



PRASAR BHARTI  
(INDIA'S PUBLIC SERVICE BROADCASTER)  
OFFICE OF THE EXECUTIVE ENGINEER (ELECT)  
CIVIL CONSTRUCTION WING: ALL INDIA RADIO



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EE (E)/CCW/MUM/NIQ/2022-23/005

Date 19/05/2022

**NOTICE INVITING QUOTATION**

The Sealed Item rate quotations are hereby invited by the Executive Engineer (Elect.), CCW: AIR: Mumbai on behalf of the PRESIDENT OF INDIA for the following items of work. The schedule of quotations will be issued to the approved and eligible contractors from of CPWD and those on appropriate list of BSNL, MES, Railways, Department of Post and Maharashtra State PWD. The quotations will be received up to **16:00 Hrs. of 25/05/2022 and shall be opened at 16:30 Hrs.** The undersigned reserves the right to reject any or all the quotations without assigning any reasons

**Name of Work:** MOEI Fans & RMO pump sets & RMO Lift at DDK, Worli, Mumbai for the year 2022-23 (SH: Annual Non Comprehensive maintenance of internal electrical installations including operation of water supply pump sets)

Sr. No.	Description	Qty	Unit	Rate	Amount
1	Carrying out Day to day Annual Non comprehensive maintenance of internal electrical installations approximate Built Up Area of 19292 Sq. Mtrs with 2 Nos of skilled and 2 Nos of unskilled manpower as required from 7.00 AM to 23.00 Hrs a day including Sundays and Holidays, including collection of water from BMC in sump Tank and operation of water supply pump sets as per requirement, and attending the rescue of trapped passengers in the 4 No of Lifts and to operate the lifts during VIP visits, noting down the complaints, attending to them by replacement of accessories like switches, sockets, ceiling fan condenser, fan regulator, capacitors, ballast, LED Drivers, holders, miniature circuit breakers, MCCB, isolators, residual current circuit breakers, industrial sockets, MCB distribution boards, thermostat /coils in geyser units, repairs to ceiling fans by rewinding, replacement of bearings, shaft etc. and taking acknowledgement from the occupant assisting the Department in updating data etc., including feeder pillars, street lights, and associated cables inside the campus including supply and replacement of fuses (HRC & Rewirable), bolts, nuts, cable end terminations, damaged PVC sleeves, testing etc. as required. [Necessary materials shall be arranged by the DDK Mumbai]	1.5	Month		
				Total	

**Conditions:**

1. No advance payment will be given.
2. The rates should be inclusive of all and nothing will be paid extra on any account.
3. The time limit for the work is 1.5 (One and Half) Month.
4. Work is to be done as per relevant CPWD specifications and attached conditions and specifications.

**Executive Engineer (E)  
CCW, AIR, Mumbai**

To,

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**ADDITIONAL CONDITIONS OF WORK**

1. Contractor should visit the site and acquainted themselves about entire system before quoting their rates. The agency should quote their rates for shift duty.
2. Complaints will be lodged by the individual offices through complaint register. They will be allotted by the department, as per the existing and revised guidelines issued if any by the Department, to the contractor.
3. The timelines for attending to and rectifying the complaints to the satisfaction of the occupant are given below. The contractor shall strive to complete the task earlier than these timelines:
  - I. No power (emergency) – 6hours
  - II. Minor (faulty switches etc.) 3days
  - III. Major repairs (internal wiring) – 30days
  - IV. Periodic (Cleaning Electrical installations, all types fans etc.)—as per schedule

These timelines can be changed by the Department through a policy decision and that shall be binding on the contractor.

4. Payment will be made for the quoted rates as follows.
 

The value of 1 (one) will be multiplied with number of complaints attended within bench mark time limit (green band) proportionately with overall complaints lodged in a month.

The value of 0.5 (zero point five) will be multiplied with number of complaints attended within moderate delay (100% of benchmark time limit) (yellow band) proportionately with the overall complaints lodged in a month.

The value of 0 (zero) will be multiplied with number of complaints attended beyond moderate delay (100% of benchmark time limit) (red band) proportionately with overall complaints lodged in a month.

For example if 125 complaints are lodged in a month and if 100 complaints are attended within benchmark time (green band), 15 complaints are attended within moderate delay of 100% of benchmark time limit (yellow band) and 10 complaints are attended beyond moderate delay (red band) considering the month as One Unit Measurement will be made as 1 Month X [(1 x100/125) + (0.5x15/125) + (0x10/125)] = 1 x [0.80 + 0.06 + 0.0]=0.86 Month.

Definition of Bands

Green Band means complaints attended within the period mentioned in Para 3(I),

Yellow Band means complaints attended within twice the period mentioned in Para 3 (II)

Red Band means complaints attended beyond twice the period mentioned in Para 3 (III)

This is subject to materials being arranged by the department.

In the above calculation the symbol x denotes multiplication, + denotes addition and / denotes division.

In addition a penalty of Rs.200 per complaint in the red zone will be levied

5. The agency has to deploy following staff:-

Wireman cum Operator-2 No.		
Unskilled Labour/Helper/Khallasi---		
2 Nos		

6. In case labour of the contractor fails to attend the duty, the contractor shall have to make suitable arrangement. If contractor fails to do so recovery at the following rates will be done from the contractor's bill.
  - ELECTRICIAN @ Rs. 1100/- per shift per person.
  - Wireman /Operator /Mechanic @ Rs. 1000/- per shift per person
  - Khallasi @ Rs. 750/- per shift per person.
7. The scope of work is proposed to provide general service maintenance and operational services for Internal & External Electrical Installations and specialized E&M installations. The contractor by deploying suitable skilled manpower for maintenance, manning & supervision shall ensure efficient maintenance of the system. The contractor shall therefore, undertake periodic preventive maintenance as per standard trade practice & manufactures recommendation
8. The tendered rates should be inclusive of all taxes, CGST, SGST etc., the rates quoted by the contractor shall be firm & final. Nothing extra will be paid on this account.
9. Any labour dispute shall be taken care by the agency themselves.
10. Nothing extra shall be paid on account of travel expenses to persons engaged by the contractor.
11. The contractor shall be bound to carry out the work including but not limited to applicable clauses of CPWD Maintenance Manual 2012 ( amended up to date ) , Central Electricity Act 2003 and CPWD specifications- internal, external
12. In case any major defects or abnormalities are found in the system during checking they should be reported to the Engineer-in-Charge.
13. The contractor shall engage his/her own labour and shall not outsource. Any claims such as their permanency etc. raised by the workers engaged for this work is to be settled by the contractor himself and Department shall not be responsible. In case of any accident the Department cannot be held responsible for the same. The contractor should have adequate insurance for the workers against such exigencies. The contractor shall ensure that all safety norms and procedures are followed diligently by his staff

14. This contract includes the emergency services excluding natural calamities whenever required after contract time; nothing extra shall be paid on this account.
15. The installations shall be maintained on all days of the month including Sundays & holidays. However weekly off shall be given as per Labour and relevant laws. The contractor shall make alternate arrangement for maintenance staff for these days. No extra payment shall be made for these alternate arrangements.
16. The staff of the contractor shall maintain logbooks, maintenance records and registers that will be supplied by the contractor.
17. The Engineer-in-Charge has the right to remove/ terminate the services of any worker without assigning any reason. Even the contract can be terminated at any time without assigning any reason, before the completion period of the contract. The contractor shall have no claim on such occasion
18. The workers shall be deployed in shift duty as per requirement of the Department at the discretion of the Engineer-in-charge. Any change of schedule (without altering the total numbers vide **Para 5** above) as directed by the Engineer in charge in respect of chart above shall be applicable.
19. If the behavior of a worker is not found satisfactory, i.e. misbehavior with Department staff, occupants of quarters, office or the general public, the contractor has to change the labour within 3 days, failing which, the Engineer-in-Charge has the power to cancel the contract, and the contractor shall have no claim of compensation. Any legal issues arising out of the behavior, words and deeds of the staff of the contractor shall be the responsibility of the contractor.
20. Payment will regulated preferably on monthly basis subject to production of attendance statement of staff deployed with their designation and EPFO Acct & ESI card no. (If registered with ESI & EPFO) along with monthly payment statement for the relevant period.
21. The staff should wear set of uniforms and badges (Nameplate) to be supplied by the contractor.
22. The wages paid to the labour engaged by the contractor shall be not less than those required as per the Minimum Wages declared by the Concerned Labour Commissioner from time to time.
23. Safety of the staff employed will be the responsibility of the contractor who must ensure the safety of the staff adequately. This office will not be responsible for any mishap, injury/ death of the staff. Any claim raised out shall be the responsibility of the contractor for the existing.
24. The contractor will maintain attendance of the staff which shall be maintained through a register or through a biometric system that can generate the attendance report as decided by the Engineer-in-charge. It will be checked by the Junior Engineer/Ex. Engineer (E).
25. All the equipment and installations shall be maintained in neat and clean condition.
26. The watch and ward of installations shall be the responsibility of the contractor. Up keep and maintaining all switch rooms, service rooms etc. including daily sweeping shall be in the scope of this work.
27. The scope of work includes comprehensive maintenance of installations including the works such as over hauling/ rewinding of fans /exhaust fans/ Bearings of fan/ fixtures, repair/ replacement of switch gears, boards, and accessories, or any other minor/ major repair for which part of the machine, installations, is to be sent out for repair/testing, shall be arranged by the contractor. The decision of the Engineer-in-Charge shall be final and binding.
28. The replacement shall be only at the discretion of Engineer-in-charge.
29. Any damage caused to the fittings/ switch gears/ installations/ machinery as a result of execution of this work shall have to be made good by the contractor at his own risk and cost.
30. The contractor shall submit the name, proof of address (Aadhar card) address & character certificate from a responsible person for the worker/ staff employed by them at the site of work to the Engineer-in-Charge before start of the work.
31. The contractor shall submit the attested photocopy of wireman/ electrician license & show the wireman's license in original of wireman employed by them to the Engineer-in- Charge before the start of the work.
32. The staff deployed by the contractor should have a minimum two years of experience in the trade.

### **Preventive maintenance**

The following preventive maintenance works shall be scheduled once during the currency of the contract and in consultation with the Engineer-in-charge and this should be carried out in such a way that there is least hindrance to the occupants

- a) Earth test of all earth electrodes
- b) Insulation test of the wiring installations as decided by the Engineer-in-charge once during the contract period
- c) Checking of stability of ceiling fans including replacement of cotter pins, checking of tightness of bolts, nuts and screws of fan blades.
- d) Insulation test of all UG cables in the installation including cables handed over by BEST to CCW for maintenance.
- e) Preventive checks in all LT panels viz – insulation test, cleaning of contacts, calibration of relays and checking of tightness of all fasteners. Rising mains shall also be included if available at site. ACBs, relays, switches and MCCBs in panels shall be checked by an authorized service agent of OEM/ specialized agency and reports submitted.
- f) Preventive checks in all metering panels viz. checking wiring for loose connections, if any. Electricity consumption meter is the property of BEST and hence excluded from these tests.

#### **Street lights**

Street lights in the campus shall be maintained including replacement of all accessories in the luminaries and loop in loop out boxes to ensure that 95% of the street light glow at any given point of time. Out of the remaining 5% of poles no two consecutive streetlights should be non- operational. The faulty street

lights shall be rectified within 24 hours. Repairs and replacement of timer switch and associated switches in the street light timer panel shall part of the work for which no extra payment will be made.

Replacement of cables, providing joints for cables in the street light circuits shall be paid separately.

Further the gist of the installations to be maintained by the contractor are enumerated, the list is indicative and not exhaustive.

- a) Light points/ Fan pts/ Exhaust fan point./Call bell points
- b) 5 amp power plugs
- c) 15 amp power plugs
- d) 20 amp Ind. Power plugs
- e) Fluorescent/ CFL light fittings /LED fittings
- f) All type of light fittings
- g) Ceiling fans
- h) Exhaust fans
- i) Call bells
- j) SP, SPN, TP&/TPN MCBDB's with MCB's
- k) TP&N Switch units. SDFU of various capacities
- l) TP/ TPNMCCBs of various capacities
- m) Street lights and compound lights with HPSV /Metal Halide/CFL/LED fittings, control gears, etc.
- n) All type of feeder pillars with switch gears etc.
- o) LT UG cables for street lights, pump rooms etc.

**Electrical Complaints to be attended (Indicative purposes only)**

S. No	Category	Complaint
1	Emergency	Leakage of Current
2	Emergency	No power (Inside Room)
3	Emergency	No Power (Portion of Building)
4	Emergency	No Power (Portion of Section)
5	Emergency	Out Break of Fire
6	Emergency	Sparking/Short Circuit
7	Minor	Bell faulty
8	Minor	Bulb Holder Faulty
9	Minor	Lamp Shades to be changed
10	Minor	MCB Malfunctioning
11	Minor	Regulator faulty
12	Minor	Replacement of Bulb
13	Minor	Replacement of CFL
14	Minor	Replacement of Tube
15	Minor	Socket/Switch Faulty
16	Minor	Tee/Inspection Box Covers required
17	Minor	Tube not working
18	Minor	Ceiling Fan Faulty
19	Minor	Exhaust fan faulty
20	Minor	Exhaust Fan Louvers required
21	Minor	Gate light faulty
22	Minor	Geyser faulty
23	Minor	Refrigerator Faulty
24	Minor	Water Cooler Faulty
25	Minor	Water Pump set Faulty
26	Minor	Lobby/Corridor Light Faulty
27	Minor	Staircase/Common area Light repair
28	Minor	Street/Compound Light Faulty
29	Major	Wiring to be changed
30	Major	Ceiling Fan to be changed
31	Major	Exhaust Fan to be changed
32	Periodic	Cleaning Electrical installations, fans etc.

CONTRACTOR

EXECUTIVE ENGINEER (E)  
CCW, AIR, MUMBAI.

Monthly report to be prepared and submitted for ascertaining  
the measurements

Name of work:	MOEI Fans & RMO pump sets & RMO Lift at DDk, Worli, Mumbai for the year 2022-23 (SH: Annual Non Comprehensive maintenance of internal electrical installations including operation of water supply pump sets)		
Agency	M/s		
Agreement No			
Period			
a)	No of complaints received during the Period		
b)	No of complaints attended within bench mark time	Green Band	
c)	No of complaints attended within moderate delay ( twice the bench mark time)	Yellow Band	
d)	No of complaints attended beyond moderate delay ( beyond the twice of the bench mark time)	Red Band	
Water Pump operation	Whether attended in full Yes or No		
	Measurement for the Month= 1 Month X [(1 x No of complaints attended in Green Band/No of complaints received during the Period) + (0.5xNo of complaints attended in Yellow Band/No of complaints received during the Period) + (0xNo of complaints attended in Red Band/No of complaints received during the Period)] =		Month

AE(E)(P)

AE (E)

**Copy to:**

1. The Deputy Director General (E), DDK Mumbai for favor of information
2. The Superintending Engineer (E), CCW AIR Nagpur for favor of information.
3. The Superintending Engineer (C), CCW AIR Mumbai for favor of information.
4. The Executive Engineer (C), CCW AIR Mumbai for favor of information
5. The Assistant Engineer (Elect.), CCW, AIR, Mumbai/Pune
6. The AAO, CCW (E), AIR, Mumbai.
7. AE (E) P, CCW, AIR, FD/NBH/NFAI/FTII, Mumbai/Pune.
8. Spare copies/ Notice board/Office file/webupdates.pbns@gmail.com for uploading on Prasar Bharati Web site.

**Executive Engineer (E)**