



Prasar Bharati  
(India's Public Service Broadcaster)  
Doordarshan Kendra  
24, Ashok Marg, Lucknow – 226001

File No. TV (LKO)/ 3 (2) / E (ES)/ 2019-20

Dated: 26-03-2021

**Sub: - Non Comprehensive Annual maintenance contract of 01 no. 125 KVA DG Set & AMF Panel at Doordarshan Kendra, Lucknow.**

Dear Sir/Madam,

Sealed Quotation for the Non Comprehensive AMC of under mentioned items are hereby invited:-

S. No.	<u>Particulars</u>	Qty.
1.	Non Comprehensive AMC of 125 KVA DG Set (Jackson, Cumins) and AMF Panel (Details of work in Annexure II)	01 Job

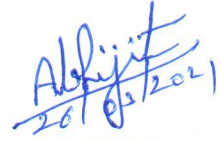
**Terms/condition of contract**

1. The items mentioned above will be given on AMC on "as is where is" basis and items can be inspected in the premises at Doordarshan Studio, Lucknow on any working day between 11:00 AM to 05:00 PM on prior confirmation.
2. The firm should specifically state the rates for AMC. The detail of work is given in Annexure II.
3. Payment terms and conditions for the AMC should be clearly stated in quotation.
4. The quotation should be submitted in prescribed proforma as shown in Annexure-I.
5. The quotation should be sent in a sealed cover addressed to the undersigned with designation so as to reach before 15:00 Hrs. on 19.04.2021.

**Address: The Dy. Director General (Engg.)  
(By Name Shri Abhijit Majumdar, ADE)  
Room No.104  
Doordarshan Kendra,  
24, Ashok Marg, Lucknow- 226001.**

6. The cover should be super scribed with the following details:
  - (i) Name of the material/AMC for which quotation are enclosed.
  - (ii) Reference to letter of enquiry.
  - (iii) Due date of opening of quotation.
7. The quotation will be opened in the office of the undersigned at 15:30 Hrs. on 19.04.2021 in the presence of such contractors or their agent as they may choose to attend.
8. Quotation not following the instructions contained in inquiry letter or had not properly super scribed will not be considered.
9. The quotation submitted should remain open for acceptance for a period of 120 Days from the date of acceptance.
10. Firms may give their experience details in this field.

11. The firm must be registered under GST and copy of registration should be attached.
12. The awarded AMC may be extended on same rates, terms and conditions for one or two more years, if the services during AMC period are satisfactory subject to approval from competent authority.

A handwritten signature in blue ink, appearing to read 'Abhijit' with a date '20/03/2021' written below it.

(Abhijit Majumdar)  
Assistant Director (E)  
For Dy. Director General (E)

**ANNEXURE-I**

Quote the rates of following units for the maintenance contract for 01 (One) year servicing/Repairing as per agreement and conditions laid down in the tender form. The unit is installed at Doordarshan Kendra, Lucknow. (Studio)

<b>S. No.</b>	<b><u>Particulars</u></b>	<b>Qty.</b>	<b>Amount</b>	<b>GST</b>	<b>Total</b>
<b>1.</b>	Non Comprehensive AMC of DG Set 125 KVA (Jackson, Cumins) and AMF Panel.	01 Job			

(Name & Signature of the proprietor)  
Name of the firm



## ANNEXURE-II

Work to be attended by the firm during contract for one year of DG Set and AMF panel.

1) The description of work is mentioned below:-

S. No.	<u>Particulars</u>	Qty.
1.	Non Comprehensive AMC of DG Set 125 KVA (Jackson, Cumins) and AMF Panel.	01 Job

- 2) The contractor must bear in mind that proper working of units at studio is directly related with the essential power supply for continuous service in addition to normal UPPCL supply.
- 3) For attending service calls as and when required and immediate rectification of fault even during odd hours and holidays, no extra payments will be made for attending the works.
- 4) Inspection of DG set/AMF panel by the service engineer every fortnight preferably on "Thursday" and a report to be submitted to the Asst. Engineer (designated by the DDK, Lko) Studio for satisfactory service done.
- 5) The service/maintenance/repairing charges are to be quoted for the AMC of DG Set/AMF panel. Spares required for the proposed work will be supplied by the department. Semi skilled and /or unskilled labor if required are to be made available by the contractor to assist the service Engineer and for this no extra payment will be made by the department.
- 6) Labour part for machining/overhauling/grinding/welding/calibration of equipment is to be included in the AMC.
- 7) Repairing of alternator/radiator/turbo charger/fuel injection equipment is included in the contract.
- 8) All the consumables like lub oil, diesel and all spares required for carrying out maintenance or rectification of minor/major problem will be provided by the department.
- 9) The service Engineer will also submit the recommendation regarding the required spares for the healthy running of the units of AMC awarded.
- 10) During the visit under this contract the following items of work may be carried out (if required) at appropriate.
  - a. Drain the lub. Oil from sump/lub oil cooler etc. and clean the sump stainer.
  - b. Renew lub. Oil and filter element as required.
  - c. Refill the sump with new lub. Oil and prime the lubricating system if required.
  - d. Check and tighten any external belt as required.
  - e. Replace the fuel filter element as per recommended procedure.
  - f. Check and correct the tightening of all hoses clamps.
  - g. Check adjust belt tension or replace the belt as required.
  - h. Check and correct the tightening of terminals at control panel and battery etc.
  - i. Check and adjust engine bearer cap screw.
  - j. Carry out air cleaner maintenance as required.
  - k. Check and record engine performance parameters.
  - l. Check and correct external leakage.
  - m. Check AMF for proper functioning.
  - n. Every effort is to be made to provide prompt and efficient service to reduce the down time of the engine to minimum level.
  - o. The maintenance of worn out parts etc are to be replaced as and when necessary.



- p. The units will be operative 2 to 4 hours per day with +/- 20% as average working, it may require to run unit for more than 10 to 15 hours i.e. needed (rare occasion).
- q. Protective devices for engine/motor/alternator/LOP/AMF/Battery charger (with AMF panel/or fitted externally along with engine) are to be checked regularly to avoid any major break down.
- 11) The contractor shall require to bear the transportation charges whatever if some components are be taken out form DDK studio for necessary repairs either to their work shop or to market or else and if some welding machine is required for repair of unit at site of work.
- 12) On satisfactory completion of maintenance/servicing done bill in triplicate (Pre receipted) may be submitted quarterly so that payment may be arranged. NO ADVANCE PAYMENT WILL BE MADE FOR THE AWARDED CONTRACT.  
The contractor shall be required to sign an agreement on non judicial stamp paper of Rs. 100/- for the smooth and proper maintenance of units awarded under contract for period of one year.
- 13) This contract will include all labour part and its supervision on the part of contractor.
- 14) This contract will not include:-  
a) Day to day running of the DG Sets.  
b) Any work related with modification of civil/mechanical.
- 15) The Director DDK, LUCKNOW will have the right to terminate the contract during the period of AMC if the firm is not giving satisfactory service of the units for effective operation and payment will not be released accordingly.
- 16) If the contractor terminates the contract of AMC before the expiry of terms (Period awarded for one year) the firm shall have no claim towards the security money deposited and pending payment due.
- 17) The contractor shall be responsible to handover all the units awarded under AMC in working order on the date of expiry of contract and the expenditure still required to be made to bring the unit in working order shall be done. (Labour part only) by contractor and may be debited from the security money deposited or from the pending payment due.
- 18) The contractor shall abide to the exigencies of the Kendra commitment and time disciplines as regards the performance of units by establishing reasonable level of performance otherwise the contractor shall be the penalty.
- 19) If the fault of unit is not attended within 24 hrs after lodging the complaint (may be on holiday) a penalty of Rs. 100/- per day will be imposed for 03 days. If the jobs even not attended within 03 days the unit will be got repaired from the open market and the charges made upon will be deducted from the pending payment/security money deposited and it will be the binding on the firm to make the payment as per our terms and condition of agreement even after the expiry of contract.
- 20) In case of any dispute during the AMC period, decision of The Dy. Director General, DDK, LUCKNOW shall be the final and binding on the contractor.
- 21) The contractor has to submit DD/FDR of 10% of the contract amount as security money. DD/FDR in favour of **"The Director, Doordarshan Kendra, Lucknow"**.

(Abhijit Majumdar)  
Assistant Director (E)  
For Dy. Director General (E)