



**TENDER ENQUIRY**  
**[ LIMITED TENDER ]**

माझगांव डॉक शिपबिल्डर्स लिमिटेड  
(भारत सरकार का उपक्रम)  
**MAZAGON DOCK SHIPBUILDERS LIMITED**  
(Formerly known as Mazagon Dock Limited)  
(A Govt. of India Undertaking)  
CIN: U35100MH1934GOI002079  
Dockyard Road, Mumbai 400 010  
Website- [www.mazdock.com](http://www.mazdock.com)  
**Certified - ISO 9001: 2008 for Shipbuilding Division**

Tender No : 6000000816  
Purchasing Executive : C G JALGAONKAR  
To

Department: OTS(OUTSOURCING DEPT.)  
Purchasing Executive: C G JALGAONKAR  
Telephone No:+91 23763084  
Fax No:+91 23743198  
Email ID: cgjalgaonkar@mazdock.com

Tender Number: 6000000816  
Tender Date: 18.04.2017  
Tender Closing Date 24.04.2017  
Tender Closing Time 15:00:00  
RFQ Number: 2110001041

Telephone No:  
Fax No:  
Email ID:

Tender Fee: Rs 0.00

EMD Amount: Rs 0.00

Pre Bid Meeting Date Pre Bid Meeting Time 00:00:00

Tender Opening Date: 25.04.2017 Tender Opening Time: 15:30:00

Offer should be valid up to: 18.08.2017

Security Deposit: 0.00 % of PO value Perf. Bank Guarantee: 0.00 % of PO value

( Kindly read and refer relevant terms & conditions for further details. Do ensure to Quote Department Name, Purchase Executive's Name, Tender Number, Closing date & time and RFQ Number in your Quotation & related correspondence )

Dear Sir / Madam ,

SUB:- COMPREHENSIVE BMC OF DC RECTIFIER 0-504 V,353A,178KW IN EAST YARD.

Mazagon Dock Shipbuilders Limited (MDL) invites Competitive - Bid from reputed suppliers for the following in **TWO BID** system (Part I Techno-Commercial Bid & Part II - Price Bid).

| Sl.No. | Material/Service Details                                                                                                                                                                                                                                                                                       | Quantity/Unit   | Delivery Date |
|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------|
| 00100  | BMC of DC Rectifier 504 V 353 A<br>Service Description :Scope of work: Bi-annual comprehensive maintenance contract (BMC) of DC rectifier 0-504 V, 353 A, 178KW.<br><br>(A) Preventive Maintenance - Quarterly<br><br>DC Rectifier 0-504 V, 353 A, 178 KW.<br>Make: Ankur Electronics Sr. No AE/DCPS/002/15-16 | 1 Activity unit | 30.01.2018    |

| Sl. No. | Material/Service Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Quantity/Unit | Delivery Date |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
|         | <p>(1) Firm shall ensure that DC Rectifier (504 V, 353 A) should delivers precise, steady and ripple free DC Power (less than 3% ripples).</p> <p>(2) Firm will ensure that insulation resistance of transformer and DC chock remains more than 500 MOhms.</p> <p>(3) Firm shall ensure that system earthing remains intact all the time.</p> <p>(4) Firm shall ensure that there should not be any hunting in DC output during operation irrespective of load current.</p> <p>(5) Firm shall ensure that equipment should be maintained rust free, abnormality if any shall be rectified by applying appropriate paint.</p> <p>(6) Firm shall ensure proper air flow &amp; ventilation inside the cabinet. Also clean the air filter with vacuum cleaner or replace as per MDSL recommendation.</p> <p>(7) Firm shall examine the condition of all type of fuses, switches, capacitors and mounted electrical/electronic components of unit and replace if found in bad condition.</p> <p>(8) Firm shall examine the condition of all PCBs, IGBTs/Thyristors along with tightness of their connections and clean the entire component from dust and foreign particles. Cabling should also be well dressed, neat and clean. Doors should be properly operational and lockable. In case of abnormality, same shall be attended promptly.</p> <p>(9) Firm shall examine the condition and smooth operation of Input and Output MCCB. Clean the MCCB.</p> <p>(10) Firm shall ensure that there should be proper labeling of all used equipment and internal &amp; power cables.</p> <p>(11) Firm shall ensure all indicators, LEDs are in working condition. If not, same to be made operational.</p> <p>(12) Firm shall ensure the proper functionality of Analog and Digital meters and associated accessories. If not, same to be resolved either by repairing, calibrating and or replacement with identical/compatible parts. All display/ control indication should be calibrated with valid duration.</p> <p>(13) Firm shall ensure all the internal power and control wiring for its proper tightness with required ferrules, lugs etc.</p> <p>(14) Firm shall ensure the cleanness and tightness of each Power Semiconductor devices for loose connection.</p> <p>(15) Firm shall examine the condition of Bus-Bar for any cracks and hot spot and replace/rectify the same if found bad.</p> <p>(16) Firm shall ensure that each and every PCB Electronic Equipment is fixed properly in the rack and are clean.</p> |               |               |

| Sl. No. | Material/Service Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Quantity/Unit | Delivery Date |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
|         | <p>(17) Firm shall carry out the inspection and rectification of overheating of transformers, chokes, damaged/cracked/weak insulation or loose mounting lugs if any.</p> <p>(18) All non-operational spares and damaged spares found during preventive maintenance to be replaced by the firm either during next breakdown maintenance or next preventive maintenance. If the spare is critical in nature then the firm shall replace the same on the very next day.</p> <p>(19) Examine the condition of all doors and door stopper and lock for smooth functioning. Repair or replace the same for any abnormalities.</p> <p>(20) Firm shall maintain proper record of preventive maintenance, replacement of spares, breakdown repairs etc. with duly signed by MDL executives.</p> <p>(21) DC Rectifier is being used for providing the shore supply to submarine. As per the location of submarine either at MDL premises or Naval Dock Yard-Mumbai, Naval Dock Yard Karwar, MBPT DC Rectifier may be placed accordingly. Vendor shall attend preventive, routine and breakdown maintenance of DC Rectifier irrespective of their location as per stipulated time frame. Needless, MDL will extend all the requisite assistance for accessibility of equipment at either location.</p> <p>(B) Break Down Maintenance (The breakdown maintenance visit is exclusively for equipment breakdown. Such visits are addition to quarterly preventive/routine maintenance visits and are non-charge able in nature.)</p> <p>(1) Breakdown of the equipment will be intimated to the firm through Email, fax or on telephone/mobile.</p> <p>(2) Firm shall attend breakdown and make the equipment operational within 48 hrs if the equipment is in Mumbai &amp; 96 hrs if the equipment is in Goa/Karwar after intimation / reporting the problem.</p> <p>(3) All required spares for troubleshooting of breakdown are in supplier's scope.</p> <p>(4) Preventive maintenance and breakdown maintenance include maintenance of cabinet and available spares of DC Rectifier.</p> <p>(5) Spare parts to be replaced during the BMC shall be registered at MDL security / CISF entry.</p> <p>(6) No extra charges will be paid to the firm. All the replacement and repair activity have to be carried out by the firm under quarterly preventive maintenance visits and additional breakdown maintenance visits.</p> <p>(C) Liquidated Damages / Penalty:</p> <p>(1) Time is an important factor in the contract therefore the firm shall make the equipment operational within 48 hrs if the equipment is in Mumbai &amp; 96 hrs if the equipment is in Goa/Karwar (except major fault in Power transformer and chokes) inclusive of silent hours/ holidays/ weekends after intimation by phone, Fax or E-mail. In case of delay to make the DC Rectifier operational, the contractor shall pay Rs 125 per hrs after 48 hours onwards with in Mumbai &amp; 96 hrs onwards if equipment is in Goa/Karwar irrespective of silent hours/weekend/public holidays etc.</p> |               |               |

Tender Number:- 6000000816

Tender Date:- 18.04.2017

RFQ Number:- 2110001041

| Sl. No.    | Material/Service Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Quantity/Unit | Delivery Date |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
|            | <p>(2) In case of fault arise in high value items like Power transformer and choke for which repairing is not possible on site and required to be transported to workshop. Considering above, firm shall make the equipment operational within 240 hrs if the equipment is in Mumbai &amp; 360 hrs if the equipment is in Goa/Karwar inclusive of silent hours/ holidays/ weekends after intimation by phone, Fax or E-mail. In case of delay to make the DC Rectifier operational, the contractor shall pay Rs 125 per hrs after 240 hours onwards with in Mumbai &amp; 360 hrs onwards if equipment is in Goa/Karwar irrespective of silent hours/weekend/public holidays etc.</p> <p>Note: Please note that the communication made after 17:30 Hrs in the day will be considered as next day morning 9:00 hrs.</p> <p>(D) General Points</p> <p>(1) Firm shall submit the contact details i.e. E-mail id Landline and Mobile no for intimation regarding preventive and breakdown maintenance upon placement of order.</p> <p>(2) Firm shall submit the bio-data and Photo Ids of employees whom they will depute for carrying out the preventive and breakdown maintenance. Firm shall intimate for any change of employee well in advance.</p> <p><b>The Line item 00100 covers the following services</b></p> | 8 Number      |               |
| 0000000010 | Service Number:-<br>Short Description:- BMCof DC Rectifier 504 V,<br>353 A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |               |               |

Terms & Conditions as indicated in Part A of this tender and other enclosures / annexures form an integral part of this tender document. We look forward to receive your most competitive and reasonable offer against this Tender.

For Mazagon Dock Shipbuilders Ltd

**Part-“A”**

1. **MAZAGON DOCK SHIPBUILDERS LIMITED INVITES ON-LINE COMPETITIVE BIDS** from reputed Bidders / Suppliers in TWO BID SYSTEM (Part-I Techno Commercial Bid and Part-II Price Bid). This tender document is tender document has been published on our e-procurement portal <https://eprocuremdl.nic.in> for the following Scope of Work / Supplies, terms and conditions:
- 2 **Description of Work:** Bi-annual comprehensive maintenance contract (BMC) of DC rectifier 0-504 V, 353 A, 178KW.
- 2.1 The detailed scope of work as per **Enclosure-1**.
3. **PRE- QUALIFICATION CRITERIA: Not Applicable**
- 4 **Validity Period:** Bids / Offers shall be valid for **120 days** from date of tender closing.
5. **ONLINE SUBMISSION OF OFFER IN TWO-BID SYSTEM:** Offer must be submitted in two parts, Part - I (Techno-Commercial Bid) & Part – II (Price Bid) on the MDL’s e-Procurement website <https://eprocuremdl.nic.in>. **Offer in any other form will not be considered.**

**Techno-Commercial Bid Part-I:** This part should contain the following:

|      |                                                                                                                                                                                                                                                                                                                                                                                                       |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i)   | Online Acceptance on clauses of Tender Enquiry, General Terms & Conditions ( <b>GT&amp;C</b> ), Standard Terms & Conditions ( <b>STACs</b> ) in the Prescribed Formats stating ‘Accepted OR Deviation’ as applicable for each of the clause.                                                                                                                                                          |
| ii)  | Deviation sheet in case of any deviations from Terms, Conditions specified in the Standard Terms and Conditions, Tender Enquiry & General Terms & Conditions shall be uploaded online.                                                                                                                                                                                                                |
| iii) | Any deviation with respect to Technical requirement shall be uploaded online by the bidder.                                                                                                                                                                                                                                                                                                           |
| iv)  | Scanned image of Valid Service Tax registration certificate.                                                                                                                                                                                                                                                                                                                                          |
| v)   | Price schedule BLANKING the PRICES but clearly indicating ‘ <b>QUOTED / UNQUOTED</b> ’, also indicating the % of actual taxes/ duties applicable, in the prescribed format available on MDL’s e-Procurement website this tender document is tender document has been published on the Central Public Procurement Portal (URL: <a href="https://eprocuremdl.nic.in">https://eprocuremdl.nic.in</a> ).. |
| vi)  | Scanned image of Vendor Declaration in bidder’s letterhead as per the format at <b>Enclosure- 4</b> .                                                                                                                                                                                                                                                                                                 |
| vii) | Scanned image of duly filled RTGS/NEFT as per <b>Enclosure-3</b> .                                                                                                                                                                                                                                                                                                                                    |

**Note:** i) MDL has a right to verify / cross verification of authenticity of the scanned documents with respect to original submitted against this tender.

ii) The bidder is requested to **ensure that all the documents asked for are submitted** and are clear, legible & duly signed (i.e. self-attested), as it would save considerable time without necessitating the need for furnishing of the documents again by them. The bidder is also requested **not to submit unnecessary documents not asked for**, like signed & stamped copy of this Tender document, etc.

iii) The bidder is required to compulsorily select “ACCEPTED” or “DEVIATION” from Para no. / Clause no. of TEF/STACS/GT&C (as applicable). In case “DEVIATION” is selected against a particular Para no. /Clause no., it would be mandatory to explain the deviation proposed by the bidder in the adjoining text field. Any deviation (s) mentioned elsewhere in the Offer/Bid, other than in the said forms, will not be considered.

iv) Blank Rate Sheet form is required to be filled-up by the bidder by selecting “QUOTED” or “NOT QUOTED” depending upon whether the bidder has quoted for the particular Service / Item tendered. Therein, the bidder is also required to specify the Taxes & duties (if any) quoted & the rate of the Taxes/Duties.

**Part-II:** In this part bidders are requested to fill the PRICES for each of the listed items strictly in the prescribed format/ Rate sheet provided in E-Procurement Portal. **Offer in any other form will not be considered**

## 6.0 Following bid rejection criteria may render the bids Liable for Rejection.

### 6.1 Following bids shall be categorically rejected:

|     |                                                                                                                                                                                                                  |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i)  | The Bids received after tender closing date and time.                                                                                                                                                            |
| ii) | Bidders not quoting for all the items in the Rate Sheet in the prescribed format available on the Central Public Procurement Portal (URL: <a href="https://eprocuremdl.nic.in">https://eprocuremdl.nic.in</a> ). |

### 6.2 Following bid rejection criteria may render the bids Liable for Rejection.

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i)   | Bidder’s failure to submit sufficient or complete details for evaluation of the bids within the given period which may range in between two to three weeks depending on the deficiencies noticed in the drawings / technical data which shall not however conflict with validity period. However, over all time allowed in respect of normal procurement shall not exceed 3 weeks and one week in case of emergency procurement. |
| ii)  | Incomplete / misleading / ambiguous bids in the considered opinion of TNC.                                                                                                                                                                                                                                                                                                                                                       |
| iii) | Bids with technical requirements and or terms not acceptable to MDL.                                                                                                                                                                                                                                                                                                                                                             |
| iv)  | Validity period indicated by bidders is shorter than that specified in the tender enquiry.                                                                                                                                                                                                                                                                                                                                       |
| v)   | Bidders not agreeing <b>for</b> completion of the supplies / services as per contract.                                                                                                                                                                                                                                                                                                                                           |

**7. Bid Evaluation Criteria:** The ranking of the price bid will be done on overall on “all inclusive basis” including taxes, duties, loading parameters etc as per rate sheet.

**Note:** In case of any discrepancies observed in any Rate Sheets, or against each item and / or in Grand total in the price bid, evaluation would be carried out by arriving on the grand total by considering the unit rate and quantity indicated in Rate sheets.

**8. Contract Period:** The Contract will be for a period of one year and may be extendable for further period of 03 months on MDL discretion on same rates and terms and conditions. However if the performance of contractor is not satisfactory then contract may be terminated with one month notice period by applying relevant clauses of contract such as Risk Purchase, forfeiture of Security deposit etc.

**9. Mobilization:** The successful bidders shall mobilize the required Manpower / Tools / Materials within 7 days from the placement of LOI/ Order whichever is earlier.

**10. PRICING:** Bidder shall quote the prices of all items listed in the tender enquiry which will be inclusive of all costs such as labour, material, packing charges, transportation, incidental expenses etc. However the applicable taxes/duties & levies will be indicated separately in the rate sheet. The prices quoted shall remain firm and fixed during the currency of the order/contract.

MDL shall not be bound by any printed conditions or provisions in the bidder's bid forms or acknowledgement of Order/Contract, invoices, packing list and other documents which purport to impose any conditions at variance with or supplemental to Order/Contract.

**11. TAXES & DUTIES:** Bidder shall indicate separately the percentage of the applicable taxes and Govt. levies in blank Price Bid submitted in Part I (Techno Commercial Bid) as well as in Part- II Price Bid. The increase /decrease in tax structure which is statutory levy of Govt. during the tenure of contract will be paid /deducted at actual by MDL.

**12. TERMS OF PAYMENT:**

a) Payment will be made on Monthly basis through NEFT/RTGS/ECS within 25 to 30 days on submission of bills in triplicate to Invoice Receipt Section along with work completion certificate (SAP Service Entry Sheet copy) duly signed by Chief Manager or officer of above level of East Yard Maintenance dept.

b) No advance will be paid in any manner against the Contract.

**13. SITE VISIT FOR QUOTING:** Prior to submission of your quotation, bidders are requested to visit the site and if any clarification is required bidders may contact **Mr. Ajay A. Bankar, DGM (L&WIN-EY)** on telephone no. 2376 3546 /3553 and submit duly filled Vendor declaration as per

**14. Modifications to the Bids:** Bidder will not be allowed to bid after the closing time is over. Bidder can change the submitted bid any Time till the closing time through e-portal only and the last changed bid will be considered for ranking of the bids.

**15. Inspection:-** Final work completion certificate in respect of completion of entire scope of work will be certified by MDL East Yard Maintenance dept. Any objection raised by MDL inspection team against quality of material or workmanship shall be satisfactorily corrected by the Vendor at his expenses including replacement as may be required within shortest possible time within 7 days.

**16. Liquidated Damages or Penalty:**

i) Time is an important factor in the contract therefore the firm shall make the equipment operational within 48 hrs if the equipment is in Mumbai & 96 hrs if the equipment is in Goa/Karwar (expect major fault in Power transformer and chokes) inclusive of silent hours/ holidays/ weekends after intimation by phone, Fax or E-mail. In case of delay to make the DC Rectifier operational, the contractor shall pay Rs 125 per hrs after 48 hours onwards with in Mumbai & 96 hrs onwards if equipment is in Goa/Karwar irrespective of silent hours/weekend/public holidays etc.

ii) In case of fault arise in high value items like Power transformer and choke for which repairing is not possible on site and required to be transported to workshop. Considering above, firm shall make the equipment operational within 240 hrs if the equipment is in Mumbai & 360 hrs if the equipment is in Goa/Karwar inclusive of silent hours/ holidays/ weekends after intimation by phone, Fax or E-mail. In case of delay to make the DC Rectifier operational, the contractor shall pay Rs 125 per hrs after 240 hours onwards with in Mumbai & 360 hrs onwards if equipment is in Goa/Karwar irrespective of silent hours/weekend/public holidays etc.

**17. RISK PURCHASE:** If the article / service or any portion thereof be not delivered / performed by the scheduled delivery date / period, any stoppage or discontinuation of ordered supply / awarded contract without written consent by Purchaser or not meeting the required quality standards the Purchaser shall be at liberty, without prejudice to the right of the Purchaser to recover Liquidated Damages / penalty as provided for in these conditions or to any other remedy for breach of contract, to terminate the contract either wholly or to the extent of such default. Amounts advanced or part thereof corresponding to the undelivered supply shall be recoverable from the Contractor / Bidder at the prevailing bank rate of interest.

MDL shall also be at liberty to purchase, manufacture or supply from stock or utilize the services as it deems fit, other articles of the same or similar description to make good such default and/or in the event of the contract being terminated, the balance of the articles of the remaining to be delivered there under. Any excess over the purchase price, cost of manufacture or value of any articles supplied from the stock, as the case may be, over the contract price shall be recoverable from the Bidder / Contractor.

**18. LOADING CRITERIA:** Deviations sought by the bidder in respect of Payment terms and delivery period shall be loaded on the bidder/s quoted prices during price evaluation by MDL as per MDL Norms. It is desirable that the bidder accepts the Payment Terms indicated by the company in the Tender document. Varied payment terms quoted by bidders as compared to the terms stated in the Tender document shall be normalized by loading the Prime Lending Rate of State Bank of India plus 2% on the quoted price.

Note: Online ranking visible to bidders after opening part II price bids is without loading parameters. However the L1 bidder will be evaluated offline by applying all applicable loading parameters as mentioned in the tender document.

**19. Hindrance Register :** All hindrances with date of occurrences and removal shall be noted in the Hindrance Register. The Hindrance Register shall be signed by the reps of both MDL as well as Contractor.

**20. PUBLIC GRIEVANCE CELL:** - A Public Grievance Cell headed by **Shri S. D. Kajawe, General Manager (F-Accounts)**, 3<sup>rd</sup> floor, Mazdock House has been set up in the Company. Members of public having complaints or grievances are advised to contact him on Wednesday between 10.00 hours and 12.30 hours in his office on 3rd floor, Mazdock House or send their complaints / grievances to him in writing for redressal. His Telephone No. is 23762184 or 23759793.

**21. Working on MDL Holidays:** Request for permission for working on Saturday / Sunday / holidays if required, should be submitted 3 working days prior to the date of holiday, to Personnel department and Security through concerned Dept.

## **22. Instructions to the Bidders:**

*Note: Before quoting against this Tender, the prospective bidder is requested to go through the Tender Enquiry document (& Annexes, if any) thoroughly & carefully. Deviations to the Terms & Conditions of the Tender are highly discouraged. Therefore, any doubts arising in respect of any of the Terms & Conditions stipulated, Qualification Criteria, Eligibility for exemption from submission of EMD, clarification if any w.r.t Documentation / Procedural requirements, etc. shall get clarified by the prospective bidder through the Dealing Executive invariably before the submission of the Bid.*

**22.1 Submission of bids against e-Tenders:** The bidder is required to quote online on the e-Procurement website ([www.eprocuremdl.nic.in](http://www.eprocuremdl.nic.in)) by the deadline, by submitting the Techno-commercial Bid & Price Bid in Electronic format only. The prices/quotes & a few declarations shall have to be entered/uploaded by the bidder online in the Tender's entry forms & other bid documents' scanned /soft copies shall have to be uploaded as part of the bid. All bids should be digitally signed using DSC (as explained below).

**22.2** To be able to participate in e-Tender (s), every bidder must register themselves on the ASP's website (*registration is free of cost*) & must possess a legally valid Class-II B or above Digital Signature Certificate (DSC) (*also known as Class-II B or above DSC with encryption & signing authority*) as per IT Act-2000, using which they can sign their electronic bids. The DSC can be procured from any Certifying Authority (CA) authorized by Controller of Certifying Authorities (CCA) of Govt. of India.

**22.3** National Informatics Centre (NIC) have been appointed by MDL as the Application Service Provider (ASP).



**22.4** In order to familiarize prospective bidders to e-tendering / e-procurements other aspects, etc., regular orientation training programs {of two(2) hours duration} are being organized at MDL. The interested bidders are requested to get themselves acquainted with all the requisite aspects & be prepared by attending the training by conducting the ASP/MDL official(s). The firms may nominate only one representative from their organization to attend such training. Training shall be conducted every Friday between 2 & 4 PM in MDL.

**22.5** Besides the training being organized, Online User Manual is available on the website for the guidance of users & for participating in the e-Procurement/ e-Tendering, the bidder must ensure having the requisite (IT) infrastructure at their office premises.

**22.6** For any further details of e tendering & digital signatures, please contact 0120- 4200462, 0120-4001002, 8826246593, [eproc-support@gov.in](mailto:eproc-support@gov.in) OR Mr M S Kumbhare DGM (C-MP) Phone - 2376 3252 or mobile: 9769327576, [mzkumbhare@mazdock.com](mailto:mzkumbhare@mazdock.com)

**22.7** Bidders in their own interest are requested to upload their bids well in advance of tender closing date to avoid the last minute difficulties in uploading the bids. Request for extension, if at all to be made, shall be forwarded at least 3 working days in advance to the tender closing date / time with proper reasoning. MDL reserves all rights in this regard & decision of MDL shall be binding to the applicant. Problems in hardware/software, internet connectivity, system configurations, Browser setting etc, for whatsoever reason shall not be considered for extension of tender closing date and time.

**22.8** MDL will not be responsible for an error in downloading of tender documents from web by the bidders. The version appearing on MDL website will be considered final and authentic.

**22.9** All bidders are requested to get their technical queries, if any, clarified in advance (3 days in advance to tender closing date) before bidding to avoid last minute delay. For any technical clarification, bidders are requested to contact Mr. CG Jalgaonkar, Manager (OTS), Tel. no. 23763310.

**22.10** Entry Pass for Contractors and their workmen: Bidders shall comply with the “MDL Security Procedures laid down in MDL for entry passes in respect of Contractors and their workmen” which is available in the home page of OUTSOURCING DEPT. of MDL Website [www.mazdock.com](http://www.mazdock.com) Shipbuilding → Outsourcing → Tenders. A copy of same (11 pages) is attached herewith at Enclosure - 5

**22.11** Bidders can participate in online bidding

- By registering with <https://eprocuremdl.nic.in> for User ID and password.
- By obtaining class IIB or above DSC (Digital Signature Certificate) with encryption & signing authority (for secured bidding).

**22.12** Bids received against online participation shall only be accepted. Bids submitted in any other mode will not be considered.

**22.13** MDL bidder's earlier quoted for MDL tender on website <https://mdl.eprocure.in> have to register again (free of cost) on website <https://eprocuremdl.nic.in>

**22.14** MDL reserves the right to consider placement of Order / Contract in part or in full against the tendered quantity or reject any or all tenders without assigning any reason.

**22.15** MDL reserves the right to consider placement of Order / Contract in part or in full against the tendered quantity or reject any or all tenders without assigning any reason.

We look forward to receive your most competitive and reasonable offer against this tender.

Yours faithfully,

For **Mazagon Dock Limited**,

**Manager (Outsourcing)**  
(CG Jalgaonkar)  
022-23763310

Enclosure -1            Scope of Work  
Enclosure -2            Rate Sheet (Illustrative)  
Enclosure -3            RTGS/NEFT Form  
Enclosure -4            Vendor Declaration

**References:** Terms & Conditions (Available on MDL Website - [www.mazagondock.gov.in/](http://www.mazagondock.gov.in/) →Tenders →Shipbuilding→ Outsourcing

- 1 Standard Terms & Conditions (STACS)
- 2) General Terms And Conditions while executing work.
- 3) Official Secrets Act 1923 (Extract).

**Formats:** (Available on MDL Website - [www.mazagondock.gov.in/](http://www.mazagondock.gov.in/) →Tenders →Shipbuilding→ Outsourcing

- 1) OTS -F-07 Order acceptances Format

**SCOPE OF WORK**

Scope of work: Bi-annual comprehensive maintenance contract (BMC) of DC rectifier 0-504 V, 353 A, 178KW.

(A) Preventive Maintenance - Quarterly

DC Rectifier 0-504 V, 353 A, 178 KW.

Make: Ankur Electronics Sr. No AE/DCPS/002/15-16

- (1) Firm shall ensure that DC Rectifier (504 V, 353 A) should delivers precise, steady and ripple free DC Power (less than 3% ripples).
- (2) Firm will ensure that insulation resistance of transformer and DC chock remains more than 500 Mohms.
- (3) Firm shall ensure that system earthing remains intact all the time.
- (4) Firm shall ensure that there should not be any hunting in DC output during operation irrespective of load current.
- (5) Firm shall ensure that equipment should be maintained rust free, abnormality if any shall be rectified by applying appropriate paint.
- (6) Firm shall ensure proper air flow & ventilation inside the cabinet. Also clean the air filter with vacuum cleaner or replace as per MDSL recommendation.
- (7) Firm shall examine the condition of all type of fuses, switches, capacitors and mounted electrical/electronic components of unit and replace if found in bad condition.
- (8) Firm shall examine the condition of all PCBs, IGBTs/ Thyristors along with tightness of their connections and clean the entire component from dust and foreign particles. Cabling should also be well dressed, neat and clean. Doors should be properly operational and lockable. In case of abnormality, same shall be attended promptly.
- (9) Firm shall examine the condition and smooth operation of Input and Output MCCB. Clean the MCCB.
- (10) Firm shall ensure that there should be proper labeling of all used equipment and internal & power cables.
- (11) Firm shall ensure all indicators, LEDs are in working condition. If not, same to be made operational.
- (12) Firm shall ensure the proper functionality of Analog and Digital meters and associated accessories. If not, same to be resolved either by repairing, calibrating and or replacement with identical/compatible parts. All display/ control indication should be calibrated with valid duration.
- (13) Firm shall ensure all the internal power and control wiring for its proper tightness with required ferrules, lugs etc.

(14) Firm shall ensure the cleanness and tightness of each Power Semiconductor devices for loose connection.

(15) Firm shall examine the condition of Bus-Bar for any cracks and hot spot and replace/rectify the same if found bad.

(16) Firm shall ensure that each and every PCB Electronic Equipment is fixed properly in the rack and are clean.

(17) Firm shall carry out the inspection and rectification of overheating of transformers, chokes, damaged/cracked/weak insulation or loose mounting lugs if any.

(18) All non-operational spares and damaged spares found during preventive maintenance to be replaced by the firm either during next breakdown maintenance or next preventive maintenance. If the spare is critical in nature then the firm shall replace the same on the very next day.

(19) Examine the condition of all doors and door stopper and lock for smooth functioning. Repair or replace the same for any abnormalities.

(20) Firm shall maintain proper record of preventive maintenance, replacement of spares, breakdown repairs etc. with duly signed by MDL executives.

(21) DC Rectifier is being used for providing the shore supply to submarine. As per the location of submarine either at MDL premises or Naval Dock Yard-Mumbai, Naval Dock Yard Karwar, MBPT DC Rectifier may be placed accordingly. Vendor shall attend preventive, routine and breakdown maintenance of DC Rectifier irrespective of their location as per stipulated time frame. Needless, MDL will extend all the requisite assistance for accessibility of equipment at either location.

(B) Break Down Maintenance (The breakdown maintenance visit is exclusively for equipment breakdown. Such visits are addition to quarterly preventive/routine maintenance visits and are non-charge able in nature.)

(1) Breakdown of the equipment will be intimated to the firm through Email, fax or on telephone/mobile.

(2) Firm shall attend breakdown and make the equipment operational within 48 hrs if the equipment is in Mumbai & 96 hrs if the equipment is in Goa/Karwar after intimation / reporting the problem.

(3) All required spares for troubleshooting of breakdown are in supplier's scope.

(4) Preventive maintenance and breakdown maintenance include maintenance of cabinet and available spares of DC Rectifier.

(5) Spare parts to be replaced during the BMC shall be registered at MDL security / CISF entry.

(6) No extra charges will be paid to the firm. All the replacement and repair activity have to be carried out by the firm under quarterly preventive maintenance visits and additional breakdown maintenance visits.

(C) Liquidated Damages / Penalty:

(1) Time is an important factor in the contract therefore the firm shall make the equipment operational within 48 hrs if the equipment is in Mumbai & 96 hrs if the equipment is in Goa/Karwar (except major fault in Power transformer and chokes) inclusive of silent hours/ holidays/ weekends after intimation by phone, Fax or E-mail. In case of delay to make the DC Rectifier operational, the contractor shall pay Rs 125 per hrs after 48 hours onwards with in Mumbai & 96 hrs onwards if equipment is in Goa/Karwar irrespective of silent hours/weekend/public holidays etc.

(2) In case of fault arise in high value items like Power transformer and choke for which repairing is not possible on site and required to be transported to workshop. Considering above, firm shall make the equipment operational within 240 hrs if the equipment is in Mumbai & 360 hrs if the equipment is in Goa/Karwar inclusive of silent hours/ holidays/ weekends after intimation by phone, Fax or E-mail. In case of delay to make the DC Rectifier operational, the contractor shall pay Rs 125 per hrs after 240 hours onwards with in Mumbai & 360 hrs onwards if equipment is in Goa/Karwar irrespective of silent hours/weekend/public holidays etc.

Note: Please note that the communication made after 17:30 Hrs in the day will be considered as next day morning 9:00 hrs.

(D) General Points

(1) Firm shall submit the contact details i.e. E-mail id Landline and Mobile no for intimation regarding preventive and breakdown maintenance upon placement of order.

(2) Firm shall submit the bio-data and Photo Id's of employees whom they will depute for carrying out the preventive and breakdown maintenance. Firm shall intimate for any change of employee well in advance.

## ENCLOSURE -2

## Rate sheet (Illustrative)

| Sr. No.             | Activity / Service                                                                                                        | Frequency of Service | Quantity ( In Nos) | Total Services (A) | Unit Rate Per Service (Rs) (B) | Total Amount (C)<br>C= A*B |
|---------------------|---------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------|--------------------|--------------------------------|----------------------------|
| 1                   | Preventive maintenance (Including Breakdown Maintenance ) of DC rectifier ( 0 -504 V, 353 A, 178KW) as per scope enclosed | Quarterly            | 01 No              | 08 Nos             |                                |                            |
| Total               |                                                                                                                           |                      |                    |                    |                                |                            |
| Applicable taxes @% |                                                                                                                           |                      |                    |                    |                                |                            |
| Grand Total         |                                                                                                                           |                      |                    |                    |                                |                            |

- This is an illustrative rate sheet. Vendor has to quote in the similar Rate sheet available in MDL e-proc website <https://eprocuremdl.nic.in>.
- Technically qualified overall lowest offer (L1 bidder) indicated in the Price Bid on MDL's e-procurement portal will be considered for awarding the contract.
- No extra price shall be paid for spares being comprehensive contract.

**ENCLOSURE -3**

**MAZAGON DOCK SHIPBUILDERS LIMITED  
DOCKYARD ROAD,  
MUMBAI – 400 010**

**RTGS / NEFT – Mandate Authorisation Form**

|     |                    |  |
|-----|--------------------|--|
| 1.  | VENDOR NAME        |  |
| 2.  | PAN No.            |  |
| 3.  | VENDOR ADDRESS     |  |
| 4.  | VENDOR'S TELEPHONE |  |
| 5.  | E-MAIL ADDRESS     |  |
| 6.  | BANK NAME          |  |
| 7.  | BANK ADDRESS       |  |
| 8.  | ACCOUNT NO.        |  |
| 9.  | ACCOUNT TYPE       |  |
| 10. | NEFT CODE          |  |
| 11. | RTGS CODE          |  |
| 12. | MICR NO            |  |
| 13. | VAT NO.            |  |
| 14. | CST NO.            |  |
| 15. | EXCISE NO.         |  |
| 16. | SERVICE TAX NO.    |  |

We hereby declare that the particulars given above are correct and complete. If the transaction is delayed for reason of incomplete or incorrect information, we would not hold MDL responsible.

**Date**                      **Suppliers Seal**                      **Authorised Signature of the suppliers**

**Certified that the particular as per Serial No. 1 & 6 to 12 are correct as per our records.**

**Date**                      **Bank's Stamp**                      **Authorised Signatories of Bank Officers**

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**ENCLOSURE- 4**

**VENDOR DECLARATION**

**Sub:** Bi-annual comprehensive maintenance contract (BMC) of DC rectifier 0-504 V,  
353 A, 178KW.

We have visited your site and understood the Scope of Work and requirement given in the tender. We also confirm herewith that our quoted price/rates are in line with the above scope of work.

**M/s**.....

**SIGNATURE**.....

**NAME**.....

**DESIGNATION**

**STAMP**

**DATE:**



