

**Government of India**  
**Unique Identification Authority of India**  
**Regional Office: Block V, 1<sup>st</sup> Floor, HOUSEFED Complex,**  
**Dispur, Guwahati — 781 006**

**TENDER DOCUMENT**

**FOR**

**Supply, Installation, Testing and Commissioning of 1 No. 50KVA Diesel Engine Alternator set in sound proof acoustic enclosure and AMF panel along with post warranty Comprehensive maintenance of 3 years for UIDAI, *Regional Office (RO)*, Guwahati.**

**Date of Issue of Tender document: 02-02-2015 to 02-03-2015**

**Last date of Submission of Tender document: 05.03.2015**

**Cost of Tender document Rs. 100.00 (Rupees one hundred) only**

**Total number of pages including cover page = 55**



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**NIT No.UIDAI/RO-Ghy/Generator/10/2013**

**dated..... at Guwahati**

**Notice Inviting Tenders (NIT)**

1. Bids in sealed covers are invited for SITC of 50 KVA Diesel Engine Alternator & AMF panel and comprehensive maintenance for UIDAI, *Regional Office (RO)*, Guwahati. Please super-scribe the name of work, NIT number and date of opening of the Bids on the sealed cover to avoid the Bid being declared invalid.

Date of publication	Name of work	Estimated cost in Rs	EMD in Rs	Time Allowed	Last Date of Sale of NIT	Date of opening of Tender	Tender cost
28.01.2015	Supply, Installation, Testing and Commissioning of 1 no. 50KVA Diesel Engine Alternator set in sound proof acoustic enclosure and AMF panel along with Comprehensive maintenance of 1no. 50KVA Diesel Engine Alternator set and AMF panel for UIDAI, <i>Regional Office (RO)</i> , Guwahati.	8,50,000.00	17,000/-	2 Months	02.03.2015 at 1600 hrs	05.03.2015 at 15.30 hrs	100/-

2. The address and contact numbers for sending Bids or seeking clarifications regarding this RFP are given below -

a. Bids/queries to be addressed to: **Assistant Director General, UIDAI, Guwahati Regional Office.**

b. Postal address for sending the Bids:

**Assistant Director General,**  
**Unique Identification Authority of India (UIDAI)**  
**Regional Office, Block-V, 1<sup>st</sup> Floor**  
**Housefed Complex, Dispur, Guwahati-781006**

- c. Name/designation of the contact personnel: **Shri J.M. Sarmah, Dy Director.**  
d. Telephone numbers of the contact personnel: **0361-2265136**  
e. e-mail ids of contact personnel: **jayanta.sarmah@uidai.net.in**  
f. Fax number: **0361-2265125**

3. This RFP is divided into Seven Parts as follows:

- a. Part I – Contains General Information and Instructions for the Bidders about the RFP such as the time, place of submission and opening of tenders, Validity period of tenders, Eligibility criteria, EMD, etc.
- b. Part II – Contains essential details of the items/services required, Technical Specifications, Testing & acceptance, Delivery Period, Mode of Delivery and Consignee details etc.
- c. Part III – Contains General Conditions of RFP, which will form part of the Contract with the successful Bidder.
- d. Part IV – Contains Special Conditions applicable to this RFP and which will also form part of the contract with the successful Bidder.
- e. Part V – Contains Evaluation Criteria.
- f. Part VI – Format for Price Bids (This includes SOR)
- g. Part VII - Contains standard forms.

4. This RFP is being issued with no financial commitment and the UIDAI reserves the right to change or vary any part thereof at any stage. UIDAI also reserves the right to withdraw the RFP, should it become necessary at any stage.

5.(a) Tender documents can be purchased by eligible bidders, at the UIDAI office between the hours of **11:00 hrs** and **16:00 hrs from 02.02.2015 to 02.03.2015** every day except on Saturdays and Sundays and public Holidays on *submission of DD amounting to Rs.100/- in favour of PAO, UIDAI, New Delhi*. The cost of tender documents deposited along with the application for tender issue shall not be refunded even if the bidder is found ineligible for issue of tender documents. The Firm shall submit application for issue of tender documents on its printed letter head, accompanied with self attested copies of the documents in support of fulfilling the eligibility criterion.

(b) The tender forms can also be downloaded from the website [www.uidai.gov.in](http://www.uidai.gov.in)

6. The site for the work is available. Before tendering, the bidder shall inspect the site and fully acquaint himself about the condition with regard to accessibility of site and site nature and the extend of grounds, working condition, including stocking of materials, installation of T&P etc., and conditions affecting accommodation and movement of labour etc., required for the satisfactory execution of the contract

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Dispur, Guwahati — 781 006**

**NIT No. UIDAI/RO-Ghy/Generator/10/2013/1412 dated at Guwahati 27<sup>th</sup> January, 2015**

## **PRESS NOTICE**

The UIDAI, Regional Office Guwahati invites sealed tenders for the work “Supply, Installation, Testing and Commissioning of 1 No. 50KVA Diesel Engine Alternator set in sound proof acoustic enclosure and AMF panel along with Post warranty Comprehensive maintenance of 3 years for UIDAI, Regional Office (RO), Guwahati.” Last date of submission of bid is 05.03.2015

For further details kindly visit our website at “[www.uidai.gov.in](http://www.uidai.gov.in)”

**Assistant Director General**

## **Part I – General Information**

**1. Last date and time for depositing the Bids:** Up to **15:00 hrs on 05.03.2015**. The sealed Bids (both technical and Commercial,) should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.

**2.Manner of depositing the Bids:** Sealed Bids should be either dropped in the Tender Box or sent by registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non-delivery/ non-receipt of Bid documents. Bids sent by FAX or e-mail will not be considered.

**3. Time and date for opening of Bids:** At **15-30 hours on 05.03.2015**

(If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the UIDAI).

**4. Location of the Tender Box:** Unique Identification Authority of India (UIDAI),Regional Office, Block-V, 1<sup>st</sup> Floor, HOUSEFED COMPLEX, Dispur, Guwahati-781006. Only those Bids that are found in the tender box will be opened. Bids dropped in the wrong Tender Box will be rendered invalid.

**5. Place of opening of the Bids:** Unique Identification Authority of India (UIDAI), Regional Office, Block-V, 1<sup>st</sup> Floor, HOUSEFED COMPLEX, Dispur, Guwahati-781006 . The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative.

**6. Two-Bid system:** Two bids have been invited. However, only the Technical Bid would be opened on the time and date mentioned above. Date of opening of the Commercial Bid will be intimated after acceptance of the Technical Bids. Commercial Bids of only those firms will be opened, whose Technical Bids are found compliant/suitable after Technical evaluation is done by UIDAI.

### **7. Submission of Bids –**

- Bids should be submitted by Bidders under their original memo / letter pad inter alia furnishing details like TIN number, VAT/CST number, Bank address with EFT Account if applicable, etc and complete postal & e-mail address of their office and other documents as detailed below.

- The bidder shall submit two numbers of separate sealed Envelopes, marked as Envelope -I & Envelope-II.

- The name of work in brief, name of bidder, RFP number and date of opening of the technical Bid should be mentioned on each Envelope.

The Envelope -I must also contain the following:

- In case the tender documents are downloaded from the internet, Cost of Bid documents (*which shall not be refunded, even if bidder is found ineligible for issue of tender documents*) amounting to Rs. 100/- in form of a separate demand draft of a scheduled bank or Nationalized Bank / State Bank guaranteed by Reserve Bank of India, drawn in favour of *PAO, UIDAI, New Delhi*

- Earnest Money amounting to Rs.17,000/-(Rupees seventeen Thousand) Only in the form of BC/ FDR / DD / BG of Nationalised / Scheduled bank, guaranteed by Reserve Bank of India drawn in favour of *PAO, UIDAI, New Delhi*.

**(Proforma for BG attached at Appendix-B of Part-VII).**

- Self attested documents establishing eligibility. (The eligibility criteria have been given in the next clause.)

- Bidders are required to furnish clause by clause compliance of specifications/requirements mentioned in Part -II of the document, bringing out clearly the deviations from specification/requirements, if any. The Bidders are required to submit the compliance statement in the following format along with Technical Bid –

Para of RFP specifications item-wise	Specification of item offered	Compliance to RFP specification whether Yes/No	In case of non-compliance, deviation from RFP to be specified in unambiguous terms
Signature of the Bidder with Seal and Date			

**The Envelope-II shall contain the following:**

Price bid (Part-VI) filled in numerical and words and duly signed & stamped in all pages. The documents should be properly stitched & sealed.

Note: If the documents submitted in the Envelope-1 are found incomplete or not in proper form against requirements, then Envelope-2 containing price bid will not be opened at all & shall be returned to the bidder on the spot, if the bidder is present at the time of tender opening.

**8. ELIGIBILITY CRITERIA**

**The Bidders satisfying the following conditions are only eligible for bidding:**

- i. Average annual turnover during the last 3 years, ending 31<sup>st</sup> March of the previous financial year, should be at least 30% of the estimated cost put to tender.

**AND**

Central Government/State Government /Central Autonomous Body/Central Public sector Undertaking enlisted bidders in Electrical category of respective class as per their tendering limits.

**OR**

- ii. Engine manufacturers as per approved list with the capacity of engine not less than the DG set capacity proposed in the NIT.

**OR**

iii. OEM authorized by Engine manufacturer as per approved list with the capacity of engine not less than the DG set capacity proposed in the NIT. The letter of Authorization in Original from the Engine manufacturer will have to be produced by the OEMs.

**OR**

iv. Experience of having successfully completed similar works in Central Government/State Government /Central Autonomous Body/Central Public sector Undertaking during last **7 years** ending last day of month previous to the one in which applications are invited should be either of the following :-

a) Three similar successfully completed works costing not less than 40% of the estimated cost put to tender with DG set capacity not less than 40KVA (80% of individual capacity of the DG set).

**OR**

b) Two similar successfully completed works costing not less than 60% of the estimated cost put to tender) with DG set capacity not less than 40KVA (80% of individual capacity of the DG set) .

**OR**

c) One similar successfully completed work costing not less than 80% of the estimated cost put to tender with DG set capacity not less than 40KVA (80% of individual capacity of the DG set).

**9. Clarification regarding contents of the RFP:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the UIDAI in writing about the clarifications sought not later than 14 (fourteen) days prior to the date of opening of the Bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents.

**10. Modification and Withdrawal of Bids:** A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by the UIDAI prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security.

**11. Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the UIDAI may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

**12. Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.

**13. Unwillingness to quote:** Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.

**14. Validity of Bids:** The Bids should remain **valid for 90 days from the last date of submission of the Bids.**

**15. Earnest Money Deposit:**– Bidders are required to submit Earnest Money Deposit (EMD) for amount of 17,000/- along with their bids. The EMD may be submitted in the form of an Account Payee Demand Draft drawn in favour **PAO, UIDAI, New Delhi** , Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the public sector banks or a private sector bank authorized to conduct government business as per Appendix B of Part VII. EMD is to remain **valid for a period of forty-five days beyond the final bid validity period.** EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. EMD is not required to be submitted by those Bidders who are registered with the Central Purchase Organization (e.g. DGS&D), National Small Industries Corporation (NSIC). The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender.



## **Part II – Essential Details of Items/Services required**

### **1. SCOPE:**

The offer should cover complete supply, installation, testing, and commissioning of ready to use Diesel Engine Alternator set in acoustic enclosure, Control Panel, power cable, change over switch and 1 year of warranty period, with comprehensive AMC for 3 years. **The Control Panel shall be incorporated in the acoustic enclosure. However, the Control panel may also be installed outside the acoustic enclosure as per the site requirement.** All minor civil works, electrical and other works associated with installation and commissioning of the set shall be carried out by the tenderers. The tenderers would quote for complete lot to be executed under works contract.

### **2. REQUIREMENT:**

The **Engine Alternator** supplied should be of ready –to –use type (RTU), the BHP of Engine may be suitably enhanced as per site conditions in order to deliver the minimum required KVA at site, in case of water cooled engine it should be supplied with first filling of coolant and water mixture as per the manufacturer recommendation. The Engine shall be equipped with governor of class A1 or A2 accuracy and all standard fittings, flexible pipe, 1 no. 12 Volt 150 AH (minimum) sealed maintenance free lead acid automotive duty battery fixed between base frame, 200 litres (minimum) capacity fuel tank with steel wire braided fuel pipe, silencer, MS exhaust pipe of suitable size and length as per site requirement covered with two layers of 6 mm thick asbestos rope, instrument panel equipped with necessary instruments, directly coupled with Alternator of suitable capacity on a suitable length of common base frame, channel fixed on necessary AVM pads, providing tools for normal maintenance and all other accessories complete as required and as per detailed specifications attached. The Engine and the Enclosure shall conform to the latest environment (protection) act 1986 (29 of 1986) of ministry of Environment and forest notification No. dated 17th May 2002 and 12th July, 2004 and second amendment of 2002 and 2004 respectively. No set shall be accepted without the CPCB certificate of authorized agencies such as ARAI of Pune, NPL New Delhi, NSTL Vishakapatnam, FCRI Palghat and NAL Bangalore. The electrical compliance certificate must be signed by an accredited person.

### **3. OPERATING CONDITIONS:**

The engine alternator shall be capable of working at any ambient temperature between -30°C to 50° C and relative humidity 95% at 40° C up to an altitude of 2500 meters.

### **4. PERFORMANCE REQUIREMENT :**

- The working KVA rating at site condition after accounting for de-rating shall be obtained at 0.8 (lag) power factors.

- When there is an electrical main supply failure it will be required to work continuously for a period, which may even exceed 24hour at a time.
- The set shall be capable of taking 10% overload for a period of one hour during every 12hours period while operating continuously at full load.

**5. OUT PUT VOLTAGE, FREQUENCY AND WAVE FORM:**

Nominal out put voltage shall be 415 volt with  $\pm 1.5\%$  manual adjustment at all conditions of the load. Frequency shall be 50 cycle per second  $\pm 1.5$  Hz in sinusoidal out put waveform.

**6. DIESEL ENGINE:**

Engine shall be reciprocating compression ignition engine as per manufacturer standard design and conforming to IS10001-1981& BS5514

**7. LUBRICATION:**

Lubrication shall be positive pressure type lubricating all moving parts. No moving parts shall require lubrication by hand either prior to the starting of the engine or while it is in operation. Temperature and pressure gauge shall be fitted to the lubricating system.

**8. FUEL TANK:**

Fuel tank with usable capacity of 200 liters (minimum), made up of 2mm thickness MS sheet, shall be suitably installed inside the canopy and connected to the Engine through steel wire braided fuel pipe line for easy maintenance. The tank shall have a pipe level indicators marked in liters, filling inlet with removable screen, fuel out let located at minimum of 25mm above the bottom , drain plug, air vent and necessary piping, hand fuel pump etc. The outlet of the hand fuel pump supplied shall be provided with 3- meter long reinforced hosepipe.

**9. FUEL PIPING:**

Steel wire braided pipe with hydraulically compressed benzo of superior quality shall be provided for fuel piping.

**10. SPEED AND GOVERNING:**

The engine shall operate on 1500 RPM, and be able to meet site conditions with regard to Voltage, Speed, Frequency and regulation equipped with governor of suitable Class A1 or A2 accuracy.

**11. ENGINE START:**

Engine shall be cold and self-starting type. The starter battery shall have suitable copper connecting lead, sufficient to meet engine starting and control gear requirement as per manufacturer specification.

**12. BATTERY CHARGING:**

The battery charging shall be done through alternator and solid-state battery charger.

**13. THE ENGINE SHALL HAVE FOLLOWING ACCESSORIES: -**

- (i) Heavy duties fly wheel.
- (ii) Coupling with guard.
- (iii) Fuel Pump.
- (iv) Governor.
- (v) Pre filters.
- (vi) Heavy Duty Air Cleaner.
- (vii) Water separator Fuel Filter.
- (viii) Pre-filter in lift pump/button filter.
- (ix) Lubricating oil filter.
- (x) Residential exhaust silencer.
- (xi) Starter.
- (xii) Alternator.
- (xiii) Blower Fan
- (xiv) Mechanical type hour meter cum RPM indicator.

**14.(A) ENGINE INSTRUMENT PANEL: -**

It shall comprise of the following: -

- (i) Starting switch with key.
- (ii) Lubricating oil temperature gauge.
- (iii) Lubricating oil pressure gauge.
- (iv) Battery charging ammeter.

**14.(B). SAFETY TRIPPING ARRANGEMENT:-**

- (i) Safety control (auto cut off) for low lub oil pressure.
- (ii) Safety control (trip) for high water temperature.
- (iii) Safety control (trip) for high Cylinder head temperature.

**15. ALTERNATOR**

- (i) The alternator shall be copper wound and totally enclosed for screen protected class-H insulation, designed and constructed to withstand tropical condition. Voltage regulation shall be  $\pm 1.5\%$ . And shall be conforming to IS 13364 (Part I): 1992
- (ii) The winding shall be star connected and neutral shall be brought out to the terminal box for earth with two independent earths. The terminal of the alternator out put shall be enclosed in the terminal box. The AC/DC wiring shall be separated from each other.
- (iii) Radio interference suppressor should be provided in case of slip ring type Alternator

**16. AMF CONTROL PANEL:**

- (a) AMF Control panel shall be cubical type made of 16 gauge CRCA sheet with hinged type openable covers mounted above base frame at suitable location of EA set and supported on both sides on base frame. Rubber pads of 6mm thickness shall be provided between the base frame and control panel support. All the control panel wiring should be easily accessible and shall have sufficient working space for making connections of cables etc. A manual bypass switch shall be provided on the control panel for total bypass of the AMF system. The changeover from Mains supply to EA set supply should be possible in manual mode with AMF relay totally bypassed. A tinned copper earth stud of adequate dimension shall be provided.
- (b) The panel shall be consisting of the following: -
- (i) 2 Nos. of 4 poles 100A MCCB (with adjustable current setting).
  - (ii) Contactors: -2 Nos. minimum, of suitable rating 4 - pole Power Contactor for Main commercial supply and Diesel EA set supply (Electrically & Mechanically interlocked ) with contactor coil.
  - (iii) The supply to the coil of mains contactor is to be provided with the help of a Static Voltage Regulator having wide input range from 90 volt to 300 volt and output within the operating range of the contactor coil.
  - (iv) **Microprocessor based Automatic Mains Failure Controller** (suitable for 12V DC) with following functions :
    - (a) As the operating range of power plant (90v to 300v) and AC voltage stabilizer is quite wide, the AMF relay should be able to trigger EA set for starting and stopping in accordance with this range.
    - (a) Switch the load to the Engine supply after suitable time delay, after starting the Engine on mains failure/phase failure / low voltage / high voltage.
    - (b) Switch the load back to the Mains supply after suitable time delay, when healthy mains supply is restored and stopping the Engine.
    - (d) Attempt to start the Engine up to three times on failure of earlier attempts with suitable time intervals.
    - (e) AMF Relay should have facility for RS 232 serial communication interference following TCP/IP Protocol.

- (v) 1 No. Multifunctional meter to indicate Voltage, Current, PF, Frequency & kWh.
- (vi) Push button for Stop, Reset, Tests and Acknowledge.
- (vii) Recessed type hooter.
- (viii) RYB LED indication for indicating Mains/EA set supply = 2 sets.
- (x) DC Ammeter [0-15A], DC Voltmeter [0-30V] of size 96mm x 96mm with selector switch for trickle /boost charging through battery charger and battery charging unit.
- (xi) Selector switches for Auto /Manual operation.
- (xii) **Battery Charger:** The charger shall be of of SCR or SMPS type with automatic trickle and boost charging facility, current and voltage limiting circuits to avoid over charging, short circuit, reverse polarity protection and auto cut off facility when genset is “ON”. DC voltmeter and ammeter of approved make, HRC fuse on DC side & DP MCB on AC side. It shall be provided in addition to Dynamo along with the engine. The tenderer shall include AC input cord with 3 pin top and DC wiring of the battery charger with 2.5 mm<sup>2</sup> copper conductor in recess / surface metal conduit / armoured cable. Make of charger should be got approved by the Engineer – in – charge before actual installation at site..

(c) **Audiovisual indication for :**

- Lack of Fuel.
- Low Lub Oil Pressure.
- High cylinder / water temperature.
- Engine Overspeed

(d) **Safety Control Trip in the event of :**

- Low lubricating oil pressure.
- High cylinder / water temperature.
- Lack of Fuel
- Over speed

- (e) Connections of Control wiring shall be done screwless connector strips and ferrules for identification on both ends. AC and DC wiring shall be separated distinctly.

**17. CONTROL WIRING:**

- i) The control wiring shall be done with PVC insulated copper wires of minimum 1.5 sq. mm. size.

- ii) The control wiring shall be provided with identification ferrules at each end.
- iii) More than two wires shall not be terminated at any one terminal.
- iv) The wires shall be arranged and supported in such a manner that they shall be separately bunched.
- v) Runs of wires shall be neatly bunched and suitably supported and clamped. A.C and D.C wiring shall be separately bunched
- vi) All control wiring meant for external connections are to be brought out on a terminal board.

## **18. ROUTINE TESTS :**

The control panels shall be subjected to following routine tests before commissioning.

- i. Insulation resistance test with 500 volts meggar
- ii. Polarity test.
- iii. Earth continuity test.
- iv. Control circuit wiring test.

## **19.0 TEST PROFORMA:**

### **19.1 SCOPE :**

19.1.1 This section lays down the procedure for conducting test on the installation. In general the procedure laid down here shall be followed, which is at variance, the same may be adopted.

### **19.2 PHYSICAL CHECKS:**

19.2.1 Particulars such as name plate details of all major components/ equipments shall be recorded and compared with what has been offered by the contractor as per the concluded agreement.

19.2.2 Physical visual inspection of the installations specially on the following aspect shall be conducted.

- a. Firmness of mounting.
- b. Verticality of installed set.
- c. Tightness of nuts & bolts.
- d. Proper installation of exhaust pipe.
- e. Insulation of exhaust pipe.
- f. Provision of guards on EA set coupling joint.
- g. Proper location of fuel tank
- h. Size of electrical cables as per approved plan.
- i. Termination of cables.
- j. Ratings of various fuses
- k. Termination of earth leads on neutral & body.

**19.3 EARTH RESISTANCE:**

19.3.1 Measurements shall be taken in respect of earth resistance or earth stations provided for grounded of neutral and body. The resistance shall be measured by isolating the connecting earth lead in respect of all earth stations individually. The results shall be recorded as under:-

Sl. No.	Identification of Earth station	Used for	Earth stations (ohms)
1	2	3	4

**19.4 RUN TEST:**

13.4.1 Both the engine shall be given a test run continuously for at least seven hours with alternator supplying full rated load. During this run following observation shall be recorded.

Sl.No.	ITEM	Time ( After start of run test)						
		1 Hr.	2Hr.	3Hr.	4Hr.	5Hr.	6Hr.	7Hr
1.	Lubricating oil pressure							
2.	Exhaust gas colour							
3.	Speed of Engine							
4.	Output voltage							
5.	Load current							

**19.5 STATOR TEMPERATURE RISE TEST:**

13.5.1 The alternator shall be loaded at full rated and stator (alternator body) temp. be recorded as under at interval of 30 minutes till such time three consecutive readings are same.

Sl.No.	Time (hrs.)	Ambient Temp. (deg. C)	Stator Temp . (deg. C)

The temp. rise shall be maintained within 60 deg. C above the ambient.

**19.6 FUEL CONSUMPTION TEST:**

- i) Fuel consumption for half an hour shall be measured after the full load operating conditions have stabilized.
- ii) During the measurement the load shall be maintained unchanged.
- iii) The fuel consumption shall be compared with values given in technical particulars.

**19.7 OVERLOAD TEST:**

- 19.7.1 Overload test to the extent of 10% over the rated load for one Hr. shall be conducted immediately after the full load run test.
- 19.7.2 The various parameters as in the case of run test shall regularly be monitored and recorded.
- 19.7.3 After the overload test the load shall be normalized to rated value and all parameters recorded accordingly in addition to recording stator body temp.

**ENGINE GOVERNOR:**

Suitable to meet requirement as given under speed Governing of A/T Test

**SPEED GOVERNING:**

The engine shall run steadily and load upto its maximum rated load to the standards given below:

LOAD VARIATION	Maximum change of speed as A percentage of rated speed	
* Load variation on suddenly taking off or throwing on the rated load	Temporary change	10%
	Permanent Change	4%
* On change of load by any step of 20 percent of the rated load	Temporary change	3%
	Permanent Change	2%

When the Engine Alternator is delivering 10% and 100% of the rated power output, the steady load speed band shall not exceed 1% of the rated speed.

The recovery time from temporary distribution to the steady load speed band at the new shall not exceed 3 second after taking off or throwing on the rated load.

**19.8 INSULATION TEST :**

- i) Insulation test shall be conducted after testing the EA set at over load.
- ii) The insulation resistance between the stator coil and frame shall be measured with 500 volts megger.
- iii) The insulation resistance of alternator winding shall be not below :-

$$\frac{\text{Rated output Voltage}}{1000 + \text{Rated output in KVA}} + 1 \text{ Mega Ohm}$$



- iv) Insulation resistance of control wiring with 500V megger shall be measured which shall not be less than one mega ohm.

#### 19.9 REGULATION TEST:

- i) The voltage from no load to full rated load at 0.8 P.F and from no load to half the rated load at P.F shall be measured between phase & neutral under automatic and manual regulation mode which shall not exceed 5% of the nominal rated output voltages.
- ii) In automatic regulation made the recovery time shall be noted which shall not exceed 3 seconds.
- iii) The frequency of output supply of various load conditions shall be noted and recorded. The variation shall be compared with the accuracy standards specified.
- iv) Change in speed of engine with change in load conditions shall be observed and compared with standards laid down for the speed governor.

#### 19.10 FUNCTIONAL TEST:

- i) Functional tests in respect of various components like controls. Interlocks, measuring devices, battery charger and annunciation devices shall be considered.

#### 19.11 BATTERY TEST:

- i) The battery shall be tested for six successive attempts for starting of engine in order establish healthy condition of battery.

#### 19.12. Proforma for Load Test

Srl. No	Item Description	After			
		1st hr	2nd hr	3 <sup>rd</sup> hr	4th hr
1	Lubricating oil pressure				
2	Colour of the exhaust smoke ( Visual)				
3	RPM				
4	Current & Voltage				
5	Wattage-KWH				
6	Water temperature				
7	Initial Diesel Level				
8	Initial Hour meter reading				
9	Final Diesel Level				
10	Final Hour meter reading				
11	Check Fuel consumption				

**19.13. Performa for Temperature rise test for Alternator**

(Take three consecutive readings)

Time	Ambient Temp:	Temperature on alternator body

After stopping the load test of engine, take insulation test between stator coil and body with 500V megger . (The resistance shall not be less than 1 Mega ohm).

**20. SOUND PROOF ENCLOSURE:**

- (i) The canopy should be sound proof, weather proof & environment friendly.
- (ii) The sound proof canopy shall meet the requirements of environment (protection) Rules 1986 as laid down by Ministry of Environment and forests read with GSR-371(E) dated 17<sup>th</sup> May 2002, GSR520 (E) dated 1.7.2003 and GSR (E) dated 12/7/2004 in respect of noise level for the E/A sets or as amended and applicable at the time of supply.
- (iii) The canopy shall be designed for maximum permissible sound pressure level for D.G. sets shall be 75db (A) at one meter from the enclosure (canopy) surface. The D.G. set shall be provided with proper exhaust muffler with insertion loss of minimum 25db (A).
- (iv) Suitable see through window made of transparent polymer sheet/heat resistant glass of thickness not less than 10 mm for visibility of meters/indications etc. on control panel shall be provided.
- (v) The doors shall be doubled walled and openable for easy access to virtually every part of E/A set for comfortable maintenance.
- (vi) Suitable G.I. Bus bar shall be provided in the canopy for neutral and body earthing separately. All the equipments in the canopy shall be connected together with suitable G.I. strip and in turn to the Bus bars for body earthing
- (vii) The sound proof canopy design shall have Adequate ventilation with heat removal arrangement and shall meet the requirements as per MOEF/CPCB norms. The difference of temperature inside the canopy than out side ambient temperature should not increase beyond 7<sup>0</sup>C as per CPCB norms.
- (viii) All exposed moving parts like radiator fan, flexible coupling, ventilation (Exhaust) fan etc. shall be provided with suitable wire mesh/guard to avoid any accident during running of set and all exposed metal parts shall be suitably painted to prohibit corrosion.
- (ix) The enclosure (canopy) housing with base frame shall be provided with sufficient structural strength for vibration etc.
- (x) The enclosure shall have enough space for housing of the control panel & fuel tank and also shall have arrangement for lifting, fuel filling, fuel & oil drains, air breathing, emergency stop push button.

**21. GENERAL REQUIREMENT:**

- (i) The set shall have minimum vibration and noise under all conditions of load. The set shall be properly dynamically balanced. Anti vibration mounting shall be provided for supporting the set.
- (ii) The set shall be fitted with radio interference suppressors in case of slip ring type alternator.
- (iii) The size of EA set base frame channels shall be 100mmX50mm and not less than 5mm thick. Each channel shall be provided with 3 ribs in between the ends and also holes for earth connections.
- (iv) Control wiring shall be done with suitable 1.5sq.mm multi strand PVC insulated copper conductor cable.
- (v) Earthing provision should be made for earthing all non-current carrying metal parts of the equipment. Earth lugs of suitable size shall be provided.
- (vi) All the exposed moving parts like coupling etc. shall be provided with suitable guards covering.
- (vii) All exposed metal parts shall be suitably finished to prohibit corrosion.
- (viii) A nameplate showing rating connection diagram should be provided on Engine and Alternator. All the important and major parts should bear their catalogue number make of the parts etc. All the control wiring shall be provided with letter number ferules at both ends.
- (ix) One set of Tools as per the list mentioned below shall be supplied along with the DEA set:

List of the tools to be supplied by the contractor free of cost.

Sl.no.	Description of Tools	Quantity
1.	Combination set (one end ring and other end open) spanner set 3/0" to X 1 1/4 " 14 pieces per set.	1 set
2.	Socket set 1/2" square drive 3/8 "to 1 "(set of 11 nos.).	1 set
3.	Reducer 1/2" male X 3/8 "female.	1 no
4.	Filler Gauge 6 "long.	1 no.
5.	Nose pliers.	1 no.
6.	Adjustable Wrench 250 mm chromo plated.	1 no.
7.	Ball point Hammer (2 lbs.)	1 no.
8.	Allen Key set 1/16" to 3/8".	1 set.

**22. TESTING AND A/T**

The firm shall test the set itself as per the UIDAI schedule and practice before offering for Acceptance Test by UIDAI. All the relevant tests to check the performance of the set shall be conducted (A/T) at site after installation as per the decision of the UIDAI. Diesel and lubricant oil shall be supplied by the contractor for 8 hours successful Acceptance testing of the set. The necessary artificial load and any other necessary manpower, material, consumables etc will be provided free of cost by the contractor at the time of testing / A/T. In case the set does not pass the test due to inherent defects in the equipment or due to faulty workmanship, then the

contractor has to re-supply the necessary fuel oil and lubricant required while re-offering the DEA set for testing.

**23. PROGRAMME FOR EXECUTION:**

- (a) The firm shall supply the detailed programme to the UIDAI, RO for getting the DEA Set along with acoustic enclosure and control panel within **fifteen** days of the award letter. The programme shall contain details about submission of drawing, test reports & tentative dates for inspection/testing by the department.
- (b) The firm shall get system drawing approved from the UIDAI. The approval of drawings will not absolve the firm from its responsibilities for supplying and installing the system in accordance with the relevant specifications/codes/agreement conditions.
- (c) The contractor shall impart training to the operator deputed by the department for operation and attending the minor fault free of cost.
- (d) All work will be executed as per CPWD (Internal / External) specification, relevant IE Rules

**24. COMPLETION OF WORK:**

The time allowed for carrying out the work will be (a) **2 (Two) months** from the 10<sup>th</sup> day after the date of written order to commence the work for Sub-Head-I & Sub-Head-II as mentioned in Price Bid and (b) **36 (Thirty six) Months** from the expiry of warranty period specified in the NIT for Sub-Head-III as mentioned in Price Bid.

The contractor has to submit a time schedule and the same has to be accepted by the Engineer – in – charge & the contractor shall comply with such time schedule. The work is deemed to have been completed after successful completion of the acceptance testing as per the I standards / Inspecting Authority.

**25. QUALITY ASSURANCE:**

**The EI works are executed in accordance to the IE rules/CPWD specifications.** Other works are of specialized nature and executed as per departmental specifications. The substation works are inspected by designated Electrical Inspectors. Other works viz. A/C plants, **E/A sets**, fire detection system are tested by Acceptance Testing authorities of the organization as per the prescribed Engineering instructions. The work is considered to be completed only after the successful completion of Acceptance Testing.

**26. TEST CERTIFICATES AND PUBLICATIONS:**

Following documents shall be made available at the sites:

- (i) One set of Engine and Alternator hand book.
- (ii) One Panel wiring diagram.
- (iii) One factory test Certificate.
- (iv) One set of Operation & Maintenance manual.
- (v) One set of Spare/ parts catalogue.
- (vi) Log books for Operation.

Failing which bill may not be processed for payment and in this respect the decision of the UIDAI shall be final and binding on the contractor.

**27. STORES AND MATERIALS:**

All the stores and materials required for the work shall be arranged at work site by the firm from his own resources or open market. It should be clearly understood that no claim whatsoever should be entertained by the department on this account. Safe custody of the materials brought at site shall be firm's responsibility till the installation is taken over by the department after successful testing & commissioning. Accommodation for erection crew will not be provided by the department.

**28. CO-ORDINATION:**

Generally more than one agency is working at the same premises. It shall be the aim of agencies that on their account the work of the other agencies is not delayed. Full co-ordination and co-operation shall therefore be extended during the execution of the work to ensure prompt and quality work.

**29. SPECIAL CONDITIONS:**

- (i) All accessories included in the standard set like safeties, solenoid valve etc. shall be got from the manufacturers as a part of equipment.
- ii) The layout of the work will be given by the UIDAI Regional office Guwahati or his duly authorized representative at site of works.
- iv) The contractor has to test the control panel for the insulation and continuity for which nothing extra is payable.
- v) The contractor has also to arrange the following test :
  - Earthing test.
  - Insulation test
  - Continuity test.
- vii) Any damage done to the building during the execution of work will have to make good at the entire satisfaction of UIDAI.
- viii) List of Approved Makes:

1	ENGINE	Cummins/KOEL/Mahindra & Mahindra
2	Alternator(Brushless)	Crompton Greaves (AL. series) / KEC / Leroy Somer / Stamford/Jyoti Ltd
3	Battery (Lead Acid / Mntc. Free)	Amara Raja / AMCO / Farukawa / Hitachi/ Exide/ Prestolite / Standard
4	MCCB(Ics=Icu)	L&T/ Schneider Electric / Siemens
5	SDF units	L&T/ Schneider Electric / Siemens/ HPL/Havells
6	Power Contactors	L&T/ Schneider Electric / Siemens/ Lakshmi(LECS)
7	Change Over Switch	HPL / Havells / H-H Elcon
8	Intelligent APFC Relay	L&T/EPCOS(Siemens)/ Schneider Electric/ Neptune Ducati/Syntron/ABB
9	Bus Bar Trunking/ Sandwiched Bus Duct	Moeller/L&T/SchneiderElectric/ABB/Legrand/Zeta
10	Digital/ KWHr meter	Schneider Electric/ AE/ Digitron / IMP/ Meco / Rishabh / Universal/HPL/L&T/ABB
11	Cold shrink HT/LT Cable Joint	Denson / 3M(M-Seal )/ Raychem
12	Rubber Matting	ISI mark
13	MCB/ Isolator/ ELCB/RCCB/Distribution Board MS/ PVC Conduit	Crompton / Havells / Indokopp / MDSLegrand/ L&T / Schneider Electric/Siemens / Standard/ C&S/ABB/HPL
14	MS/ PVC Conduit	ISI mark
15	Cable Tray	MEM/Bharti/Ratan/Slotco/Profab
16	HT/LT Cables	ISI mark
17	PVC insulated copper conductor wire	ISI mark
18	GI/MS Pipe	ATC / ATL / BST / GSI / ITC / ITS / IIA /JST / Jindal /TTA / Tata/Zenith
19	Resin Bonded Glass Wool	Fibre Glass / Pilkington / UP Twiga
20	Expanded Polystyrene	BASF(India) Ltd.
21	Gauge	Feibig / H.Guru / Pricol
22	Controls	FLICA / Honeywell / Indfoss / Penn-Danfoss / Ranco / Ranutrol / Sporland
23	Fine Filters	Anfiltra Effluent / ARW / Athlete/Airtake/ Dyna / Kirsloskar/ Puromatic/Purafill/ Purolator / Tenacity
25	GI Sheet	HSU Jindal / National / Nippon Denro /Sail / Tata

Note:. Items which are not included in the “list of approved makes” only ISI/ISO marked material shall be used. In case ISI/ISO marked is not available in particular item, material conforming to BS, shall be provided.

The accessories such as CT/PT/measuring instrument/ relays provided by approved make in respect of Transformer / DG/ Units as supplied by approved manufacturer along with the equipments are also acceptable in addition.

### **30. SCOPE OF MAINTENANCE :**

All the equipments/ materials supplied will be under comprehensive AMC.

#### **a. Tasks to be performed within first 15 days from the date taking over.**

- i) Inspect the E/A set, check all the safety devices, starting, battery, control panel, AMF panel, cable connections, Fuel Line etc.
- ii) Note down the short falls and report to authority.

#### **b. Tasks to be performed during comprehensive maintenance**

- i) The contractor shall keep all the EA sets including associated electrical connection and accessories in clean and healthy working condition.
- ii) The contractor shall attend day-to-day faults promptly and within 8 hrs of reporting so as to bring back the units to satisfactory working condition.
- iii) In order to reduce the break down /maintenance costs and in the best interest of the contractor and Dept, the timely attending of even minor defects are recommended.
- iv) Carrying out maintenance tasks as mentioned in the check list maintain the register and service report. The same shall be available for inspection.
- v) Comprehensive periodical preventive maintenance as per maintenance schedule for EA set attached, and breakdown repairs including supplying and replacement of defective components of engine, calibration of fuel pump, repairs to alternator, checking of all components in the control panel, change over switches in panel/office premises and replacing of defective components, safety controls, meters, AVMs, Battery, battery charger (built in), with gears and static battery charger, control panel accessories, lub oil, filters, cable connections, change over switches, electrical inter connection all included. The EA sets and accessories shall be handed over in satisfactory working condition on the completion of the comprehensive maintenance.
- vi) In order to reduce the maintenance cost contractor is to attend minor faults then and there.

- vii) Proper workings of the fuel pump of the EA sets may be ensured to reduce fuel consumption.
- viii) The EA Sets and accessories and the site shall be maintained neat and clean, and check the safety norms for proper working to avoid accidents and fire hazards.
- ix) The specific and actual fuel consumption of each engine shall be recorded and any variation in this shall be rectified.
- x) The set shall be load tested once in a year for full load and over load in the presence of the engineer in charge or his authorized representative for a minimum period of 4 hours.
- xi) Diesel shall be supplied by the UIDAI but any short fall in load (Inductive/resistive) shall be arranged by the agency.

### 31. Maintenance schedule to be followed

Sl.No	Description of maintenance	Monthly	Half Yearly
1	<b>CHECK LEVEL AND TOP UP</b>		
	i. Oil in engine &Fuel	√	
	ii. Oil in air cleaner	√	
	iii. Oil in FIP	√	
	iv. Fresh water level in heat exchanger	√	
	v. Water /coolant in radiator	√	
	vi Electrolyte in battery	√	

Sl.No	Description of maintenance	Monthl y	Half Yearly
2	<b>CHECK TIGHTNESS OF</b>	√	
	i) Battery terminals& apply Vaseline	√	
	ii) Fan belt	√	
	iii)Hose connections in cooling system	√	
	iv) Fuel piping connections	√	
	v). Exhaust piping connections.	√	
	vi) Engine mountings	√	
	vii) Engine drive unit coupling	√	
	viii) Electrical connections at instrument panel.	√	
	ix) Radiator cowl stay &gap between fan and cowl.	√	
3.	<b>START AND RUN THE ENGINE</b>		
	i) Check and recording RPM, Voltage	√	
	ii) Check and record oil pressure.	√	
	iii) Check battery charging	√	
	iv) Check and record max. Operating temperature.	√	



<b>4.</b>	<b>CHECK LEAK FROM</b>		
	i) Fuel piping & injector high-pressure lines	√	
	ii) Exhaust manifold flange & connections	√	
	iii) Engine oil filter and other areas.	√	
<b>5.</b>	<b>Check The Routing &amp; Alignment</b>	√	
	i) Check alignment of engine to driven unit.	√	
	ii) Check routing capillary tube to temperature gauge.	√	
	iii) Check routing of Speedo cable to avoid any kind of formations	√	
<b>6.</b>	<b>Cleaning</b>		
	i) Clean air cleaner	√	
	ii) Clean fuel feed pump strainer.	√	
<b>7.</b>	<b>Lubrication and Replacement</b>		
	i) Replace Lub oil filter, Fuel Filter & seal rings (engine)(The date will be displayed)		√

Sl.No	Description of maintenance	Monthly	Half Yearly
	ii) Replace engine oil.(lub oil) )(The date will be displayed)The removed oil shall be kept at site for verification.		√
	iii) Replace oil & filter in air cleaner		√
	iv) Adjust valve clearance.		√
	v) Checking and cleaning of radiator.(Water-cooled)		√
	vi)Replacement of rubber components such as, all hoses, belts, etc		√ (If Reqd)
	vii)Check and tighten all fuel connections.		√
	viii) Check the electric starter & re-condition if required.		√
	ix) Check the alternator/ dynamo, starter & stop solenoid re-condition if required.		√
	x) Check Clean cut outs, contact points.		√
	xi) Clean the T/C turbine and compressor without dismantling the same from the engine.		√
	xii)Check vibration damper		√
	xiii)Check and replace lub oil in fuel pump/injector pump.		√
<b>8.</b>	<b>Checking and rectification of all safety controls indication and alarms such as</b>		
	i)Low lub. Oil pressure gauge.		√
	ii) High cylinder head temperature cut off		√
	iii) High water temperature gauge		√

	iv) Over speed relay		√
	v) Low fuel alarm and indication		√
	vi)Checking and replacement of all fused Indicating lamps in Control panel and Instrument panel.		√
	vii)Checking of tappet clearance		√
<b>9</b>	i) Checking of battery charger and its functioning		√
	ix) Checking of IR values of alternator, battery charging alternator, and starting motor.		√

Sl.No	Description of maintenance	Monthly	Half Yearly
<b>1</b>	x) Checking of earth values. If found below 5 ohm remedial action shall be taken.( The results shall be displayed),Painting the earth pit& Numbering		√
<b>2</b>	xi)Checking and replacement of faulty CT, MCB,MCCB, fuses, contactors, control wires, selector switch, insulators, meters, Cables, change over switches, and including AMF panel.		√

### 32. Alternator maintenance (Check points)

Sl.No	Description of maintenance	Monthly	Half Yearly
<b>1.</b>	<b>Preliminary checks.</b>		
	i) Cleaning dust and other solid particles.	√	
	ii) Check ventilation	√	
	iii) Check abnormal noise.	√	
	iv) Check terminal Connections of various elements according to the diagram supplied by each manufacturer.	√	
	v) Check the protection equipment is properly set.	√	
<b>2.</b>	i) Connections on Automatic (for normal operation) and connection of regulator.	√	
	ii) Continuity of connections (Check all connections are tight.)	√	
<b>3</b>	i) Running speed of set.	√	
	ii) Adjust the compounding trf. Air gap(If required).	√	
	iii) Check connections, broken/ loosen	√	
	iv)Check regulator/electronics AVR	√	
	v) Check the exciter circuit.	√	
	vi) Check fuses in the rotor & Diodes.	√	
	vii)Check the IR values	√	
<b>4.</b>	i) Check &varnish the alternator to improve the IR values if required. Or every pre monsoon seasons.		√
	ii)Paint the rusted parts of E/A , Panel, Fuel tank ,Fuel Line & Exhaust line etc( Once in two year		√

**33. Exemption**

- a. Total Replacement of E/A set
- b. Total Replacement of Power cable from E/A panel to Changeover Switch in office building.

**34. Delivery Period** - Delivery period for supply of items would be 2 months from the effective date of contract. Please note that Contract can be cancelled unilaterally by the UIDAI in case items are not received within the contracted delivery period. Extension of contracted delivery period will be at the sole discretion of the UIDAI, with applicability of LD clause.

**35. Consignee details –**

**Shri J. M. Sarmah**  
**Deputy Director**  
**Unique Identification Authority of India (UIDAI)**  
**Regional Office, Block-V, 1<sup>st</sup> Floor**  
**HOUSEFED COMPLEX, Dispur, Guwahati-781006**

## **Part III – General Conditions of RFP**

The Bidder is required to give confirmation of their acceptance of the General Conditions of the Request for Proposal mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Seller or supplier in the Contract) as selected by the UIDAI. Failure to do so may result in rejection of the Bid submitted by the Bidder.

1. **Law:** The Contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.

2. **Effective Date of the Contract:** The contract shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.

3. **Arbitration:** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per Appendix K of the UIDAI's Procurement Manual (can be provided on request).

4. **Penalty for use of Undue influence:** The Bidder undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the UIDAI or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Bidder or any one employed by him or acting on his behalf (whether with or without the knowledge of the Bidder) or the commission of any offers by the Bidder or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the UIDAI to cancel the contract and all or any other contracts with the Bidder and recover from the Bidder the amount of any loss arising from such cancellation. A decision of the UIDAI or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Bidder. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Bidder towards any officer/employee of the UIDAI or to any other person in a position to influence any officer/employee of the UIDAI for showing any favour in relation to this or any other contract, shall render the Bidder to such liability/ penalty as the UIDAI may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the UIDAI.

5. **Agents / Agency Commission:** The Bidder confirms and declares to the UIDAI that the Bidder is the original manufacturer of the stores/provider of the services referred to in this Contract and has not engaged any individual or firm, whether Indian or foreign whatsoever,

to intercede, facilitate or in any way to recommend to the Government of India or any of its functionaries, whether officially or unofficially, to the award of the contract to the Bidder; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The Bidder agrees that if it is established at any time to the satisfaction of the UIDAI that the present declaration is in any way incorrect or if at a later stage it is discovered by the UIDAI that the Bidder has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract, the Bidder will be liable to refund that amount to the UIDAI. The Bidder will also be debarred from entering into any supply Contract with the Government of India for a minimum period of five years. The UIDAI will also have a right to consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the Bidder who shall in such an event be liable to refund all payments made by the UIDAI in terms of the Contract along with interest at the rate of 2% per annum above Bank rate. The UIDAI will also have the right to recover any such amount from any contracts concluded earlier with the Government of India.

**6. Access to Books of Accounts:** In case it is found to the satisfaction of the UIDAI that the Bidder has engaged an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency Commission and penalty for use of undue influence, the Bidder, on a specific request of the UIDAI, shall provide necessary information/ inspection of the relevant financial documents/information.

**7. Non-disclosure of Contract documents:** Except with the written consent of the UIDAI/ Bidder, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.

**8. Liquidated Damages:** In the event of the Bidder's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training, etc as specified in this contract, the UIDAI may, at his discretion, withhold any payment until the completion of the contract. The UIDAI may also deduct from the BIDDER as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed/undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores.

**9. Termination of Contract:** The UIDAI shall have the right to terminate this Contract in part or in full in any of the following cases:-

- (a) The delivery of the material is delayed for causes not attributable to Force Majeure for more than one month after the scheduled date of delivery.
- (b) The Bidder is declared bankrupt or becomes insolvent.
- (c) The delivery of material is delayed due to causes of Force Majeure by more than one month.
- (d) The UIDAI has noticed that the Bidder has utilised the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.
- (e) As per decision of the Arbitration Tribunal.
- (f) With mutual agreement

**10. Notices:** Any notice required or permitted by the contract shall be written in the English language and may be delivered personally or may be sent by FAX or registered pre-paid mail/airmail or email, addressed to the last known address of the party to whom it is sent.

11. **Transfer and Sub-letting:** The Bidder has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or any part thereof.

12. **Patents and other Industrial Property Rights:** The prices stated in the present Contract shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks and payments for any other industrial property rights. The Bidder shall indemnify the UIDAI against all claims from a third party at any time on account of the infringement of any or all the rights mentioned in the previous paragraphs, whether such claims arise in respect of manufacture or use. The Bidder shall be responsible for the completion of the supplies including spares, tools, technical literature and training aggregates irrespective of the fact of infringement of the supplies, irrespective of the fact of infringement of any or all the rights mentioned above.

13. **Amendments:** No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.

#### 14. **Taxes and Duties**

##### **i) General -**

1. If Bidder desires to ask for excise duty or Sales Tax / VAT extra, the same must be specifically stated. In the absence of any such stipulation, it will be presumed that the prices include all such charges and no claim for the same will be entertained.

2. If reimbursement of any Duty/Tax is intended as extra over the quoted prices, the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of such duty/tax will be entertained after the opening of tenders.

3. If a Bidder chooses to quote a price inclusive of any duty/tax and does not confirm inclusive of such duty/tax so included is firm and final, he should clearly indicate the rate of such duty/tax and quantum of such duty/tax included in the price. Failure to do so may result in ignoring of such offers summarily.

4. If a Bidder is exempted from payment of any duty/tax upto any value of supplies from them, he should clearly state that no such duty/tax will be charged by him up to the limit of exemption which he may have. If any concession is available in regard to rate/quantum of any Duty/tax, it should be brought out clearly. Stipulations like, the said duty/tax was presently not applicable but the same will be charged if it becomes leviable later on, will not be accepted unless in such cases it is clearly stated by a Bidder that such duty/tax will not be charged by him even if the same becomes applicable later on. In respect of the Bidders, who fail to comply with this requirement, their quoted prices shall be loaded with the quantum of such duty/tax which is normally applicable on the item in question for the purpose of comparing their prices with other Bidders.

5. Any change in any duty/tax upward/downward as a result of any statutory variation in excise taking place within contract terms shall be allowed to the extent of actual quantum of such duty/tax paid by the supplier. Similarly, in case of downward revision in any duty/tax, the actual quantum of reduction of such duty/tax shall be reimbursed to the UIDAI by the

Bidder. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the Bidder.

**ii) Customs Duty –**

1. For imported stores offered against forward delivery, the Bidder shall quote prices thereof exclusive of customs duty. The Bidder shall specify separately the C.I.F. prices and total amount of customs duty payable. They will also indicate correctly the rate of customs duty applicable along with Indian Customs Tariff Number. Customs duty as actually paid will be reimbursed on production of necessary documents i.e.

(i) Triplicate copy of the bill of entry; (ii) copy of bill of lading; (iii) a copy of foreign principal's invoice.

However, if the Bidder imports the stores in question against his own commercial quota Import Licences, he will also be required to submit in addition the triplicate copy of bills of entry etc. a certificate from his Internal Auditor on the bill itself, to the effect that the following items/quantity in the bill of entry related to the stores imported against UIDAI contract number..... dated.....

2. Subsequent to the reimbursement of customs duty, the Bidder will submit to the concerned Payment Authority a certificate to the effect that he has not obtained any refund of customs duty subsequent to the payment of duty to the Customs authority by him. In addition, he shall also submit to the Paying Authority concerned a certificate immediately after a period of three months from the date of payment of the duty to customs authorities to the effect that he has not applied for refund of the customs duty subsequent to the payment of duty to the customs authorities by him.

3. In case the Bidder obtains any refund of customs duty, subsequently to the payment of the same by him to the customs authorities and reimbursement of the customs duty to him by the Payment Authority, he should forthwith furnish the details of the refund obtained and afford full credit of the same to the UIDAI.

**iii) Excise Duty**

1. Where the excise duty is payable on ad valorem basis, the Bidder should submit along with the tender, the relevant form and the Manufacturer's price list showing the actual assessable value of the stores as approved by the Excise authorities.

2. Bidders should note that in case any refund of excise duty is granted to them by Excise authorities in respect of Stores supplied under the contract, they will pass on the credit to the UIDAI immediately along with a certificate that the credit so passed on relates to the Excise Duty, originally paid for the stores supplied under the contract. In case of their failure to do so, within 10 days of the issue of the excise duty refund orders to them by the Excise Authorities the UIDAI would be empowered to deduct a sum equivalent to the amount refunded by the Excise Authorities without any further reference to them from any of their outstanding bills against the contract or any other pending Government Contract and that no disputes on this account would be raised by them.

3. The Bidder is also required to furnish to the Paying Authority the following certificates:

(a) Certificate with each bill to the effect that no refund has been obtained in respect of the reimbursement of excise duty made to the Bidder during three months immediately preceding the date of the claim covered by the relevant bill.

(b) Certificate as to whether refunds have been obtained or applied for by them or not in the preceding financial year after the annual Audit of their accounts also indicating details of such refunds/applications, if any.

(c) A certificate along with the final payment bills of the Bidder to the effect whether or not they have any pending appeal/protest for refund or partial refund of excise duties already reimbursed to the Bidder by the Government pending with the Excise authorities and if so, the nature, the amount involved, and the position of such appeals.

(c) An undertaking to the effect that in case it is detected by the Government that any refund from Excise Authority was obtained by the Bidder after obtaining reimbursement from the Paying Authority, and if the same is not immediately refunded by the Bidder to the Paying Authority giving details and particulars of the transactions, Paying Authority will have full authority to recover such amounts from the Bidder's outstanding bills against that particular contract or any other pending Government contracts and that no dispute on this account would be raised by the Bidder.

4. Unless otherwise specifically agreed to in terms of the contract, the UIDAI shall not be liable for any claim on account of fresh imposition and/or increase of Excise Duty on raw materials and/or components used directly in the manufacture of the contracted stores taking place during the pendency of the contract.

#### **iv) Sales Tax / VAT**

1. If it is desired by the Bidder to ask for Sales tax / VAT to be paid as extra, the same must be specifically stated. In the absence of any such stipulation in the bid, it will be presumed that the prices quoted by the Bidder are inclusive of sales tax and no liability of sales tax will be developed upon the UIDAI.

2. On the Bids quoting sales tax extra, the rate and the nature of Sales Tax applicable at the time of supply should be shown separately. Sales tax will be paid to the Bidder at the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale is legally liable to sales tax and the same is payable as per the terms of the contract.

#### **v) Octroi Duty & Local Taxes**

1. Normally, materials to be supplied to Government Departments against Government Contracts are exempted from levy of town duty, Octroi Duty, Terminal Tax and other levies of local bodies. The local Town/Municipal Body regulations at times, however, provide for such Exemption only on production of such exemption certificate from any authorised officer. Bidder should ensure that stores ordered against contracts placed by this office are exempted from levy of Town Duty/Octroi Duty, Terminal Tax or other local taxes and duties. Wherever required, they should obtain the exemption certificate from the UIDAI, to avoid payment of such local taxes or duties.

2. In case where the Municipality or other local body insists upon payment of these duties or taxes the same should be paid by the Bidder to avoid delay in supplies and possible demurrage charges. The receipt obtained for such payment should be forwarded to the UIDAI without delay together with a copy of the relevant act or bylaws/notifications of the Municipality of the local body concerned to enable him to take up the question of refund with the concerned bodies if admissible under the said acts or rules.



## Part IV – Special Conditions of RFP

The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Bidder in the Contract) as selected by the UIDAI. Failure to do so may result in rejection of Bid submitted by the Bidder.

**1. Performance Guarantee:** The Bidder will be required to furnish a Performance Guarantee by way of Bank Guarantee through a public sector bank or a private sector bank authorized to conduct government business for a sum equal to 10% of the contract value within 30 days of receipt of the confirmed order. Performance Bank Guarantee should be valid up to 60 days beyond the date of warranty. The specimen of PBG is given at Appendix- A of Part-VII.

**2. Payment Terms for Bidders:** It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/ /NEFT/RTGS mechanism instead of payment through cheques, wherever feasible. A copy of the model mandate form prescribed by RBI to be submitted by Bidders for receiving payments through ECS/ /NEFT/RTGS can be given on request. The payment will be made as per the following terms, on production of the requisite documents as mentioned in clause 7:

- a) In respect of supply, installation, testing & commission up of 50KVA DEA set in sound proof acoustic enclosure, along with control panel, power cables, change over switch and other items as listed in Part-II:-100% payment against users certification of complete installation, successful commission and acceptance of the above.
- b) In respect of post warranty comprehensive AMC for 3 Years: On quarterly basis on submission of user's clearance certificate
- b) Quarterly payments on submission of User clearance certificate in respect of AMC contracts.

**3. Advance Payments:** No advance payment(s) would be made.

**4. Paying Authority: Regional Office, UIDAI, Guwahati**

The payment of bills will be made on submission of the following documents by the Bidder to the Paying Authority along with the bill:

- i. Ink-signed copy of Commercial invoice Seller/Supplier's bill.
- ii. Copy of Supply Order/Contract
- iii. Inspection note.
- iv. User Acceptance
- v. Claim for statutory and other levies to be supported with requisite documents / proof of payment such as Excise duty challan, Octroi receipt, etc as applicable.
- vi. Exemption certificate for Excise duty / Customs duty, if applicable.
- vii. Guarantee / Warranty certificate
- viii. Xerox Copy of Performance Bank guarantee.
- ix. DP extension letter, indicating whether extension is with or without LD.

- x. Details for electronic payment viz. Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code (if these details are not incorporated in supply order/contract).
- xi. Any other document / certificate that may be provided for in the Supply Order / Contract.

**5. Fall clause:** The following Fall clause will form part of the contract placed on successful Bidder -

a. The price charged for the stores supplied under the contract by the Bidder shall in no event exceed the lowest prices at which the Bidder sells the stores or offer to sell stores of identical description to any persons/Organisation including the purchaser or any department of the Central government or any Department of state government or any statutory undertaking the central or state government as the case may be during the period till performance of all supply Orders placed during the currency of the rate contract is completed.

b. If at any time, during the said period the Bidder reduces the sale price, sells or offer to sell such stores to any person/organisation including the UIDAI or any Deptt, of central Govt. or any Department of the State Government or any Statutory undertaking of the Central or state Government as the case may be at a price lower than the price chargeable under the contract, the Bidder shall forthwith notify such reduction or sale or offer of sale to the Director general of Supplies & Disposals and the price payable under the contract for the stores of such reduction of sale or offer of the sale shall stand correspondingly reduced. The above stipulation will, however, not apply to:--

- i. Exports by the Bidder.
- ii. Sale of goods as original equipment at price lower than lower than the prices charged for normal replacement.
- iii. Sale of goods such as drugs which have expiry dates.
- iv. Sale of goods at lower price on or after the date of completion of sale/placement of the order of goods by the authority concerned under the existing or previous Rate Contracts as also under any previous contracts entered into with the Central or State Govt. Depts, including their undertakings excluding joint sector companies and/or private parties and bodies.

c. The Bidder shall furnish the following certificate to the Paying Authority along with each bill for payment for supplies made against the Rate contract – “We certify that there has been no reduction in sale price of the stores of description identical to the stores supplied to the Government under the contract herein and such stores have not been offered/sold by me/us to any person/organisation including the purchaser or any department of Central Government or any Department of a state Government or any Statutory Undertaking of the Central or state Government as the case may be up to the date of bill/the date of completion of supplies against all supply orders placed during the currency of the Rate Contract at price lower than the price charged to the government under the contract except for quantity of stores categories under sub-clauses (a), (b) and (c) of sub-para (ii) above details of which are given below -

**6. Risk & Expense clause:**

1. Should the stores or any installment thereof not be delivered within the time or times specified in the contract documents, or if defective delivery is made in respect of the stores

or any installment thereof, the UIDAI shall after granting the Bidder 45 days to cure the breach, be at liberty, without prejudice to the right to recover liquidated damages as a remedy for breach of contract, to declare the contract as cancelled either wholly or to the extent of such default.

2. Should the stores or any installment thereof not perform in accordance with the specifications / parameters provided by the BIDDER during the check proof tests to be done in the UIDAI's country, the UIDAI shall be at liberty, without prejudice to any other remedies for breach of contract, to cancel the contract wholly or to the extent of such default.

3. In case of a material breach that was not remedied within 45 days, the UIDAI shall, having given the right of first refusal to the BIDDER be at liberty to purchase, manufacture, or procure from any other source as he thinks fit, other stores of the same or similar description to make good:-

a. Such default.

b. In the event of the contract being wholly determined the balance of the stores remaining to be delivered thereunder.

4. Any excess of the purchase price, cost of manufacturer, or value of any stores procured from any other supplier as the case may be, over the contract price appropriate to such default or balance shall be recoverable from the BIDDER.

**7. Force Majeure clause:**

a. Neither party shall bear responsibility for the complete or partial nonperformance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.

b. In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences. c. The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than 10 (Ten) days from the moment of their beginning.

d. Certificate of a Chamber of Commerce (Commerce and Industry) or other competent authority organization of the respective country shall be a sufficient proof of commencement and cessation of the above circumstances.

e. If the impossibility of complete or partial performance of an obligation lasts for more than 6 (six) months, either party hereto reserves the right to terminate the contract totally or partially upon giving prior written notice of 30 (thirty) days to the other party of the intention to terminate without any liability other than reimbursement on the terms provided in the agreement for the goods received.

**8. Specification:** The following Specification clause will form part of the contract placed on successful Bidder - The Bidder guarantees to meet the specifications as per Part-II of tender and to incorporate the modifications to the existing design configuration to meet the specific

requirement of the UIDAI Services as per modifications/requirements recommended after the Maintenance Evaluation Trials, if any. All technical literature and drawings shall be amended as the modifications by the Bidder before supply to the UIDAI. The Bidder, in consultation with the UIDAI, may carry out technical up-gradation/alterations in the design, drawings and specifications due to change in manufacturing procedures, indigenization or obsolescence. This will, however, not in any way, adversely affect the end specifications of the equipment. Changes in technical details, drawings repair and maintenance techniques along with necessary tools as a result of up-gradation / alterations will be provided to the UIDAI free of cost within reasonable time of affecting such up-gradation/alterations.

**9. OEM Certificate:** In case the Bidder is not the OEM, the agreement certificate with the OEM for sourcing the spares shall be mandatory. However, where OEMs do not exist, minor aggregates and spares can be sourced from authorized vendors subject to quality certification.

**10. Earliest Acceptable Year of Manufacture:** Quality / Life certificate will need to be enclosed with the Bill.

**11. Transportation:** A Transportation clause, on the following lines, will form part of the contract placed on the successful Bidder. The stores shall be delivered at HOUSEFED Complex, Dispur Last Gate, Guwahati, Assam at the space earmarked by UIDAI regional office for installation of equipments. Bidder will bear the costs and freight necessary to bring the goods to the destination. The Bidder also has to procure all necessary insurance against the UIDAI's risk of loss of or damage to goods during the carriage. The Bidder will contract for insurance and pay the insurance premium. No part shipment of goods would be permitted. Trans-shipment of goods would not be permitted. In case it becomes inevitable to do so, the Bidder shall not arrange part-shipments and/or transshipment without the express/prior written consent of the UIDAI.

**12. Quality:** The quality of the stores delivered according to the present Contract shall correspond to the technical conditions and standards valid for the deliveries of the same stores for in Bidder's country or specifications enumerated as per RFP and shall also include therein modification to the stores suggested by the UIDAI. Such modifications will be mutually agreed to. The Bidder confirms that the stores to be supplied under this Contract shall be new i.e. not manufactured before (Year of Contract), and shall incorporate all the latest improvements and modifications thereto and spares of improved and modified equipment are backward integrated and interchangeable with same equipment supplied by the Bidder in the past if any. The Bidder shall supply an interchangeability certificate along with the changed part numbers wherein it should be mentioned that item would provide as much life as the original item.

**13. Quality Assurance:** Bidder would provide the User Acceptance Test (UAT) Report within two months of this date of contract. UIDAI reserves the right to modify the (UAT). Bidder would be required to provide all test facilities at his premises for acceptance and inspection by UIDAI, if the nature of goods and the terms of the supply so warrant. The details in this regard will be coordinated during the negotiation of the contract. The item should be of the latest manufacture, conforming to the current production standard and having 100% defined life at the time of delivery.

**14. Inspection Authority:** The Inspection will be carried out by UIDAI RO Guwahati / its designated agency. The details of inspecting authorities will be specified by UIDAI RO Guwahati one week days prior to the starting of inspection.

**15. Pre-Dispatch Inspection (PDI) :** No PDI will be carried out. Inspection will be post dispatch.

**16. Franking clause:** The following Franking clause will form part of the contract placed on successful bidder.

a. **Franking Clause in the case of Acceptance of Goods** “The fact that the goods have been inspected after the delivery period and passed by the Inspecting Officer will not have the effect of keeping the contract alive. The goods are being passed without prejudice to the rights of the UIDAI under the terms and conditions of the contract”.

b. **Franking Clause in the case of Rejection of Goods** “The fact that the goods have been inspected after the delivery period and rejected by the Inspecting Officer will not bind the UIDAI in any manner. The goods are being rejected without prejudice to the rights of the UIDAI under the terms and conditions of the contract.”

**17. Claims:** The following Claims clause will form part of the contract placed on successful Bidder –

a. The claims may be presented either: (a) on quantity of the stores, where the quantity does not correspond to the quantity shown in the Packing List/Insufficiency in packing, or (b) on quality of the stores, where quality does not correspond to the quality mentioned in the contract.

b. The quantity claims for deficiency of quantity shall be presented within 45 days of acceptance of goods.

c. The quality claims for defects or deficiencies in quality noticed acceptance of goods. Quality claims shall be presented for defects or deficiencies in quality noticed during warranty period earliest but not later than 45 days after expiry of the guarantee period.

d. The description and quantity of the stores are to be furnished to the Bidder along with concrete reasons for making the claims. Copies of all the justifying documents shall be enclosed to the presented claim. The Bidder will settle the claims within 45 days from the date of the receipt of the claim at the Bidder’s office, subject to acceptance of the claim by the Bidder. In case no response is received during this period the claim will be deemed to have been accepted.

e. The Bidder shall collect the defective or rejected goods from the location nominated by the UIDAI and deliver the repaired or replaced goods at the same location under Bidder’s arrangement.

f. Claims may also be settled by reduction of cost of goods under claim from bonds submitted by the Bidder or payment of claim amount by Bidder through demand draft drawn on an Indian Bank, in favour of the UIDAI g. The quality claims will be raised solely by the UIDAI and without any certification/countersignature by the Bidder’s representative.

**18. Warranty/Guarantee:**

- a) (i) The entire installation system shall be guaranteed against any inherent defect of faulty workmanship and for its perfect functioning for a period of 1(one) year from the date of successful AT of entire system.
- (ii) Free services as per manufacturer's standard practice and norms will be provided free of cost.

**OR**

- b). The following Warranty will form part of the contract placed on successful Bidder –
  - i. The Bidder warrants that the goods supplied under the contract conform to technical specifications prescribed and shall perform according to the said technical specifications.
  - ii. The Bidder warrants for a period of 12 months from the date of acceptance of stores or date of installation and commissioning, whichever is later, that the goods/stores supplied under the contract and each component used in the manufacture thereof shall be free from all types of defects/failures.
  - iii. If within the period of warranty, the goods are reported by the UIDAI to have failed to perform as per the specifications, the Bidder shall either replace or rectify the same free of charge, within a maximum period of 45 days of notification of such defect received by the Bidder, provided that the goods are used and maintained by the UIDAI. Warranty of the equipment would be extended by such duration of downtime. Record of the down time would be maintained by the user in the logbook. Spares required for warranty repairs shall be provided free of cost by the Bidder. The Bidder also undertakes to diagnose, test, adjust, calibrate and repair/replace the goods/equipment arising due to accidents by neglect or misuse by the operator or damage due to transportation of the goods during the warranty period, at the cost mutually agreed to between the UIDAI and the Bidder.
  - iv. The Bidder also warrants that necessary service and repair back up during the warranty period of the equipment shall be provided by the Bidder and he will ensure that the downtime is within 1% of the warranty period.
  - v. The Bidder shall associate technical personnel of the Maintenance and Quality Assurance Division of the UIDAI or its authorized agency during warranty repair and shall also provide the details of complete defects, reasons and remedial actions for defects.
  - vi. If a particular equipment/goods fails frequently and/or, the cumulative down time exceeds 2% of the warranty period, the complete equipment shall be replaced free of cost by the Bidder within a stipulated period of 3 days of receipt of the notification from the UIDAI. Warranty of the replaced equipment would start from the date of acceptance by the UIDAI/date of installation and commissioning.

**19. Annual Maintenance Contract (AMC) Clause:** The following AMC clause will form part of the contract placed on successful Bidder -

- a. The Bidder will provide comprehensive AMC for a period of 3 years after warranty period. The AMC services should cover the repair and maintenance of all the equipment

and systems purchased under the present Contract. The UIDAI Furnished Equipment which is not covered under the purview of the AMC should be separately listed by the Bidder. The AMC services would be provided in two distinct ways:

i. **Preventive Maintenance Service:** The Bidder will provide Preventive Maintenance Service as per the prescribed schedule to carry out functional check-ups and minor adjustments/ tuning as may be required.

ii. **Breakdown maintenance Service:** In case of any breakdown of the equipment/system, on receiving a call from the UIDAI, the Bidder is to provide maintenance service to make the equipment/system serviceable.

b. Response time: The response time of the Bidder should not exceed 1 hour from the time the breakdown intimation is provided by the UIDAI.

c. Serviceability of 99 % per year is to be ensured. This amounts to total maximum downtime of 3.5 days per year. Also unavailability should not exceed 8 hours at one time. Required spares to attain this serviceability may be stored at site by the Bidder at his own cost. Total down time would be calculated at the end of the year. If downtime exceeds permitted downtime, LD would be applicable for the delayed period.

d. Maximum repair turnaround time for equipment/system would be 3 days. However, the spares should be maintained in a serviceable condition to avoid complete breakdown of the equipment/system so that the time limit of unavailability do not exceed 8 hours.

e. Technical Documentation: All necessary changes in the documentation (Technical and Operators manual) for changes carried out on hardware and software of the equipment will be provided.

f. During the AMC period, the Bidder shall carry out all necessary servicing/repairs to the equipment/system under AMC at the current location of the equipment/system. Prior permission of the UIDAI would be required in case certain components/sub systems are to be shifted out of location. On such occasions, before taking over the goods or components, the Bidder will give suitable bank guarantee to the UIDAI to cover the estimated current value of item being taken.

g. The UIDAI reserves its right to terminate the maintenance contract at any time without assigning any reason after giving a notice of one month. The Bidder will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the Bidder for maintenance services already performed in terms of the contract, the same would be paid to it as per the contract terms.

## Part V – Evaluation Criteria

1. **Evaluation Criteria:** The broad guidelines for evaluation of Bids will be as follows:  
a. Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP, both technically and commercially.

b. The technical Bids forwarded by the Bidders will be evaluated by the UIDAI with reference to the technical characteristics of the equipment as mentioned in the RFP. The compliance of Technical Bids would be determined on the basis of the parameters specified in the RFP. The Price Bids of only those Bidders will be opened whose Technical Bids would clear the technical evaluation.

c. The Lowest Bid will be decided upon the lowest price quoted by the particular Bidder as per the Price Format given at Part-VI. The consideration of taxes and duties in evaluation process will be as follows:

All taxes and duties (including those for which exemption certificates are issued) quoted by the Bidders will be considered. The ultimate cost to the UIDAI would be the deciding factor for ranking of Bids.

d. The Bidders are required to spell out the rates of Customs duty, Excise duty, VAT, Service Tax, etc in unambiguous terms; otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices. If reimbursement of Customs duty / Excise Duty / VAT is intended as extra, over the quoted prices, the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of such duties will be entailed after the opening of tenders. If a Bidder chooses to quote a price inclusive of any duty and does not confirm inclusive of such duty so included is firm and final, he should clearly indicate the rate of such duty and quantum of excise duty included in the price. Failure to do so may result in ignoring of such offers summarily. If a Bidder is exempted from payment of Customs duty / Excise Duty / VAT duty upto any value of supplies from them, they should clearly state that no excise duty will be charged by them up to the limit of exemption which they may have. If any concession is available in regard to rate/quantum of Customs duty / Excise Duty / VAT, it should be brought out clearly. Stipulations like, excise duty was presently not applicable but the same will be charged if it becomes leviable later on, will not be accepted unless in such cases it is clearly stated by a Bidder that excise duty will not be charged by him even if the same becomes applicable later on. In respect of the Bidders who fail to comply with this requirement, their quoted prices shall be loaded with the quantum of excise duty which is normally applicable on the item in question for the purpose of comparing their prices with other Bidders. The same logic applies to Customs duty and VAT also.

e. In import cases, all the foreign quotes will be brought to a common denomination in Indian Rupees by adopting the exchange rate as BC Selling rate of the State Bank of India on the date of the opening of Price Bids.

f. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.



- g. UIDAI reserves the right to evaluate offers received by using Discounted case Flow method of discount rate of 10%
- h. The Lowest Acceptable Bid will be considered further for placement of contract / Supply Order after complete clarification and price negotiations as decided by the UIDAI.
- i. Any other criteria as applicable to suit a particular case.

**2. Signing of Contract:** The successful bidder , on acceptance of his bid by the UIDAI, shall, within 15 days sign the contract consisting of the notice inviting tender, all documents including drawings, if any, forming the tender as issued at the time of inviting of tender & acceptance thereof together with any correspondence leading thereto.

The agreement to be signed on non-judicial stamp paper and the cost to be decided as per the prevailing local bye-laws.

## Part VI : Price Bid Format:

The Price Bid Format is given below and Bidders are required to fill this up correctly with full details.

1. Details of Engine & Alternator to be supplied by the Bidder:

ENGINE DETAILS: -

- 1) Make & Model: -
- 2) No of Cylinder: -
- 3) Bore Diameter: -
- 4) Rated BHP of Engine: -(i) as per BS 5514  
(ii) as per NTP condition

ALTERNATOR DETAILS: -

- 1) Make & Model : -
- 2) Efficiency : - % at full load, .8 p.f.
- 3) Insulation used: -
  - a) Stator. Class .....
  - b) Rotor. Class .....

Signature of the Bidder with Seal and Date

## 2. Prices break up ( To be filled by the bidder &amp; duly signed)

Sl. No.	Description of item (Schedule of Requirement)	Quantity	Unit	EX-FACTORY PRICE		Excise Duty		Sales Tax		Freight, Forwarding, packing & Insurance		Other levies & charges, if any		Unit price (all inclusive) [4+6+8+10+11]	Total price inclusive of all levies & charges, including Duties & Taxes. (3x12)	Excise Duty Tariff Head
				Amount	(%)	Amount	(%)	Amount	(%)	Amount	Amount					
1	2	3	4	5	6	7	8	9	10	11		12	13	14	15	
<b>Sub-Head-I (Supply of DEA set with canopy and control panel)</b>																
1	Supply of multi cylinder water cooled electric start Ready to Use (RTU) type, 3phase, 415Volts, 50Hz, Diesel Engine Alternator set of minimum full load capacity of 50KVA at 0.8(lag) power factor at site conditions in an acoustic enclosure, with Diesel Engine of minimum 62BHP at 1500 RPM and Alternator and control Panel made up of 16 gauge CRCA sheet, complete with all the switchgears, control accessories, suitable numbers of outgoings etc. as per the specifications given the document.	1	set													

**TOTAL FOR SUB-HEAD-I**

Signature of Bidder with Seal and Date

Sl. No.	Description of item ( Schedule of Requirement)	Quantity	Unit	Labour portion (for unit Quantity Excluding Service Tax)	Service Tax	Total Rate (5 + 6)	Total Amount (Col.3 x Col.7)
				Amount	Amount	Amount	Amount
1	2	3	4	5	6	7	8
1.	<p><b>Sub-Head-II (ITC of DEA set with canopy, AMF control panel, Cabling, Earthing and CC foundation)</b></p> <p>Installation, testing and commissioning of the above mentioned Diesel Engine Alternator set along with acoustic enclosure and control Panel on the existing foundation including making connection of alternator terminal to control panel with suitable size of PVC insulated PVC sheathed Al. conductor armoured cable, initial testing and making all arrangement for conducting Acceptance testing as per the direction of the Engineer-in-Charge and as per the specifications attached.</p>	1	Job				

Signature of Bidder with Seal and Date

2.	a) Supplying and Laying of one number 3½ core 25Sq.mm, PVC insulated and PVC sheathed / XLPE power cable of 1.1 KV grade direct in ground including excavation, sand cushioning, protective covering and refilling the trench etc as required.	100	Mtrs.				
	b) Supplying, Laying and fixing of one number 3½ core 25Sq.mm PVC insulated and PVC sheathed/ XLPE power cable of 1.1 KV grade of on wall surface as required.	50	Mtrs				
	c) Supplying and making end termination with brass compression gland and aluminium lugs for size of 3½ X 25 sq. mm (28mm) PVC insulated and PVC sheathed / XLPE aluminium conductor cable of 1.1 KV grade as required.	2	Sets				
3.	Earthing with G.I. earth plate 600 mm X 600 mm X 6 mm thick including accessories, and providing masonry enclosure with cover plate having locking arrangement and watering pipe of 2.7 metre long etc. with charcoal/ coke and salt as required.	4	Sets				

Signature of Bidder with Stamp and Seal

4.	a) Providing and fixing 25 mm X 5 mm G.I. strip in 40 mm dia G.I. pipe from earth electrode including connection with G.I. nut, bolt, spring, washer excavation and re-filling etc. as required.	15	Mtrs				
	b) Providing and fixing 25 mm X 5 mm G.I. strip on surface or in recess for connections etc. as required.	10	Mtrs				
	c) Providing and fixing 6 SWG dia G.I. wire on surface or in recess for loop earthing as required.	10	Mtrs				
5	Providing and fixing 415Volt, 100Amp 4pole ON-LOAD change over switch in sheet steel enclosure on wall with M.S base frame i/c providing cable glands, lugs etc., interconnection, minor civil works and making good the damages as required..	2	Each				

Signature of Bidder with Seal and Date

6	Providing Cement concrete foundation of 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size) ratio i/c centering & shuttering , finishing with fine sand mortar and angle iron frame on the four edges etc. complete for the above DEA set as required.	3	Cu. Mtrs.				
	<b>TOTAL FOR SUB-HEAD-II</b>						
	<b>Sub-Head-III (Comprehensive maintenance)</b>						
1.	Providing comprehensive maintenance of above 1x50KVA Diesel E/A set as per the Scope of Maintenance, specifications and Conditions etc. as attached including replacement of faulty components in E/A set, E/A set control panel, E/A starting battery, battery charger (External), AMF Panels, cables, change over switch etc. as required.  (Scope of work, maintenance schedule and various services are already given)						
	(i) Total cost for first year (after warranty period)	1	Job				
	(ii) Total cost for second year (after warranty period)	1	Job				
	(iii) Total cost for third year (after warranty period)	1	Job				
	<b>TOTAL FOR SUB-HEAD-III</b>						

Signature of Bidder with Seal and Date

**3. ABSTRACT OF COST:** (To be filled by the bidder & duly signed.)

Name of Work : Supply, Installation, Testing and Commissioning of 1no. 50KVA Diesel Engine Alternator set in sound proof acoustic enclosure and AMF panel along with Comprehensive maintenance of 1no. 50KVA Diesel Engine Alternator set and AMF panel etc for UIDAI, *Regional Office (RO)*, Guwahati.

Sl.No.	Description	Amount in Rupees both figures & words.
1.	TOTAL FOR SUB-HEAD-I	
2.	TOTAL FOR SUB-HEAD-II	
2.	TOTAL FOR SUB-HEAD-III	

-----  
TOTAL AMOUNT (Inclusive of all taxes and duties ) in Figure

TOTAL AMOUNT (Inclusive of all taxes and duties ) in Words:

(Signature of Bidder)

With stamp and Seal



# PART VII — Standard Forms

## APPENDIX- A: PERFORMANCE BANK GUARANTEE

(To be stamped in accordance with Stamp Act)

The non-judicial stamp paper should be in the name of issuing Bank

Ref..... Bank Guarantee No.....

Date.....

To

Unique Identification Authority of India  
Government of India  
3<sup>rd</sup> Floor, Tower II, Jeevan Bharati Building,  
Connaught Circus, New Delhi-110001

Dear Sirs,

1. In consideration of the President of India, Unique Identification Authority of India, on behalf of the President of India, (hereinafter referred to as the ‘Owner’ which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to M/s..... with its Registered/Head office at ..... (hereinafter referred to as the “Contractor” which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), a Contract by issue of Notification of award No..... dated ..... and the same having been acknowledged by the Contractor, resulting in a Contract, bearing No..... dated.....valued at.....for..... (scope of Contract) and the Contractor having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract not exceeding Rs. .... (in words & figures).

2. We.....(Name & Address of Bank Branch) having its Head office at ..... (hereinafter referred to as the ‘Bank’, which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the amounts due and payable under this guarantee without any demur, reservation, context, recourse or protest and/or without any reference to the Contractor merely on a demand from the Owner stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Owner by reason of breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the Contractor(s)’ failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive and binding not withstanding any difference between the Owner and the Contractor or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. We agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable till the Owner discharges this guarantee.

3. The Owner shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee, from time to time to extent the time for performance of the Contract by the Contractor. The Owner shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Contractor, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Owner and the Contractor or any other course or remedy Procurement Manual or security available to the Owner. The Bank shall not be released of its obligations under these presents by any exercise by the Owner of its liberty with reference to the matters aforesaid or any of them or by reason of any other act of omission or commission on the part of the Owner or any other indulgences shown by the Owner or by any other matter or thing whatsoever which under law would, but for this provision have the effect of relieving the Bank.

4. The Bank also agrees that the Owner at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and not withstanding any security or other guarantee the Owner may have in relation to the Contractor's liabilities.

5. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Service Provider(s).

6. Notwithstanding anything contained hereinabove:

(1) Our liability under this guarantee is restricted to Rs. .... (in words & figures).

(2) This Bank Guarantee will be valid upto .....; and

(3) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only upon service of a written claim or demand by you on or before .....

In witness whereof the Bank, through its authorised officer, has set its hand and stamp on this.....day of.....20.....at.....

**WITNESS**

.....  
(Signature)

.....  
(Name)

.....  
(Official Address)

.....  
(Signature)

.....  
(Name)

.....  
(Designation with Bank Stamp)

Attorney as per  
Power of Attorney No.....  
Dated.....

**APPENDIX- B: BANK GUARANTEE FOR EMD**

**(To be stamped in accordance with Stamp Act)**

**The non-judicial stamp paper should be in the name of issuing Bank**

**Ref.....**

**Bank Guarantee No.....**

**Date.....**

To  
Unique Identification Authority of India  
Government of India  
3<sup>rd</sup> Floor, Tower II, Jeevan Bharati Building,  
Connaught Circus, New Delhi-110001

Dear Sirs,

1. In accordance with Invitation to Bid under your Specification No..... M/s..... having its Registered/Head Office at..... (hereinafter called the 'Bidder') wish to participate in the said Bid or..... and you, as a special favour have agreed to accept an irrevocable and unconditional Bank Guarantee for an amount of..... valid upto ..... on behalf of Bidder in lieu of the Bid deposit required to be made by the Bidder, as a condition precedent for participation in the said Bid.

2. We, the ..... Bank at ..... (local address) having our Head office at ..... guarantee and undertake to pay immediately on demand by Planning Commission Unique Identification Authority of India on behalf of the President of India, the amount of ..... (in words & figures) without any reservation, protest, demur and recourse. Any such demand made by said 'Owner' shall be conclusive and binding on us irrespective of any dispute or difference raised by the Bidder.

3. This guarantee will not be discharged due to the change in the constitution of the Bank or the Supplier(s)/Service Provider(s).

4. Notwithstanding anything contained hereinabove:

(1) Our liability under this guarantee is restricted to Rs. .... (in words & figures).

(2) This Bank Guarantee will be valid upto .....; and

(3) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only upon service of a written claim or demand by you on or before .....

In witness whereof the Bank, through its authorised officer, has set its hand and stamp on this.....day of.....20.....at.....

**WITNESS**

.....  
(Signature)

.....  
(Name)

.....  
(Official Address)

.....  
(Signature)

.....  
(Name)

.....  
(Designation with Bank Stamp)

Attorney as per Power of Attorney No.....

Dated.....

**APPENDIX -C: BG CONFIRMATION LETTER**

**Ref. No.**

**Date:**

To  
The Branch Manager,  
<<Name of Bank>>  
<<Address of Bank>>

Dear Sir / Madam,

**Sub: Confirmation of Bank Guarantee No. <<>> dated <<>>**

We have received the above mentioned Bank Guarantee on behalf of <<name of vendor>>, as Performance BG for <<name of contract and contract date>>. The Bank Guarantee is valid up to <<BG Validity date>>.

The detail of the Bank Guarantee is furnished below.

- 01) BG Number & Date ::
- 02) Contract Description ::
- 03) Contract Date ::
- 04) Project Name ::
- 05) Party's Name ::
- 06) Value & Validity ::

You are requested to please confirm the issuance of the Bank Guarantee and return the second copy of this letter by **REGISTERED POST** to the undersigned duly attested under your signature and Bank's seal that the above mentioned Bank Guarantee has issued by you through an authorized officer of the Bank.

Thanking You,

Yours faithfully,

For Unique Identification Authority of India,

(Name of officer)  
Designation

**CONFIRMATION CERTIFICATE BY THE BANKER**

Certified that the aforesaid Bank Guarantee has been issued by Mr. / Ms. ....an authorized officer of the Bank. The parts mentioned above are verified and are correct.

Signature  
Name  
Designation  
Bank Seal  
Power of Attorney No.

**APPENDIX- D:RENEWAL / EXTENSION LETTER**

Ref. No.

Date:

To  
The Branch Manager,  
**<<Name of Bank>>**  
**<<Address of Bank>>**  
<:;>

Dear Sir / Madam,

**Sub: Conditional Claim against the Bank Guarantee issued by you in favour of <<UNIQUE IDENTIFICATION AUTHORITY OF INDIA, GOVT. OF INDIA>>**

The validity period of the following bank guarantee executed by you in our favour bearing no. **<<Bank Guarantee No. >>** is expiring on **<<date up to which BG is valid>>** and is to be extended mainly by another **<<6 months>>** before the expiry of the validity and in case the extension is not provided to us before the expiry date, this may be treated as claim against this bank guarantee and the proceeds of the same shall be remitted to us by way of Demand Draft favouring "**<<UNIQUE IDENTIFICATION AUTHORITY OF INDIA, GOVT. OF INDIA>>** (Name as mentioned in Bank account)

- (1) BG Number & Date ::
- (2) Contract Date ::
- (3) Contract Description ::
- (4) Party's Name ::
- (5) BG Value & Validity ::

It may kindly be noted that this claim will automatically become formal claim in the event of non extension of the validity period of the above bank guarantee and no further claim will be lodged for realising of the proceeds.

Thanking you,

Yours faithfully,  
For Unique Identification Authority of India,

(Name of officer)  
Designation

Copy to:  
**<<Name of Party>>**  
**<<Address of Party>>**

**APPENDIX- E: EXTENSION OF BANK GUARANTEE**

(To be stamped in accordance with Stamp Act)

**Ref**.....

**Date**.....

To  
Unique Identification Authority of India  
Government of India, 3<sup>rd</sup> Floor, Tower II,  
Jeevan Bharati Building,  
Connaught Circus, New Delhi-110001

Dear Sirs,

**Sub: Extension of Bank Guarantee No ..... for Rs .....  
favouring yourselves, expiring on ..... on account of M/s ..... in respect  
of Contract No ..... dated ..... (hereinafter called original Bank  
Guarantee).**

At the request of M/s. ...., we ..... Bank, branch office at  
..... and having its Head Office at ..... do hereby extend our liability  
under the above – mentioned Guarantee No ..... dated ..... For a further  
period of ..... (years/months) from ..... to expire on ..... except as  
provided above, all other terms and conditions of the original Bank Guarantee No ..... dated  
..... shall remain unaltered and binding.

In witness whereof the Bank, through its authorised officer, has set its hand and stamp on this.....day  
of.....20.....at.....

**WITNESS**

.....  
(Signature)

.....  
(Signature)

.....  
(Name)

.....  
(Name)

.....  
(Official Address)

.....  
(Designation with Bank Stamp)

Attorney as per

Power of Attorney No.....

Dated.....

**APPENDIX- F: BANK GUARANTEE INVOCATION / ENCASHMENT / CLAIM LETTER**

**Ref. No.**

**Date:**

To  
The Branch Manager,  
<<Name of Bank>>  
<<Address of Bank>>

<: >  
Dear Sir / Madam,

**Sub: Invocation / Encashment of Bank Guarantee issued by you in favour of <<UNIQUE IDENTIFICATION AUTHORITY OF INDIA, GOVT. OF INDIA>>**

This has reference to clause no. 2 of bank guarantee No. << >> dated << >>, issued by your Bank Branch. This communication may be treated as a formal claim against the Bank Guarantee and the proceeds of the same be remitted to us by way of Demand Draft favouring "<<UNIQUE IDENTIFICATION AUTHORITY OF INDIA, GOVT. OF INDIA>> (Name as mentioned in Bank account)

- (1) BG Number & Date ::
- (2) Contract Date ::
- (3) Contract Description ::
- (4) Party's Name ::
- (5) BG Value & Validity ::

Thanking you,

Yours faithfully,  
For Unique Identification Authority of India,  
.  
(Name of officer)  
Designation

Copy to:  
<<Name of Party>>  
<<Address of Party>>