

**Assistant High Commission of India
Kandy**

No. Kand/Prop/885/01/2022

Dated May 19, 2022

Notice Inviting Bids

**Tender for supply, Installation, Testing & Commissioning of Diesel
Generator Sets for Assistant High Commission of India, Kandy**

Assistant High Commission of India, Kandy invites competitive bids from manufacturers/authorized dealers/reputed suppliers having their registered office and service centre in Sri Lanka, for supply, installation, testing and commissioning of 01 (One) 25 KVA and 01 (one) 7.5 KVA Silent Diesel Generator Sets of reputed make (such as CUMMINS / KIRLOSKAR / KOHLER / MITSUBISHI/ CROMPTON GREAVES/ EICHER etc.) for Assistant High Commission of India, Kandy.

2. Firms must have maintenance and servicing facilities of generator set in Sri Lanka. The representative of firms/suppliers may visit the site, for assessment of the requirements and formulation of the quotation, by taking prior appointment from Assistant High Commission of India, Kandy. Clarifications, if any, regarding the tender document or contents therein may be sought by e-mail (hoc.kandy@mea.gov.in and adm.kandy@mea.gov.in).

3. A brief terms & conditions, scope of work, schedule of quantities and proforma for submission of quotations are enclosed. The supplier shall sign every page of documents and submit the sealed envelope to Head of Chancery, Assistant High Commission of India, PO Box 27, No. 1A Mahamaya Mawatha, Kandy. The tender document can be downloaded from the following websites: <https://hicolombo.gov.in/>; <https://ahcikandy.gov.in/>; & <https://eprocure.gov.in/cppp/>

4. Schedule for submission/opening of bids:

Last date of submission of competitive bids	:	08.06.2022 (1730 hrs)
Opening of technical bids	:	09.06.2022 (1600 hrs)
Opening of financial bids	:	To be intimated later

5. The bids will be accepted only upon verification and fulfillment of the eligibility criteria mentioned in the tender document. The Assistant High Commission is not bound to accept the lowest tender and reserves the right to partially accept or reject any or all the tender(s) or part thereof, without assigning any reasons.

**Sd/-
(P. Somaraj)
Second Secretary**

PART-I
(TECHNICAL BID)
(Section A to O)

Name of the firm	
Registered Office Address Telephone No. Email Fax	
Correspondence/ Contact Address	
Details of Contact Person(Name, designation, address, mobile no., email)	
Registration No. & Date of Incorporation of Company (Please attach a copy incorporation certificate):	
Type of Firm (whether PSU/ Proprietary/ Partnership etc.)	
Whether manufacturer / authorized distributor /supplier [letter from manufacturer to be submitted]	
Whether maintenance, service facilities and spare parts of the generator of said brand are available in Sri Lanka	

Signature of Contractor/bidder
(Name of the contractor/bidder of the firm authorised to sign with seal)
Date: _____

PART-I
COMMERCIAL TERMS & CONDITIONS
A. FORM OF TENDER

To,
Head of Chancery
Assistant High Commission of India,
Kandy, Sri Lanka,

Dear Sir/Madam,

Having examined the specifications, and schedule of quantities relating to the works specified in tender document hereinafter set out and having visited and examined the site of the works specified in the said document having acquired the requisite information relating there to as affecting the tender, we hereby offer to supply and execute the works specified in the said tender document, within the time specified at the rates mentioned in the attached schedule of quantities and in all respects with the specifications, designs and instructions in writing referred to in conditions of tender.

I.	Description of work	Supply, installation, testing and commissioning of 01 (One) 25 KVA and 01 (One) 7.5 KVA Silent Diesel Generator Sets with acoustics enclosure and related accessories
II.	Earnest Money Deposit	LKR 1,50,000/- (One Lakh Fifty Thousand only)
III.	Time allowed for completion of the work from tenth day after the date of written order to complete work commission final operations.	1 month. In case of delay, penalty of 0.10% per day will be imposed.

2. Should this tender be accepted, we hereby agree to abide by and fulfill the terms and conditions of the tender so far as they may be applicable.

3. We have deposited a sum of **LKR 1,50,000/- (One Lakh Fifty Thousand only)** as earnest money to Assistant High Commission of India, Kandy Account No. 25380021720219 maintained with SBI, Kandy. The amount shall not bear any interest. Should we fail to execute the contract when called upon to do so, we do hereby agree that this sum shall be forfeited by us to the Assistant High Commission of India.

4. We are enclosing herewith list of our clients with complete details as per the Assistant High Commission's proforma.

5. The Tender is submitted in two parts in separate sealed envelopes. **Part-1** contains all commercial terms and conditions and technical particulars and **Part-2** contains only the Price/Financial Bid in the Assistant High Commission's proforma.

6. We have visited the site and gone through the terms & conditions stipulated in the tender document and confirm to abide by the same.

Regards,

Yours faithfully

Signature of Contractor/bidder
(Name of the contractor/bidder of the firm authorised to sign with company seal)

Date: _____

(Signatures, Name, addresses, Mobile No. of witnesses)

PART-I

B. Proforma for list of clients

S. No	Details	Name of Client (1)	Name of Client (2)	Name of Client (3)
1.	Address, fax and telephone numbers			
2.	Project name, location and address			
3.	Brief details of the work [Please enclose copy of Work /Purchase Order]			
4.	Value of work as completed			
5.	Date of award of contract			
6.	Date of completion of work			
7.	Details of Service & Maintenance Work			
8.	Testimonials	As many clients		

C. TERMS & CONDITIONS

1. Only those OEM's (Original Equipment Manufacturers) and authorised dealers/suppliers of Silent DG Set, who have minimum 03 years of experience in the field of undertaking similar works for Government/Banks/Reputed Companies and who fulfil the following pre-qualification criteria are eligible to participate in tender:

- a) Minimum 03 years of experience in undertaking similar nature of works
- b) Minimum yearly turnover of at least Sri Lankan Rupees 75,00,000/- during last 03 financial years supported by audited financial statements. The bidder should not have incurred any financial loss for more than one year during the last three years ending on **date of tender.**
- c) Service and Maintenance facilities of said brand in Sri Lanka.
- d) Strong testimonials on service guaranty by clients in Sri Lanka.
- e) Replacement Guarantee of 1 year. The vendor shall replace the DG Set in case of any major problem occurs within 1 year from the date of handing over of DG Set.

2. Bidders should submit copies of 3 Work Orders indicating scope and value of Purchase Orders for the supply & Installation of Silent DG Sets and completion certificate for the qualifying works.

3. Bids submitted by a firm who is found to be not satisfying the above criteria will be rejected.

4. The bidders should inspect the site on any working day before submitting the bids.

5. The last date of submission of sealed bid offer as mentioned above is **08.06.2022 (1730 hrs)**. The sealed envelope addressed to **Head of Chancery, Assistant High Commission of India, PO Box 27, No. 1A Mahamaya Mawatha, Kandy** may be submitted at the Reception during the working hours on or before the last date & time.

6. In the first stage, only technical bids will be opened for evaluation and Financial Bids of only those bidders whose technical bids are acceptable/qualified will be opened after evaluation of technical bid. The representatives of the bidders, if they wish, may remain present while opening of the technical bids and financial bids.

7. All the pages/documents of the bid should bear the signature of the bidder with date. All the entries by the bidder should be in one ink & legibly written. Any over-writing corrections & cuttings should bear dated initials of the bidder. Corrections should be made by writing-again instead of shaping or over-writing.

8. Rates should be quoted both in figures as well as in words. In case the rates quoted in words & figures are at variance, the rates written in words will be taken as final.

9. Assistant High Commission of India, Kandy reserves the right to reject or accept any or all application(s) without assigning any reasons and to restrict

the list of pre-qualified agencies to any number deemed suitable by it. Bids incomplete in any form are liable to be rejected outright.

10. Finalization of any bid is the sole discretion of the Assistant High Commission of India, Kandy. At any time prior to the deadline for submission of bids, the Assistant High Commission may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.

D. INSTRUCTIONS FOR SUBMISSION OF BID

1. Bid should be submitted in two covers system viz; separate sealed **Envelope-1** for Technical Bid and **Envelope-2** for Price Bid. Both Technical & Price bid envelopes should be placed in one larger envelope duly superscribing the name of the work "SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF 01 (ONE) 25 KVA AND 01 (ONE) 7.5 KVA SILENT DIESEL GENERATOR SETS WITH ACOUSTICS ENCLOSURE AND RELATED ACCESSORIES IN ASSISTANT HIGH COMMISSION OF INDIA, KANDY" written prominently. The full name, postal address and phone/ Fax of the Bidder shall be written on the bottom left hand corner of each of the sealed envelopes. Further, envelopes containing each part shall be superscripted as under:-

Envelope 1	:	Technical Bid
Envelope 2	:	Financial/Price Bid

2. The ORIGINAL bid shall be duly marked on the Envelopes. PRICE BID NEEDS TO BE SUBMITTED WITH ORIGINAL BID ONLY.

3. **Envelope -1:** The first cover shall be submitted along with the following documents and the cover should be superscripted with "**ENVELOPE-1: TECHNICAL BID FOR "SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF 01 (ONE) 25 KVA AND 01 (ONE) 7.5 KVA SILENT DIESEL GENERATOR SETS WITH ACOUSTICS ENCLOSURE AND RELATED ACCESSORIES IN Assistant High Commission OF INDIA, Kandy"**".

4. The technical proposal shall include the following for evaluation of technical bids:

- a) EMD (Earnest Money Deposit) / Bid Security (LKR 1,50,000/-) (to be enclosed with ORIGINAL bid).
- b) Information and documentary proof of experience, financial resources etc
- c) Declaration as required as per instructions to Bidders
- d) Copy of Original bid document duly filled in and completed in all respects except prices, signed with rubber seal on each page as a proof of acceptance
- e) Signed declaration stating that no alteration has been made in any form in the downloaded tender document
- f) Signed declaration stating that Bidder have not been banned or de-listed by any Govt. or quasi Govt. agency or Public Sector Undertaking
- g) Declaration stating the acceptance of payment terms of "General Conditions of the Contract".
- h) Copy of Duly filled "Tender Form".
- i) Copy of Bidders company Registration Certificate.
- j) Copy of background of the organization with respect to similar experience and brief description of projects recently undertaken in the relevant field

- k) Copies of similar Work orders / performance certificates / job completion certificates for each individual item for which the bid is submitted, issued by the client during the past 3 years, for evaluation of financial & technical capabilities of the bidders. Work orders / performance certificates / job completion certificates shall be in the name of bidder only
- l) Undertaking to commence the work as per tender document
- m) The bidder shall furnish the details of payee name for release of payment through cheque.
- n) The Envelope-1 shall not contain any information on price. Bids containing price in Envelope-1 will be liable for rejection
- o) **Envelope-2:** The second cover shall be submitted along with the following documents and the cover should be superscribed with **"ENVELOPE-2: PRICE BID (Price Bid) SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF 01 (ONE) 25 KVA AND 01 (ONE) 7.5 KVA SILENT DIESEL GENERATOR SETS WITH ACOUSTICS ENCLOSURE AND RELATED ACCESSORIES IN Assistant High Commission OF INDIA, Kandy"** and shall contain; Schedule of Prices duly filled in the specified form, i.e. "Bill of Quantities", It may please be noted that this part shall not contain any terms, conditions or deviations. Any condition given in the price bid (Envelope-2) will be a sufficient cause for rejection of bid. Prices quoted by the Bidder shall remain firm and fixed and valid till the validity time.

E. SCOPE OF WORK

1. The scope of work of the bidder in brief is enumerated below:
 - a) Supplying, installation, testing and commissioning of one-25 KVA and one-7.5 KVA DG Sets, with complete acoustic enclosure, circuit breaker, battery pack, base fuel tank, display screen with analogical values and **AMF/ATS panel**.
 - b) All Civil Works, **if required** for the preparation of Platform (PCC foundation of appropriate size at least 9 inches above the ground, length and width of the Foundation should be atleast 200mm to 400mm more than that of the DG set size to ensure the least vibration, foundation must be rigid) necessary for the installation of the Silent DG Sets.
 - c) Proper earthing required for the installation of Silent DG Sets and protection of equipment and Human being. Copper/GI plate earthing with Copper/GI plate of minimum size 600*600*3 mm and Copper/GI strip of size 25*3 mm laid in ground at a depth of 12 feet complete with Charcoal, Salt and Manhole cover etc.
 - d) Supply, installation and testing of Changeover and other electrical fittings, cables etc. required for the installation of DG Sets
 - e) Arrangement of equipment, tool and tackles and scaffolding material for installation of the equipment at site at the cost of bidder.
 - f) Required quantity of lubricant and coolant are to be arranged by bidder at the cost of bidder till commissioning and handing over the system and during the guarantee period of one year.
 - g) Submission of guarantee certificate and test certificates of the manufacturer.
 - h) Installation of exhaust pipes with suitable insulation up to the required level of the building as required by the concerned statutory authorities.

i) Cleaning and removal of all unused / wastage material from the site immediately after handing over the equipment.

3. The bidder shall, at their own expense, arrange for safety provisions as per safety codes and Rules, Regulations and Laws as may be applicable, in respect of all labour, directly or indirectly employed in the work.

4. The bidder shall not assign the contract or any part thereof without the prior written consent /approval of the Assistant High Commission of India, Kandy.

F. DOCUMENTATION:

1. 2 set of following documents shall be provided by the manufacturer / supplier with the following:-

- O& M Manual of Diesel Engine
- Spare parts list of Diesel Engine
- Test Certificate of Diesel Engine
- Test certificate of Alternator
- Test Certificate of D.G. Set

G. EARNEST MONEY DEPOSIT (EMD):

1. The Earnest Money Deposit (EMD) of **LKR 1,50,000/- (One Lakh Fifty Thousand only)** is to be deposited with Assistant High Commissions following account:

Name of the Account : Assistant High Commission of India, Kandy

Account No. : 25380021720219

Name of the Bank : State Bank of India, Kandy, Sri Lanka

Original Credit Slip/Deposit Slip issued by the bank has to be submitted along with the Technical Bid as a proof of depositing EMD.

2. The EMD shall be **forfeited** in case:

- a) The bidder withdraws its offer during the period of tender validity.
- b) After submission of bid, the bidder fails to honour the order or refuses to comply with any or all terms and conditions as mentioned in the tender document.

3. The EMDs of the unsuccessful bidders will be refunded without any interest after awarding of bid to successful bidder. **EMD of successful bidder will be returned after retention of Performance Guarantee.**

H. PERFORMANCE GUARANTEE:

- a) Five percent (5%) of the Purchase Order value will be retained as Performance Guarantee for the entire period of replacement guarantee of 1 year from the date of handing over the DG Set. This amount will be released on completion of guarantee period.
- b) The losses to the Assistant High Commission, if any, which are directly attributable to the firm, shall be deducted from the bills /adjusted from the performance guarantee.

I. VALIDITY OF BID:

- a) The offer should be valid for a minimum period of **120 days** from the date of opening of technical bid.

K. PAYMENT SCHEDULE:

- I. 95% of total amount after installation and successful testing & commissioning the DG set.
- II. Remaining 5% will be released on completion of replacement guarantee period of 1 year from the date of handing over of DG set.
- III. The bills complete in all respect should be presented to the Assistant High Commission and payment of the bills will be made after scrutinizing and verifying the bills within a period of 15 days from the date of receipt of the bills.
- IV. Payment will be made in Local Currency by account payee cheque only. Successful bidder shall provide details along with the bills.

L. FORCE MAJEURE:

Any delay due to Force Majeure will not be attributable to the bidder. Force Majeure events shall mean one or more of the following acts or events: Acts of God or events beyond the reasonable control of the Affected Party which could not reasonably have been expected to occur, exceptionally adverse weather conditions, lightning, earthquake, cyclone, flood, volcanic eruption or fire or landslide; Radioactive contamination or ionizing radiation; Strikes or boycotts (other than those involving the Supplier or its employees / representatives or attributable to any act or omission of any of them) interrupting supplies and services of the Project for a period exceeding a continuous period of 7 (seven) days; An act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, riot, insurrection, terrorist or military action, civil commotion or politically motivated sabotage which prevents rendering of supplies or specified services by the Supplier for a period exceeding a continuous period of 7 (seven) days.

M. ARBITRATION AND LAWS:

In case of any dispute or difference arising out of or in connection with the tender conditions/ order and Contract, the Assistant High Commission and the Supplier will address the dispute / difference on a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the Assistant High Commission. The arbitration proceedings will be conducted in accordance with and be subject to the UNCITRAL (United Nations commission on International Trade Laws) Arbitration Rules, as amended from time to time and the decision of the arbitrators as mentioned above shall be final and binding on the parties. The venue of arbitration shall be at Kandy only. The resolution of the Arbitrator shall be final and binding on both the parties.

N. TECHNICAL PARTICULARS

S.No.	Item Description	For 25 KVA and 7.5 KVA
1.	<p>Engine Make</p> <p>Model Number</p> <p>Type</p> <p>Type of cooling system</p> <p>Type of silencer</p> <p>Fuel tank capacity</p> <p>Shaft HP at 1500 RPM</p> <p>Type of Governor</p> <p>Fuel consumption at full load/hour</p>	
	<p>Alternator Make</p> <p>Model Number</p> <p>Frame Size</p> <p>Rated Voltage</p> <p>Capacity in KVA</p> <p>Excitation</p> <p>% Regulation</p> <p>Type of Enclosures</p> <p>Class of insulation for winding</p>	
	Batteries	

	<p>Make</p> <p>Voltage</p> <p>Capacity in Amp. Hour</p> <p>Whether stand included or not</p>	
	<p>Coupling Type</p> <p>Whether guard provided or not</p> <p>Whether base plate is included or not</p>	
	<p>Dia of exhaust Pipe</p> <ul style="list-style-type: none"> - Thickness of exhaust Pipe - Thickness and type of - Exhaust pipe insulation 	
	<p>List of tools normally supplied with the engine & alternator, free of cost. (Please enclose details in separate annexure)</p>	
	<p>List of spares normally supplied along with the engine & alternator, free of cost. (Please enclose details in separate annexure)</p>	

O. CHECK LIST:

S. No	Description	Assistant High Commission's Terms	Whether acceptable or not
1.	Validity of offer	Shall be valid for 120 days from the date of opening of financial bid	
2.	Earnest Money Deposit	Shall deposit LKR 1,50,000/- to Assistant High Commission's Bank A/c 25380021720219 with State Bank of India at Kandy branch and submit original Credit/Deposit slip along with technical bid	
3.	Completion Period	1 month from 10th day after the date of issue of Purchase Order	

4.	Guarantee	All equipment shall be guaranteed for a period of one year from the date of Handing over. Please indicate service facility available at Sri Lanka	
5.	Terms of Payments	(a) 95% after installation and successful testing & commissioning the DG set. (b) Remaining 5% will be released on completion of guarantee period.	

Signature of Contractor/bidder
(Name of the contractor/bidder of the firm authorised to sign with seal)
Date: _____

Note: - Please indicate Yes/No against the items. If No, please indicate the deviation from the stipulated clause.

**Assistant High Commission of India
Kandy

No. Kand/Prop/885/01/2022

Dated the May 19, 2022

**Tender for supply, Installation, Testing & Commissioning of Diesel
Generator Sets for Assistant High Commission of India, Kandy**

**PART-II
(PRICE BID)**

Name of the Tenderer

:

Address

:

Telephone Number

:

E-mail

:

Date of Submission

:

**Assistant High Commission of India
Kandy

No. Kand/Prop/885/01/2022

Dated the May 19, 2022

**Tender for supply, Installation, Testing & Commissioning of (One- 25
KVA and One- 7.5 KVA) Diesel Generator Sets for Assistant High
Commission of India, Kandy**

**PART-II
(SCHEDULE OF QUANTITIES)**

S. No	Description	Quantity	Rate (LKR)	Unit	Rate (LKR)
1.	<p>Supply, installation in position, testing, commissioning and handing over of silent diesel generator sets of capacity of 01 (one) number of 25 KVA and 01 (one) number of 7.5 KVA, 3 phase, 415 volts, 50Hz complete with diesel engine with radiator, (water cooled) along with self starting device, batteries, battery charger, engine panel, base frame, anti-vibration mounts, diesel tank, AMF/ATS panel and all connected accessories including standard set of tools and spares (to be supplied at free of cost) complete as described in detailed technical specifications. The amount quoted shall be inclusive of the following:</p> <ul style="list-style-type: none">a) Unit Set Priceb) Freight & Insurance Charges till sitec) Complete Installation, Testing & Commissioning along with the AMF/ATS Panel. Including obtaining approval of authorities, if any.d) Cost of consumable like diesel, lubricant, oil, etc. for testing and commissioning of set (approx.16 hours)				
2.	Supply and laying of 120 sq.mm. 04 (four) core UGC	Indicate requirements			

	armoured power cable, XLPE, aluminium × 1 run conductor cable to be laid on wall/ceiling/trench with required materials complete as directed between alternator terminals and AMFcontrol panel etc. complete as per specifications and as directed	on the basis of prior visit by the representatives of firm/contractor			
3.	Termination of 120 sq.mm. 04 (four) core UGC armoured power cable, XLPE, aluminium × 1 run conductor cable between DG set alternator and AMF/ATS control panel with required materials such as aluminium lugs, heavy duty compression type brass gland, insulating tapes, chromium plated nut and bolts etc. complete, (if required)	Indicate requirements on the basis of prior visit by the representatives of firm/contractor			
4.	Supply and laying of 120 sq.mm. 04 (four) core UGC armoured power cable, XLPE, aluminium × 1 run for main line sensing to be laid on wall/ceiling/trench with required materials complete as directed between main ACB terminals (Substation) and AMFcontrol panel (DG Room) etc. complete as per specifications, (if required)	----do----			
5.	Supply and laying of 120 sq.mm. 04 (four) core UGC armoured power cable, XLPE, aluminium × 1 run for load to be laid on wall/ceiling/trench with required materials complete as directed between outgoing load of AMF control panel terminal to Busbar via suitable recommended rating of “two ways changeover switch” as per specifications, (if required)				
6.	Supply and laying of 120 sq.mm. 04 (four) core UGC armoured power cable, XLPE, aluminium × 1 run between DG Set output and AMF control panel terminal	----do----			
7.	Supplying and laying of control panel cable 2.5 sq mm 10 core (Cu.) between DG Set	----do----			

	alternator with AMF/ATS control panel along with copper link.				
8.	Cost of providing Earth Station with Copper Plates 600 x 600 x 3.14 mm embedded at least at a depth of 12 feet and filling of alternate layers of charcoal,salt and making a 300 mm x 300 mm chamber(brick masonry) with chequered MS sheet cover,funnel,water pipe including supply & laying of 25 mm x 3 mm Copper Earth Strip up to the test point, (if required as old earthing exists)	----do----			
9.	Supply and Fixing of 25 mm x 3 mm Copper Earth Strip with required materials such as brass clamps, screws, spacers and with riveted joints and connections with chromium plated nut and bolts complete, (if required)	----do----			
10.	Supply and installation of insulated MS exhaust piping of suitable dia for 7.5/25 KVA DG set as recommended by the manufacturer of the diesel engine with thermal insulation by using glass wool and covering with aluminium sheet complete with required materials such as supports etc.as directed (NB - size of the pipe proposed may be please be indicated). Size -----mm dia, (if required)	----do----			
11.	Fabricating, providing and installing at site acoustic enclosure suitable for 75dBA within 1m for DG set as per specification indicated in tender part-I, (if required)	----do----			
12.	Cost for installation of New AMF/ATS Panel suitable for silent DG set				
13.	AMC per annum valid for the 3 years after the guarantee period of one year is over, (a) Comprehensive with				

	spares (b) Without spares Annual Maintenance Contract amount shall be paid on quarterly basis on rendering satisfactory service Per Annum				
	Total (in figures)				
	Total (in words)				

Declaration

1. This is certified that the rates quoted above are not more than the rates charged from any other Institution / Department / Organization.
2. I / We have gone through the terms & conditions stipulated in the tender document and confirm to abide by the same.
3. No other charges would be payable by the Assistant High Commission of India, Kandy.

Signature of Contractor/bidder
 (Name of the contractor/bidder of the firm authorised to sign)

Place:

Date:

[NOT TO MENTION PRICE OR AMOUNT IN TECHNICAL BID DOCUMENT]