



Date: 16-12-2023

AIESL/TRV-MRO/MMD/04-109

Sub: SELECTION OF SERVICE PROVIDER FOR PROVIDING ANNUAL MAINTENANCE CONTRACT FOR EOT Cranes at AIESL MRO, TRIVANDRUM

AI Engineering Service Limited (AIESL) invites tenders from reputed Service Provider for providing Annual Maintenance Contract for EOT Cranes at AIESL TRV MRO. AIESL will scrutinize the qualification / Experience to be inducted by the Service Provider for the above categories.

The Interested Bidders with previous experience (to be enclosed) shall submit their quotations under single bid system for providing personnel for the above mentioned service. As our Company's procedures do not permit post-tender negotiations, except with the Bidder offering the best financial terms (L1), it is requested that the best terms be submitted at this stage itself.

Interested Bidders fulfilling the Eligibility Criteria may apply through the format prescribed in the Tender Form.

Sealed Bids should be submitted at the following address:

**MATERIAL MANAGEMENT DEPARTMENT
A I ENGINEERING SERVICES LIMITED
CHACKAI, TRIVANDRUM
PIN - 695007
KERALA, INDIA
Contact No: 04712787116**

Last date for submission of Tender - 10/03/2023 by 1600 hrs

Bid Opening – 13/03/2023 by 1100 hrs

Site Visit Mandatory – Working days only (Mon - Fri)

Contact No : 0471-2787111/126

AI Engineering Service Ltd. reserves to itself the right to accept or reject any tender either in whole or in part without assigning any reason for doing so and does not bind itself to accept the lowest or any tender.

CONTRACT ADMINISTRATION PROFORMA

NAME OF THE WORK: Annual Maintenance Contract for EOT Cranes

The documents should be submitted in an envelope in a sealed condition, clearly indicating, **“BID FOR CONTRACT FOR EOT Cranes, TENDER NO: AIESL/TRV-MRO/MMD/04-109 Dated: 16.02.2023”**.

I /We agree to comply with all terms and conditions
Signature and Stamp of Bidder



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- In case the Tenderer does not wish to quote for the work, he may please send a regret letter on the date of opening of the Tenders.

SECURITY DEPOSIT:

Security Deposit to be made

Within 15 days of date of issue of WO : 5% of the total annual value

TENDER CONDITIONS

1. The successful bidder will have to enter into contract with AI Engineering Service Ltd. in such form as may be required for the performance of the work, which will be subject to the accompanying General Conditions and/or such other terms and conditions as may be considered necessary or expedient by AI Engineering Service Ltd.
2. The Contractor shall be deemed to have satisfied himself as to the nature of the site, local facilities of access and all matters and things in any way affecting the execution and completion of the contract. No claims for extra charges shall be entertained on this behalf for any reason whatsoever except major repairs requiring spares after duly certified by Engineering Dept.
3. Tenderer should have an office and facility within Kerala state.
4. No alterations, additions or erasers in any of the Tender documents are permitted and if any are made, AI Engineering Service Ltd shall have the right to either discard such alterations, additions or erasers, or to reject the whole tender as it may decide.
5. It is suggested that the intending bidders or the representatives should visit the premises to study the details of work before sending their quotations and submit the visit report along with the tender documents.
6. The rate quoted by the bidders shall be inclusive of all charges including labour, supervision etc. and shall be as mentioned in the said Schedule of Quantities/detailed scope of work.
7. All entries in the Tender documents must be made in English.
8. The Contractor shall at his own cost and expenses provide all the materials, supervision, tools, plant apparatus, trolleys, conveyance, safety equipments etc. required for execution of work except for the spares and service specifically agreed to be provided by AI Engineering Service Ltd.
9. Contractor shall ensure that the workmen and supervisor carryout the subject work as required in the scope of work



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10. **PAYMENT OF BILL:**

The Contractor shall produce his bills in duplicate, addressed to the **The Engineering Facilities, AIESL MRO, Chackai, Trivandrum 695007**, The bills shall be paid by AI Engineering Services Ltd within 30 days after it has been certified by Engineer-in-Charge. AMC charges will be paid on quarterly basis.

11. Qualified and trained service engineer shall inspect the plant quarterly to check conditions and operation of the EOT Cranes and other minor/ major repairs shall be carried out immediately.

12. Contractor shall be responsible for any loss of materials by his staff detailed for duty.

13. **LOG BOOKS:**

Contractor shall maintain a service log book in which the Supervisor will enter the date of servicing and the defects noticed during the servicing along with the action taken to set right the defects. This log book will be countersigned by AGM, Engineering

- i) System Record Books: Indicating repairs/overhauling
- ii) Log Book: Details of servicing.

14. **PRECAUTIONARY MEASURES:** The Contractor shall ensure carrying out all the precautionary measures concerning:-

- i) Security Precautions
- ii) Welding Precautions

15. The tenderer is advised to understand the Tender Conditions and the person authorised to sign all the pages of Tender Documents including General Conditions of Contract.

16. **PERIOD OF CONTRACT:** This contract shall remain in force for a period of **two years** from the date of issue of Work Order and may extend for further one more year with same terms and conditions.

17. AIESL also reserves the right to extend the validity of this contract not beyond two year, at the same rates, terms and conditions.

18. However, if the work is found unsatisfactory in any way, the contract shall be terminated by giving prior notice of **ONE MONTH**.

19. General Conditions of Contract and Specifications for Electrical work laid down by AI Engineering Services Limited shall form a part of this contract.

20. The Contractor shall abide by the site safety precautions laid down by AIESL Ltd.

21. The contract staff will have to follow AIESL Security norms.

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22. Any complaint received in connection with the services shall be attended to by the Contractor immediately.
23. A separate bills must be submitted by the contractor for other repair work.

Scope of Work

1	Check the main switch fuse for following and rectify as necessary : a) Contacts, fuse condition and rating b) Operation c) Securing of cable terminals
2	Inspect the main power conductors and trolley power conductors for following and rectify as necessary a) Sag in Power Conductors b) Damage of Support insulators c) Mech. Condition & installation of support bracket
3	CURRENT COLLECTORS : Check the current collectors for following and rectify as necessary : a) Replace damaged or Worn out Shoes b) Ensure smooth travel and contact throughout on overhead power conductors
4	Check all the power conductors panels for the following and rectify as required : a) Condition and working of all the controller switches, holding contractors, control & safety relays, fuse, emergency stop & limit switches b) For any burnt, loose or blackened wire c) Cleanliness of all electrical contacts d) Condition of linkage assembly of brake magnet & General cleanliness, locking & gasketing of all electrical panels
5	Ensure interlocking of main controller switch with all the control operations
6	Check the condition and insulation of trailing cables of drive motors. Also ensure their free movement. Also check the winching operation
7	a) Check for condition, the Electric Supply Cable connecting the cross traverse motors for deterioration or breakage of insulation b) Check for Security of the above cable ends at terminal points that is at main switch control panel or Trolley terminal box/Trolley end near cross travel motors
8	Check Push Button Control Pendant for the following and rectify as necessary 1. Loose end connections inside 2. Condition of push button elements & contracts 3. Operation of push button springs 4. Condition and insulation of pendent 5. Ensure proper earthing of pendent 6. Working of indicating lamp on pendent 7. Condition of chain/wire rope suspending the pendent
9	MECHANICAL OPN. CHECKS Operate the EOT crane for full length movement in log travel, cross traverse and hoisting operations check the following and rectify as necessary to ensure a) Perfect operation of Reverse/forward, Left/Right and hoist up/hoist down limit

	<p>switches</p> <p>b) Abnormal noise / vibration at any point of travel</p> <p>c) Presence and proper installation of Rubber/mechBuffers and stoppers in LT & CT movement</p> <p>d) Proper operation of brake magnet solenoids</p> <p>e) Any leakage of oil/grease through oil seals of gear boxes</p> <p>f) Secured installation of tappets on limit switch operating rod.</p> <p>g) Proper operation/installation of Anti collision limit switches/stopper</p> <p>h) The condition of all Railing platform and supports for any crack, wear& tear.</p> <p>NOTE : These checks and rectification must be done in presence of concerned EFD Officer</p>
10	<p>During the hoisting 'UP' and 'Down' movements ensure the following :</p> <p>a) Even winding of wire rope on rope drum</p> <p>b) Firm anchorage of wire rope ends on rope drum</p> <p>c) Two full turns of wire rope are left on rope drum, when hoist 'DOWN' Limit switch cuts off the circuit.</p>
11	<p>Inspect the condition of rope guide including their segments and forks. Throughout the full hoisting movement, ensure the smooth movements of rope guide confirm that LHS & RHS rope guides are correctly fitted. Also check the sheave flanges for cracks, damage etc.</p>
12	<p>Check the LT girders for Loose joints and mounting and rectify as necessary.</p>
13	<p>Check the mounting bolts of drive units for long travel and cross traverse for any damage/ looseness. Replace/retighten as required.</p>
14	<p>Check the mounting bolts of LT & CT wheels brackets, for any damage / looseness. Replace/ retighten as necessary</p>
15	<p>Check all motors gear box couplings & LT cross shaft coupling for loose bolts, rubber bushes, pins, etc. Rectify as necessary</p>
16	<p>Check function of Brake on normal working load adjust the brake setting if the load has a tendency to slip during hoist motion. (1 Ton Load)</p>
17	<p>FOR HOIST-O-MECH HOISTS ONLY</p> <p>a) The brake disc is mounted on the rotor shaft Braking force is applied by brake spring at the end of the rotor shaft. Unscrew the four screws holding the cover plate at brake end at a time. Remove one flat washer from each screw. Refasten the screws.</p> <p>b) CAUTION : Do not remove the end cover else the brake lining will push the rotor out</p>
18	<p>Inspect the condition of LT and CT wheels for wear. Flat spots and cracks in wheel flanges. Report the faults notices.</p>
19	<p>Inspect the condition of brake lining, brake spring and washers. Replace if they are worn out.</p>
20	<p>Check condition of hook for :</p> <p>a) Elongation, permanent deformation or crack in hook</p> <p>b) Free rotation of hook & apply general purpose grease at hook.</p>
21	<p>Run a piece of cotton waste along the full length of wire rope and inspect for loose strands, kinks and deterioration. Apply a light coat of SAE 30 oil along the entire length of wire rope.</p>

22	Inspect all the drive gear boxes for following 1. Condition of panel covers, inside of housings and wear gear trains. 2. GREASE FILLED : Condition of grease and ensure adequate quantity of grease applied (Two third of Housing will soft grease – Castrol spherol HT) 3. OIL FILLED: Condition, level and leakage of oil. Replace the seal/gasket if found defective Oil to be filled : SAE 9
23	Once a year for all gear boxes replace the oil seal/ gasket and refill/replace with fresh oil/grease stencil the date on Gear box. Date_____
24	HOIST GEAR TRAINS: Thoroughly inspect the whole hoist gear train and micro hoist gear train for any breakage and wear. Stencil the date on gear box. Date_____
25	LUBRICATION : a) Apply grease on open gears and pinions of LT and CT drive mechanism and apply grease through grease cups on axle bearings of the travelling wheels of LT and CT Movements b) Replace the grease nipples of plumber blocks support bearings of LT Cross shaft. c) Lubricate the cable carrier wheels with machine oil (SAE 10) where wheels are provided.
26	17 PROOF LOADING : a) This is to be conducted once a year/once in six months as & when it is due. Load the hook with S.W.L. by means of tested sligs and operate the crane to their extreme ends in all the three motions (LT, CT & hoisting) b) After carrying out the proof-loading. Inspect wire rope, rope clamps, rope an charge, clamp bolts for secured and firm installation. c) Also inspect the crane (after proof loading) as per check point Nos. 4,7,8, 11 & 12 and make necessary rectifications d) Stencil the S. W. L. proof loading date and next due date on hook/pendent or some prominent location in black print letter next due date e) Submit the Form 12 in triplicate (As per Indian Factory Act, 1948 for lifting machine) duly filled in and signed by a Competent person as authorized by Chief Inspector of Factories.
27	All consumable. rotatable like Oil, Grease, washers, nuts, Gasket ,seals required, mentioned above are the liability of the vendor

Location and Capacity details:

SI No	Safe Working Load	Location
1	2T	Energy Block
2	1T	Hangar I
3	1T	Hangar II
4	0.5T	Wheel Assembly bay I (COD)
5	0.5T	Wheel Assembly bay II (COD)
6	0.5T	Pressure Vessel Section (Monorail)
7	0.5T	Cleaning Section(flame proof)



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GENERAL CONDITIONS:

1. Contractor shall ensure attending the emergency/routine maintenance within specified time given below:
 - a) **Emergency complaints:** On getting intimation from Engineering Facility In-charge regarding any emergency complaints, the contractor shall ensure the same is attended to immediately.
 - b) **Routine maintenance:** Contractor shall ensure that routine maintenance work shall be carried out as per Schedule given to him by Engineer In-charge.
Proper record of maintenance/ servicing should be maintained by the Contractor.
2. The above maintenance service contract includes the Contractors free service for any emergency work.
3. General Conditions of contract & specifications for electrical work laid down by AI Engineering Services Limited shall form the part of this contract.
4. **SPARE PARTS:** You will furnish us well in advance the spare parts list required for uninterrupted working of the EOT Crane. Any major repairs may be carried out by us independently under your guidance after consulting Engg In charge.
5. **TAXES:** GST should not be included in the quotation.
6. **EMERGENCY SERVICING:** The above annual maintenance contract includes your free service for any emergency work for fire protection.
Detailed scheduling of Preventive Maintenance works, special checks and restoration works etc. shall be made in advance as per the Tender. Approval for the same shall be obtained from the Engineer In charge including for any major material procurement.
7. The proper log book/ record register for recording of occurrence of faults date of rectification and approving authority is to be made.

COMPLIANCE WITH STATUTORY REQUIREMENTS / MANDATORY REQUIREMENTS.

- 1) Implementation of various labour laws applicable to your establishments not including that of the Contract Labour (Regulation & Abolition) Act. The Contractor will carry out all the statutory obligations required under the above Acts & Rules and undertakes to indemnify AI Engineering Service Ltd. against any action initiated by the person engaged by the Contractor for the performance of the contract as well as by any other third party against AI Engineering Service Ltd. for any damages.
- 2) **RENEWAL OF CONTRACT LABOUR LICENCE:** The Contractor shall renew the Contract Labour Licence from time to time and inform the Engineering Department.

Special Conditions of Contract (SCC)

The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below. These Special Conditions will modify/ substitute/ supplement the corresponding (GCC) clauses.



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- Period of work : 2 (Two) year From the date of issue of Notification Of Award/ P.O whichever is earlier
- No. of Visit: 4 in each year.
- Place of work : AIESL, Trivandrum

SALIENT FEATURES OF TENDER

NOTE: Strictly confirm or accept the following conditions in your quotation/offer. Otherwise your quotation/ offer will out rightly be rejected without further correspondence.

- 1) The offer should remain valid from the date of opening of quotation for 90 days.
- 2) Any dispute, arising out of the supply order/ contract will be subject to the exclusive jurisdiction of the competent court at Trivandrum.
- 3) In case of order material in your favour for Rs. 1,50,000/- or above, the supplier shall furnish the performance security amount/ Security Deposit(S.D) (10% of the ordered value) within 21 days after issue of Notification of Award of Contract by AIESL, Trivandrum in favour of AI Engineering Services Ltd payable at Trivandrum. The performance security will be return back without any interest to successful tenderer after the completion of all contractual obligations.
- 4) Prices quoted by the tenderer shall remain firm and fixed during the currency of the contract and not subject to variation on any account.
- 5) Discrepancy in prices
 - a) If, in the price structure quoted by a tenderer, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity),the unit price shall prevail and the to total price corrected accordingly ,unless AIESL feels that the tenderer has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
 - b) If there is an error in a total price, which has been worked out through addition and/or subtraction of subtotals, the subtotals shall prevail and the total corrected.
 - c) If there is a discrepancy between the amount expressed in words and figures , the amount in words shall prevail If , as per the judgment of AIESL , there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the tenderer by registered /speed post .If the tenderer does not agree to the observation of AIESL, the tender is liable to be ignored.

13. AIESLs Right to Accept any Tender and to Reject any or All Tenders AIESL reserves the right to accept in part or in full any tender or reject any tender without assigning any reason



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or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, what so ever to the affected tenderer or tenderers .

14. Authorized representatives of the tenderers who have submitted tenders on time may attend the tender opening.

15. The supplier shall be responsible till the entire stores contracted for arrive in good condition at AIESL, Trivandrum. The transit risk in this respect shall be covered by the Supplier by getting the stores duly insured

17. If the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, AIESL shall, without prejudice to other rights and remedies available to AIESL under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5 % percent of the delivered price of the delayed goods and/ or services for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 10% of the delayed goods or services contract price(s).

(18) EARNEST MONEY DEPOSIT (EMD)

The Earnest money for a total value of INR 50,000/-(Rupees Fifty Thousand only) shall be furnished in one of the following forms.

- a) Account Payee Demand Draft or
- b) Fixed Deposit Receipt or
- c) Banker's cheque

The demand draft, fixed deposit receipt or banker's cheque shall be drawn on any scheduled commercial bank in India, AI Engineering Services Ltd payable at Trivandrum. The earnest money shall be valid for a period of forty five days beyond the validity period of the tender. EMD should be sent along with your Techno-Commercial quotation. Quotation without EMD will summarily be rejected. The Earnest Money Deposit of un-successful bidders will be returned.

OTHER SAFETY CONDITIONS

(1) The work has to be carried out under proper supervision and all safety rules and regulations should be followed and also as per direction of our officials.

(2) You have follows all safety norms and labour law act police verification of your employees, insurance, without which your employees can not permitted for work in our premises.



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(3) It will be sole responsibility of the contractor to insure yours workmen against risks of accident and injury while at work as required by the relevant rules and to pay compensation, if any to them as per workmen's compensation act. the work will be carried out in a protected area and all the rules and regulations of S.P.M.in that area that are in force from time to time will have to be followed by the contractor.

(4) The contractor shall assign to his workmen task commensurate with their experience and state health condition.

(5) The contractor should follow all rules & regulation of labour law act & shall be responsible for all risks.



Price Bid

The Price bid should clearly indicate the break-up of the price as under:-

----- S. No. Price Break Up

1. AMC charges per Crane for 12 month & 4 visits

2. Service Tax (in % only)

3. Other charges (if any) please specify

4. Total Price
(in figures only) per unit Rs. (1+2+3)-----

5. Total Price (in words only) Rupees -----

----- SPECIAL CONDITION

- (1) WORK OF PLACE: AIESL TRIVANDRUM
- (2) VALIDITY OF QUOTATION: 90 DAYS FROM THE DATE OF OPENING OF QUOTATION.
- (3) PAYMENT TERMS: FULL PAYMENT WILL BE MADE AFTER SATISFACTORY COMPLETION OF ORDER BY RTGS/NEFT PER VISIT/SERVICE BASIS.
- (4) PERIOD OF WORK: 2 YEAR from the date of issue of Notification of Award/P.O. whichever is earlier

NOTE:

- 1. Levies/Taxes would not be paid on Forwarding & Freight charges.
- 2. Bidder should mention separately regarding Duties/Taxes etc., whether they are chargeable extra or inclusive in the price.
- 3. Prices are to be given in the above format only. Conditional price & Variable Price in Tender are liable to be rejected.



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4. Note: Quote your rates in your quotation as per the given above price schedule format only and accept above special condition i.e. WORK OF PLACE, VALIDITY, PERIOD OF WORK, PAYMENT TERMS AND ALL OTHER TERMS AND CONDITION INCLUDING G.C.C. & G.I.T. OF TENDER without any deviation otherwise your offer will be rejected without any communication.

EVALUATION CRITERIA FOR L1 BIDDER:-

The method of evaluation of L-1 bidder for awarding the Contract shall be on item wise price quoted by the bidder as per Price Bid of this tender document.

SIGNATURE OF BIDDER
(WITH NAME, DESIGNATION AND SEAL)

I /We agree to comply with all terms and conditions
Signature and Stamp of Bidder