



KOLKATA PORT TRUST / कोलकाता पतन न्यास

Hydraulic Study Department / तोयालिकी अध्ययन विभाग

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No./पत्र क्रमांक: एच वाई डी (Hyd)/8156.III / 37

Date/तारीख: 29-05-2020

M/s Electrical Equipment,
1/A Lake Temple Road,
Kolkata -700 029

Sirs,

Sub: Operation and maintenance of Diesel Generator Set at Haldia VTMS station, as and when required, including supply of diesel oil, lubricant, spares etc. (comprehensive) along with other the ancillary works for a period of 2 (two) years.

Ref: Our NIT No. Hyd/ 8156.II/69 dated 17-02-2020 &
Your e-offer No. KoPT- HSD/Qtn/19-20 dated 10-03-2020

Your offer in response to our NIT under reference for the subject work has been accept for a period of for a period of 24 (twenty four) months with effect from 01-06-2020 at the following rate plus GST as applicable.

- Monthly fixed charge for operation and regular comprehensive maintenance of the Generator set will all accessories (Mechanical and Electrical) in a satisfactory manner including routine day to day maintenance, attending break down / repairing, if any, at a rate of Rs. 56,950/- (Rupees Fifty Six Thousand Nine Hundred Fifty) only per month.
- Cost of Fuel, Lubricant etc. all inclusive for per hour run or part thereof of the Generator Set will be reimbursed @ Rs. 410/- (Rupees Four Hundred Ten) only.
- Payment for spares for maintenance etc. on requirement will be paid as per actual +20% handling charge. Supply of spares for repairing and maintenance of the Generator set is the responsibility of contractor during the contractual period of two years.

The work involves the following:-

- Running of the Generator set (20 KVA) of Model HA-394-I round the clock i.e. 24 hrs. Every day including Sundays, Holidays etc. or as and when required.
- The diesel oil, lubricant etc. is to be supplied by you for smooth running of the Generator set.
- Preventive day-to-day / routine maintenance of the Generator set along with all accessories and electrical parts on a regular basis are to be done including replacement / repairing of all leaking joints, oiling, greasing of all necessary parts and any other

- maintenance work as deem necessary from time to time of this Generator set.
- d) The operator of the D.G. set should have valid license, if required, for operating the specified D.G. set. It is also required to have knowledge of electrical works to rectify the defects of electrical connections etc. as deemed necessary.
 - e) In case of absence of staff, arrangements for the replacement of 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 for the damage @ ½% of the total amount per day subject to a maximum of 10% or as the case may be.
 - f) The contractor will also remain liable for proper upkeep of the generator space including the generator set, fitting, fixtures, appurtenance etc.
 - g) In case of replacement of components, spares, replacement of materials accessories, rewinding, machining, calibration all outside workshop work etc for repairing and maintenance of 20 KVA Generator, the contractor has to submit the authenticated documents for the same in support of price for re-imbusement. The payment will be made as per actual cost plus 20% handling charges thereon, if any, on certification from Officer-in-charge.
 - h) In any repair / breakdown, the Generator set is to be put back to commissioning on an urgent basis to avoid any disruption of the system. The maintenance/ repairing/ programme of the Generator set, is to be schedule in consultation with officer-in-charge of Haldia VTMS station.
 - ï) The unworkable / defective parts / components (mechanical / electrical) etc. should be returned to the Officer-in-charge, after replacement of component(s) of the Generator set.
 - j) The bills in quadruplicate duly certified by Officer-in-charge are to be submitted to the office of the Chief Hydraulic Engineer, Hydraulic Study Department for payment along with the bills / challan for the spares / replacements items, if any, with endorsement of receipt by the Officer-in-charge.
 - k) The security deposit @ 10% from every bill of every month on the fixed monthly charge i.e. 10% of Rs. 56,950/- (Rupees Fifty Six Thousand Nine Hundred Fifty) only per month will be deducted, which will be refunded at the end of contract period without any interest.
 - l) In case of any clarification, you may get in touch with Shri S. Yadav, Executive Engineer, Hydraulic Study Department, who will act as Nodal Officer.
 - m) GCC of KoPT will be applicable and binding to this contract.
 - n) You are required to enter into a formal agreement with KoPT within 15 (fifteen) days from the date of acceptance of work order, on a non-judicial stamp paper of appropriate value. The cost of stamping agreement is to be borne by you.

This may please be treated as formal Work Order and you are requested to return one set of the same duly signed and stamped in all pages of instant work order as a mark of acceptance.

Yours faithfully

डी गुहा
(D.Guha)

मुख्य तोयालिकी अभियंता
Chief Hydraulic Engineer

Copy forwarded for information to:

The commissioner of Income Tax (TDS), 10 B, Middleton Row, Kolkata-700071.

The Commissioner of Commercial Taxes, Sales Tax building, 14 Beliaghata Road, Kolkata – 700 015.

The Chief Vigilance Officer (Attn: Vigilance Officer) — for information please.

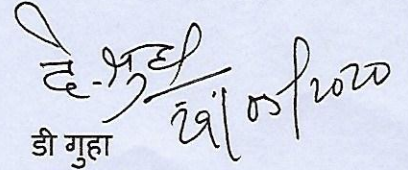
The F.A. & C.A.O. [Attn: S.A.O, (C)] — This has reference to the concurrence vide Regn. No. Log/2198, dated 21-01-2020.

Sr. DD (EDP) – for information please. Soft copy is being sent to HOCC for hoisting on KoPT website, please.

D.D.–IV for information please.

E.E (Sri Yadav) for necessary action please.

Accounts Cell, HSD for necessary action.



डी गुहा
(D.Guha)

मुख्य तोयालिकी अभियंता
Chief Hydraulic Engineer