



श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता
Syama Prasad Mookerjee Port, Kolkata
हल्दिया गोदी परिसर
HALDIA DOCK COMPLEX



संयंत्र और उपकरण (पी एंड ई) प्रभाग,
संचालन प्रशासनिक भवन, प्रथम तल,
चिरंजीबपुर, पीओ: हल्दिया, जिला: पुरबा मेदिनीपुर,
पश्चिम बंगाल, भारत, पिन - 721604

Plant and Equipment (P&E) Division,
Operations Administrative Building, First Floor,
Chiranjibpur, PO: Haldia, District: Purba
Medinipur,
West Bengal, India, Pin - 721604
दूर. सं./Tel. No. : + 91- 3224- 252713/ 9434062312
[ईमेल/E-Mail : koushikm.hdc@kolkataporttrust.gov.in]

संख्या/No.: SDM(P&E)-III/ 92 MR/ ENQ/ 25/

दिनांक/Date: 13.01.2021

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.....
.....

Dear Sir,

विषय/Sub.: Enquiry for obtaining quotations for the work of "Repairing & rewinding of 1 No. defective Squirrel Cage Induction Motor (3-Ph, 3.3 kV, 185 KW / 250 HP, 1480 RPM) at Lock Entrance Section of Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata".

संदर्भ/Ref. : Enquiry No. SDM(P&E)-III/ 92 MR/ ENQ/ 25 dated 13.01.2021.

Plant & Equipment Division, HDC, SMP, Kolkata invites competitive offers for executing the subject work.

You are, hereby, requested to submit your sealed quotation, in line with the instructions given at Annexure-I & based on the Price Schedule (Annexure-II), Scope of work (Annexure-III) and Terms & Conditions (Annexure-IV) [without any addition / modification / alternation].

The aforesaid quotation in sealed envelope is to be submitted within 15:00 Hrs. (IST) of 20.01.2021, at the office of Sr. Dy. Manager (P&E), 1ST floor, Operational Administrative Building, Chiranjibpur, Plant & Equipment Division, Haldia Dock Complex, SMP, Kolkata.

The sealed envelope should be superscribed with Enquiry No. [SDM(P&E)-III/ 92 MR/ ENQ/ 25 dated 13.01.2021]; subject (as mentioned above) and closing date & time [15:00 Hrs. (IST) of 20.01.2021].

The sealed offers received within scheduled date & time would be opened 15:30 Hrs. onwards on 20.01.2021, at the office of the undersigned, as mentioned above.

आपका धन्यवाद/Thanking you,

आपका आभारी/Yours faithfully,

(क. मुखोपाध्याय)/(K.MUKHOPADHYAY)

वरिष्ठ उप प्रबंधक (पी एंड ई)/Sr. Dy.Manager (P&E)

कृते महाप्रबंधक (इंजीनियरिंग)/For General Manager (Engineering)

हल्दिया गोदी परिसर/ HALDIA DOCK COMPLEX

श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता/Syama Prasad Mookerjee Port, Kolkata

संलग्न/Encl.: Annexure-I , Annexure-II, Annexure-III , Annexure-IV & Annexure-V.

INSTRUCTIONS TO BIDDERS (ITB)

Name of the Work : Repairing & rewinding of 1 No. defective Squirrel Cage Induction Motor (3-Ph, 3.3 kV, 185 KW / 250 HP, 1480 RPM) at Lock Entrance Section of Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata.

Enquiry No. : SDM(P&E)-III/ 92 MR/ ENQ/ 25 dated 13.01.2021.

- 1.1. All the bidders shall have to quote rate against BoQ item in the appropriate format, furnished in Price Schedule (Annexure-II).
- 1.2. The rate against BoQ item is to be quoted by the bidder in the appropriate format, furnished in Annexure-II, "PRICE SCHEDULE", considering the Scope of Work and other Terms & Conditions, as detailed in Annexure-III & Annexure-IV respectively. One copy of the Enquiry Letter, along with all enclosures [Annexure-I, Annexure-II, Annexure-III, Annexure-IV & Annexure-V] should be submitted (in sealed cover), duly signed and stamped on each page, as token of acceptance. The 'Price Schedule' (as per Annexure-II), duly incorporated rate, should also be submitted (duly signed at appropriate place) in the aforesaid sealed cover.
- 1.3. The bid shall be typed or written in indelible ink and all pages of the bid shall be stamped and signed by a person duly authorised to sign on behalf of the Bidder.
- 1.4. The Bidder shall submit complete bid and the same shall be without alterations, interlineations or erasure effect, except those to accord the instructions issued by SMP, Kolkata or as may be necessary to correct errors made by the bidders. Person(s) signing the bid shall have to put their signature against all such cancellations, alterations, entries or amendments.
- 1.5. The Offered Rate [in Price Schedule] shall include all taxes & duties of Central / State / Local bodies [excluding Goods and Services Tax (GST)], as applicable, all incidental charges and charges for packing, forwarding, loading, handling, carrying to any lead, stacking, transportation, permits, overheads & profit, etc. necessary for the complete services, as described in the Price Schedule, Scope of Work.
GST, as applicable, shall be paid extra against proper invoice submitted by the Contractor.
The Contractor will be required to submit GST compliant invoice with all required details and also be required to file timely and proper return so as to enable SMP, Kolkata to get due credit against GST paid.
In case of any failure on the above account, GST amount, even if paid by SMP, Kolkata, shall be recoverable from the Contractor.
- 1.6. The quoted rate should remain firm during the validity period of the bid / offer and the accepted rate will remain firm till execution of work is completed. No Price escalation is admissible other than statutory increase in Taxes & Duties (within the scheduled completion period).
- 1.7. The Bidder should clearly understand that they shall be strictly required to conform to all terms & conditions enclosed with the instant Enquiry Letter, as contained in each of its Clauses and **plea of "Customs Prevailing"** will not be, in any case, admitted as excuse on their part, for infringing any of the terms & conditions.
No request for change or variation in rate or terms & conditions of the contract shall be entertained on the ground that the Bidder has not understood the work envisaged in the instant contract.
- 1.8. While evaluating the Price Bid, the unit rate quoted by the Tenderer against the item, including all other charges except GST, shall be considered for evaluation.

The unit rate, quoted by the tenderer, against BoQ item will be multiplied by the respective quantity indicated in the BoQ to obtain the amount against the item.

Selection of the successful tenderer will be made on the basis of the lowest amount for the aforesaid work, thus arrived, subject to acceptance of all terms & conditions enclosed with the instant Enquiry Letter.

Evaluation will be done based on the lowest amount for the aforesaid work.

No additional amount [except applicable GST] would be paid by SMP, Kolkata to the Contractor.

- 1.9. The **validity of the bids** should **not be less than 30 (thirty) days** from the closing date of submission of Bid [as mentioned in the instant Enquiry Letter].
- 1.10. The bidder shall submit copies of the following documents, duly signed & stamped by them, along with their quotation :
 - a) Valid Goods and Services Tax (GST) Registration Certificate, issued by Government of India.
 - b) Valid Profession Tax Clearance Certificate (PTCC) or Up-to-date Profession Tax payment challan, if applicable. If this is not applicable, the bidder must submit a declaration in this regard.
 - c) Documentary evidence [i.e. Work Order, successful completion certificate (with performance) from clients indicating the date of completion, value of the work done or receipted challan or GRN or GST Invoice etc.] in support of successful execution of the order for repairing and rewinding of HT Motors of capacity not less than 3.3 kV.

NOTE : Non submission of above documents OR if the submitted documents do not fulfill the requirement as mentioned at 1.10 (a), (b) & (c) above, the offer may be liable for rejection.

Seal & Signature of the Bidder

PRICE SCHEDULE

Enquiry No. : **SDM(P&E)-III/ 92 MR/ ENQ/ 25 dated 13.01.2021.**

for

Repairing & rewinding of 1 No. defective Squirrel Cage Induction Motor (3-Ph, 3.3 kV, 185 KW / 250 HP, 1480 RPM) at Lock Entrance Section of Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata.

Sl. No.	Description of item	Quantity	Unit rate (in ₹) (excluding GST)	Amount (in ₹) (excluding GST)
1	Repairing & rewinding of Squirrel Cage Induction Motor : 3 - Phase, Rating: 185 KW / 250 HP, Supply Voltage : 3300 Volt [A.C], Supply Frequency : 50 HZ, Stator Amps : 42, RPM : 1480, Insulation Class : 'B', Rating – CMR, Frame: HTQ 544 , Type-T/D, Connection - Star , T. Rise-LTR, BS : 2613 / 1957, Bearings: D.E.-N321 / ND321 , N.D.E.-6319 Conforms to IS325, Motor SI No. 70101-2 Make: Kirloskar Electric Company Limited.	1 Set		
Total Amount (Excluding GST)=				

Total Amount

In Figure :

In Words :

Seal & Signature of the Bidder

SCOPE OF WORK

Name of the Work : Repairing & rewinding of 1 No. defective Squirrel Cage Induction Motor (3-Ph, 3.3 kV, 185 KW / 250 HP, 1480 RPM) at Lock Entrance Section of Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata.

Enquiry No. : SDM(P&E)-III/ 92 MR/ ENQ/ 25 dated 13.01.2021.

Scope of work includes repairing & rewinding of 1 No. defective Squirrel Cage Induction Motor (3-Ph, 3.3 kV, 185 KW / 250 HP, 1480 RPM), presently lying at Lock Entrance Section of Haldia Dock Complex, SMP, Kolkata.

1. General :

- i) One no. Defective Motor is lying at Lock Entrance site. For loading of defective motor from Haldia site and unloading of repaired motor at Haldia site, HDC will provide necessary crane facilities free of cost. However, during loading and unloading operation at Haldia Site, authorized representative of the contractor will have to be present to supervise the above work.
- ii) Installation and commissioning of the repaired motor at site is under the scope of HDC, SMP, Kolkata.
- iii) **Joint Inspection at works:** Joint inspection will be carried out after opening of motor at the works of the contractor. Damaged winding etc. will be kept at a segregated place.
- iv) **Old, scrap copper conductors** – after dismantling of the damaged coils, the same are to be retained by the contractor and not to be returned back to HDC.

2. Re-winding / Repairing work of Defective motor :

A. Re- Winding of Motors :

Stripping out of all the old damaged coils from the Stator without damaging Stator Core, etc. After dismantling of the damaged coils, Core laminations will have to be opened and cleaning of the Core Laminations of both sides will have to be done to remove dirt, oxide, rust, etc. on the surface of the core laminations. After cleaning of the core laminations with solvent, drying will have to be done. Suitable grade of core plate varnish should be applied and then dried. Varnished laminations are to be kept in Heat Chamber (Baking oven) for baking. Re-staggering of Core Laminations (if required) and laminated Cores will have to be re-fitted and balance to achieve uniform result. The locking ring to be placed properly after providing suitable grade of insulation. Each and every slot and teeth portion should be fitted properly so that no sharp point is left anywhere in the core. Thorough cleaning of Stator Slots should be done by suitable cleaning agents.

After completion of the above work, Full Flux Loop Test is to be carried out to check any HOT SPOT (temperature should not be more than 10% of ambient) by recording maximum-minimum temperature of all slots for 15 minutes interval. Stator coils should be fixed up if no HOT SPOT is found in any of the core slot.

Manufacturing of new coils are to be done with copper winding wires as is where basis.

The full rewinding of stator is to be done using class 'F' or higher grade of insulation.

Replacement of Space Heaters: Space Heater(s) are to be supplied and replaced with existing space Heater by the contractor. Rate is to be quoted accordingly.

Inlet & Out let Greasing system: Existing old and damaged in let and out let greasing systems of the bearings will be removed and reinstallation of new inlet and out let greasing system of the bearings to be done.

The net guards for air ventilation of the H.T. Motor are to be replaced with new one.

- B. **Servicing of the Rotor:** Dynamic balancing test of the rotor to be carried out. Dynamic balance test result to be submitted during Final stage of inspection.

The rotor should be properly cleaned and heating to be done in baking oven. The rotor should be painted with OXFORD BLUE Paint.

- C. **Servicing and Overhauling of Motor Terminal Boxes:** All gaskets of the terminal boxes i.e. Main Terminal Box and Neutral Terminal Box of the motor should be replaced with suitable size and thickness of Neoprene Rubber Gasket. Fixing nuts and washers are to be replaced with new hot deep G.I. Bolt, nuts and washers. Terminal insulating board of the motor is to be replaced with suitable new insulation boards.

- D. Bearing housing and journal of the bearing if required metalizing is to be done by metal spraying by the contractor.

- E. Bearings of the motor (Driving End Bearing [D.E.] & Non-Driving End Bearing [NDE]) are to be replaced by the contractor with new bearings of SKF/FAG – make only. Old bearings are to be returned back to HDC with proper documentation.

The contractor will procure the bearings from authorized dealer of M/s. SKF Bearings (India) Limited / FAG Bearings India Limited only and documentary evidence(s) in support of the same will have to be submitted to HDC.

- F. **Painting:** Existing paint, dirt, rust, etc. on the Motor Body is to be thoroughly cleaned and to be spray painted with 02 (two) coats of red oxide Primer and 02 (two) coats of Synthetic Enamel Paint (Siemens Grey).

3. **Inspection & Testing:** Successful bidder has to arrange inspection and testing as per following procedure at his own risk, cost & arrangements. Inspection and testing will be carried out at the premises of the contractor / at site as applicable at the discretion of Sr. Dy. Manager (P&E) and will be witnessed by authorized representative of the Sr. Dy. Manager (P&E), HDC. At least 3 (three) days advance notice is to be given for inspection.

If Inspection is carried out at premises of the contractor, two (2) stages inspection will be carried out as per following in presence of authorized representative of Sr. Dy. Manager (P&E), HDC;

- A. **Initial inspection:**

- a) Physical checking of removing of all the old coils from the core.
- b) Physical checking of newly formed stator coils.
- c) Stator core will have to be tested for full Flux Loop Test before carrying out winding work to detect any HOT SPOT.

B. Final Inspection:

- a) Physical inspection of all inter connections joints will be carried out after placement of the insulated coils in the core slots and before insulation and varnish of the inter connections of the coils in the overhang portion of the windings.
- b) Power frequency High Voltage test is to be done on stator windings as per IS.
- c) Testing of insulation resistance will have to be carried out by Insulation Tester for 01 (one) minute before and after HV test.
- d) % value of winding resistance and Inductance are to be checked by Electric Motor Checker. Value of the variations of the above results will not be more than 3 %.
- e) Polarization Index [PI] measurement will have to be done. PI value should not be less than 2.0. During test, 5 KV meggar should be used.
- f) One hour trial run by giving 415 V (or higher voltage as available), 3 phase, 50 Hz supply to observe any physical abnormalities.
- g) Current measurement of all the three phases will be taken during the above trial run.
- h) **Testing / trial run of the motor at site :**

After receipt of the repaired motor at site, insulation resistance test and necessary trial run / test will be done by HDC at site by injecting rated voltage i.e. 3.3 KV. During the above test, measurement of current of three phases and RPM of the motor will be taken.

- i) It is to be noted that the above inspection and subsequent dispatch clearance, will not relieve the contractor of his responsibility for maintaining quality of the materials for guaranteed performance.
- j) If any operational and repairing defect is found in any assembly/ sub-assemblies / materials during the performance guarantee period, repair/ replacement of the same will have to be done by the contractor at his own cost, risk and arrangement.
- k) The contractor must afford all facilities for inspection of the materials to the representative of Plant & Equipment Division of HDC at his own cost, risk and arrangement at his premises. During inspection at works before delivery or at site after delivery, the followings certificates should be furnished:-
 - i) Internal inspection report/ Test report of the materials.
 - ii) Guarantee Certificate for the repaired motor.

Terms and Conditions

Name of the Work Repairing & rewinding of 1 No. defective Squirrel Cage Induction Motors (3-Ph, 3.3 kV, 185 KW / 250 HP, 1480 RPM) at Lock Entrance Section of Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata.

Enquiry No. : SDM(P&E)-III/ 92 MR/ ENQ/ 25 dated 13.01.2021.

4.1. Price:

4.1.1. The Offered Rate [in Price Schedule] shall include all taxes & duties of Central / State / Local bodies [excluding Goods and Services Tax (GST)], as applicable, all incidental charges and charges for packing, forwarding, loading, handling, carrying to any lead, stacking, transportation, permits, overheads & profit, etc. necessary for the complete services, as described in the Price Schedule, Scope of Work.

GST, as applicable, shall be paid extra against proper invoice submitted by the Contractor.

The Contractor will be required to submit GST compliant invoice with all required details and also be required to file timely and proper return so as to enable SMP, Kolkata to get due credit against GST paid.

In case of any failure on the above account, GST amount, even if paid by SMP, Kolkata, shall be recoverable from the Contractor.

4.1.2. Except where otherwise expressly provided, the contractor shall provide all materials, labour and plant and things necessary in connection with the contract work although everything may not be fully specified and although there may be errors and omissions in the specifications.

4.1.3. The offered Rate will remain firm till execution of work is completed.

However, changes in **statutory taxes & duties [other than GST] will be adjusted** (within the scheduled completion period), based on documentary evidence.

4.1.4. Tools, Tackles etc. required for execution of the whole work will have to be arranged by the Contractor, at their own risk, cost & arrangement.

4.2. Completion Period:

All the jobs, in line with 'PRICE SCHEDULE' and 'Scope of work', are to be completed within **45 (forty five) days** from the date of placement of the order.

4.3. Payment terms:

4.3.1. 90% payment of basic amount (against executed work), along with 100% payment of GST amount, will be made within 30 days, after successful completion of the work, in line with the "Scope of work", against submission of clear & unambiguous bill, along with necessary certification against the executed work.

Balance 10% payment of basic amount (against executed work), which will be retained as Security Deposit, will be released, without any interest, after successful completion of Guarantee Period of 24 months.

- 4.3.2. Bills should be submitted, in triplicate, at the office of Plant & Equipment Division of Haldia Dock Complex, SMP, Kolkata at Operational Administrative Building of HDC (1st Floor) at Chiranjibpur along with required certification / inspection report.
- 4.3.3. Payment will be made in Indian Rupees through the banker of the Contractor (i.e. through **ECS**). During submission of bill(s), the following information must be submitted by the Contractor regarding their banker:
 - a) Bank Account number.
 - b) Name of the bank.
 - c) Name of the branch.
 - d) Address of the branch.
 - e) MICR code of the branch.

4.4 Guarantee:

- 4.4.1 The work executed by the Contractor (including the materials provided by the Contractor) will be guaranteed for a period of 24 (twenty four) months from the date of complete execution of the work.
- 4.4.2 The Contractor shall be responsible for making good, with all possible speed, at their expenses, any defect, which may occur before expiry of 24 (twenty four) months from the date of complete execution of the work.
- 4.4.3 Inspection & testing of the work by the authorized representative of HDC, SMP, Kolkata shall not relieve the Contractor from their liability of guaranteeing against defective materials, workmanship, etc. and full satisfactory performance within the aforesaid Guarantee Period.

4.5 Gate Pass:

Necessary Gate Pass for entering into the Dock Area would be issued for the personnel, equipment, machineries, materials etc. of the Contractor, in connection with the instant work, on chargeable basis, as per rules then prevailing, on the basis of written request from the Contractor.

4.6 Liquidated Damage:

If the Contractor fails to complete the job within the stipulated dates or such extension(s) thereof, as may be allowed by the "Engineer" in writing, the Contractor shall be required to pay as compensation (Liquidated Damage) to the Trustees' and not as penalty @ ½ % of the cost of unfinished portion of work, for every week's delay (part of the week would be treated as a full week), provided always the entire amount of compensation to be paid under the provision of this clause shall not exceed 10% of the total order value. SMP, Kolkata may, without prejudice to any other method of recovery, deduct the amount of such damages from any money which is due or which may become due to the Contractor. The payment or deduction of such damages shall not relieve the Contractor from their obligation to complete the work or from any other of their obligation or liabilities under the contract.

- 4.7 Indemnity Bond** : The defective 3.3 kV HT Motor along with all accessories and in case any material, spare parts, components, sub-assemblies, accessories, etc., related to the work (under the scope of the Contractor), is required to be taken out of the Dock premises by the Contractor, for some specialised servicing, repairs, overhauling, etc. or for any other reason whatsoever, the Contractor shall have to obtain permission from the Employer. For this the Contractor shall have to submit an “**Indemnity Bond**” [in the form furnished in **Annexure-V**].
- 4.8 Evaluation Criteria:**
Evaluation will be made on the lowest (L1) landed price exclusive of GST quoted against item mentioned in price schedule subject to fulfilment of necessary enquiry Terms & Conditions.
- 4.9 Validity:** The **validity of the bids** should **not be less than 30 (thirty) days** from the closing date of submission of Bid [as mentioned in the instant Enquiry Letter].
- 4.10 Good Conduct:** If a bidder has had previous history of “defined misconduct” (such as banning from/ by any government sector, premature termination of a contract solely on bidder’s fault, criminal case pending against the company or its owner/ current director filed by a government entity etc.), his offer is liable to be ignored.
- 4.11** All other terms and conditions excepting those mentioned separately shall be governed by Syama Prasad Mookerjee Port, Kolkata’s General Condition of Contract, available at website of SMP, Kolkata (smpportkolkata.shipping.gov.in).

Seal & Signature of the Bidder

INDEMNITY BOND

[To be submitted on Non-judicial Stamp Paper of worth not less than INR .50.00, **duly notarized**] Reference:

Order No.:/...../...../O-... dated for repairing & rewinding of 1 No. defective Squirrel Cage Induction Motors (3-Ph, 3.3 kV, 185 KW / 250 HP, 1480 RPM) at Lock Entrance Section of Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata.

**Senior Deputy Manager (P&E),
Haldia Dock Complex ;
Operational Administrative Building (1st Floor);
Chiranjibpur, P.O.: Haldia ;
Dist. : Purba Medinipur,
West Bengal, India
PIN : -721 604**

This deed of **Indemnity Bond** made on..... by having their office at (hereinafter called “the **Contractor**”).

Whereas the General Manager (Engineering), **Haldia Dock Complex, SMP, Kolkata, Dist.: Purba Medinipur, West Bengal** (hereinafter call “the **Engineer**”) has placed an order, bearing no. SDM(P&E) //...../O-... dated and some materials, spare parts, components, sub-assemblies, etc. are required to be taken **outside** of **Haldia Dock Complex** premises for some specialized servicing, repairing, overhauling, etc. or **fault diagnosis & remedial measures** by the Contractor, as per the terms & conditions mentioned in the said order, and which have been mutually agreed upon by the parties hereto,

AND

Whereas in consideration of the said contract, the Contractor has agreed to execute an **Indemnity Bond** for the safe custody on receipt of the said materials, spare parts, components, sub-assemblies, etc., from the **Engineer** until the **completion of servicing / overhauling / repairing / remedial work** and returning back to the Engineer as hereinafter appearing.

Now this deed witnessed that in pursuance of the said agreement and in the premises, the Contractor agrees to indemnify Engineer and at all the terms, to hold themselves liable for all the **damages, loss** due to **pilferage / fire** or negligence on the part of the Contractor or their employees, agents and representatives or from whatever cause, with all losses, interest charges and expenses incurred by the said Engineer on account of the material(s) issued to the Contractor,

AND

It is in terms of the said contract and this **Deed of Indemnity**, the material(s) issued free to the Contractor for servicing / overhauling / repairing / **fault diagnosis & remedial work**, thereon shall be deemed to be the **property of the Engineer**.

It is hereby agreed that the Contractor shall be liable for all injury, losses and damages that may be caused to the, from whatever cause and further that the Contractor shall not part with or delivery possession of the said material(s) to any other party or person, save in compliance with and in performance & provision of contract in respect of which this **Indemnity Bond** is executed, the Contractor having undertaken to delivery the said material(s) in all respect in compliance with the terms of the contract.

This bond and the trust hereby created shall remain valid and binding on the Contractor till such time as the above said order has been fully and finally executed and Contractor has delivered the complete thereon to the Engineer under the terms of the contract.

For and on behalf of (name of the Contractor), under the common seal of the company.

WITNESS

(Signature of the authorised person on behalf of the Contractor)

Name :

Name :

Designation

Designation

(Signature)

(Signature)

Signed in my presence and identified by me