any time gap. Suspension of operation due to negligence and absence of the personnel will attract compensation @ 1% of the total monthly amount (on fixed cost) per day subject to a maximum of 10% of the monthly contract value (on the fixed cost).
- x) The Contractor will also be liable for proper upkeep of the Generator rooms including all the Generator Sets, fittings, appurtenance etc.
- xi) The unworkable/ defective parts/ components (mechanical/electrical) etc should be returned to the respective Office in-charge/ Station in-charge, after replacement of spare.
- xii) In any repair/breakdown, the Generator Set is to be put back to commissioning on an urgent basis to avoid any disruption of operation of the system.
- xiii) The bills are to be submitted to the office of Chief Hydraulic Engineer, Hydraulic Study

Department for payment in quadruplicate along with necessary documents duly certified by the respective Station-in-charge/ Officer in-charge for payment along with the challan with endorsement of receipt by the station in-charge / Officer in-charge for the spares/ replacement items, if any.

- xiv) All terms and conditions of the NIT are required to be complied.
xv) The contract either in full or in part i.e. Sagar VTM Station/ Frasergunj VTM Station can be terminated by giving one month's notice.

An agreement is to be executed on non judicial stamp paper of appropriate value within 15 days from acceptance of the Work Order. The cost of stamping Agreement is to be borne by the contractor.

This may please be treated as formal WORK ORDER. You are requested to return one set of the work order duly signed and stamped in all pages as a mark of acceptance.

Yours faithfully,

(D. Guha)
Chief Hydraulic Engineer

Copy forwarded for information please :-

The Commissioner of Income Tax (TDS), 10-B Middleton Row, Kolkata-700 071

The Commercial Tax Commissioner, Sale Tax Building, 14, Beliaghata Road,
Kolkata-700 015

The Chief Vigilance Officer (Attn: Vigilance Officer)

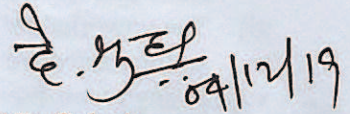
The F.A & C.A.O (Attn: Sr. AO (Booking) –This has reference to the financial concurrence accorded vide Regd. No. B-2061 dated 22.11.2019 and sanctioned vide No. CHE/S/DD(EL)/12/19-20 dated 29.11.2019

DCHE-I / DCHE-II — for information and necessary action please.

Sr. DD (EDP) — for publication of the tabular relevant information in the KoPT website please. The softcopy is being e-mailed to hock@kolkataporttrust.gov.in.

DD-VI/ Shri S. Yadav, E.E, — for record and necessary action please.

Accounts Cell, HSD.


(D. Guha)
Chief Hydraulic Engineer