



Bhagyanagar Gas Ltd.

BHAGYANAGAR GAS
LIMITED

Tender for Comprehensive Annual Maintenance Contract (AMC)
Services for Delta make Compressor Packages of BGL at
Hyderabad and Vijayawada.
Bid Document No. BGL/347/2017-18

VOLUME
II OF II



Bhagyanagar Gas Ltd.

BHAGYANAGAR GAS LIMITED

(A JOINT VENTURE OF HPCL & GAIL)

BID DOCUMENT FOR

**Tender for Comprehensive Annual Maintenance Contract
(AMC) Services for Delta Compressor Packages of BGL at
Hyderabad & Vijayawada.**

**UNDER LIMITED DOMESTIC
COMPETITIVE BIDDING IN TWO BID SYSTEM**

Bid Document No.: BGL/347/2017-18

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SECTION 7

SERVICE REQUISITION

For SOR – PART-A: Comprehensive Annual Maintenance Contract (AMC) Services for Delta make Booster Compressor Packages of BGL at Hyderabad & Vijayawada.

CAMC proposed will be limited to the equipments listed under Hyderabad & Vijayawada CNG Mother Station as per details given below for a period of **24 months**:

S.No	Description	Location	Remarks
	Delta Compressor packages consisting of (a) Delta Aspro CNG Compressor (Model IODM-70-3-19(BD) and Model IODM-70-3-19) 600 SCMh capacity) (b) Electric Motor make WEG & SIEMENS with 120 HP & 100 HP (c) Air Compressor Motor WEG make with 2 HP.		
1	Vijayawada	Ajitsing Nagar - Vijayawada	600SCMH,Fixed Suction
2	Vijayawada	Governor Pet II - Vijayawada	600SCMH,Variable suction
3	Hyderabad	M/s.Rajashree Service Station,Bahadurpura	600SCMH,Variable suction

For SOR – PART-B: Comprehensive Annual Maintenance Contract (AMC) Services for 1 No. Gas Engine Driven Delta Aspro make Booster Compressor Package (2000 SCMh) at Mother Station, Hyderabad.

CAMC proposed will be limited to the equipments listed under Hyderabad CNG Mother Station as per details given below for a period of **24 months**:

Sl. No.	Name of Equipment & Make	Model & Brief specification	Qty.	
Pkg 01	a	CNG On-line Compressor: Delta Aspro	Aspro IODM 75-2-40 G, 2000 SCMh capacity	01
	b	Gas Engine: Cummins	GTA-855-C-BC, 227 HP	01
	c	Air Compressor: Ingersoll-Rand	2475, 5.5 HP	01

Includes other accessories like Heat/Air exchanger, Instrumentation & control panel etc. related to the above Gas Compressor package.



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Tender for Comprehensive Annual Maintenance
Contract (AMC) Services for Delta Compressor
Packages of BGL at Hyderabad & Vijayawada.

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SECTION 8

SCOPE OF WORK

Scope of Work:

OPERATION & MAINTENANCE OF COMPRESSORS UNDER ANNUAL MAINTENANCE CONTRACT

The Contractor must follow the Operation & Maintenance requirement as stated below but not limited to and ensure to provide trouble free services to the satisfaction of the owner.

1. Accommodation / transportation / medical:

The contractor shall make his own arrangement for the accommodation of his personnel at respective locations and subsequent transportation arrangement for them from their place of residence to work place or any other place as required and company shall have no obligation in this respect. The company shall not be responsible for providing any medical assistance to the contractor personnel.

2. Discipline:

The Contractor shall be responsible for the discipline and good behaviour of all his personnel deployed in the services contracted out and should any complaint be received against any of his employee; he shall arrange to replace such persons within 24 hours of notice issued by the Engineer-in-Charge. The decision of the Engineer-in-Charge in this matter shall be final and binding on the contractor.

3. Gate pass / identity card:

The contract shall arrange to supply / renew identity card to his workforce at his own cost, if so required by BGL for security or for any other reasons. Those contractor's personnel shall be required to carry their respective identity cards while on duty and produce on demand.

4. Right to get services carried out through their agencies:

Nothing contained herein shall restrict BGL from accepting similar services from other agencies, at its discretion and at the risk and cost of the contractor, if the contractor fails to provide the said services any time.

5. Sub-letting of contract:

No part of this contract nor any share or interest therein in any manner or extent, will be transferred or assigned or sub-let, directly or indirectly to any person / firm or Organization without prior permission of BGL.

6. Compliance of Laws:

The Contractor deploying 20 (twenty) or more workmen as contract labour shall have to obtain licence from appropriate licensing authority, if required. The Contractor (which shall include the contracting firm / company) shall be solely liable to obtain and to abide by all necessary licenses from the concerned authorities as provided under the various labour laws legislation's including labour license from the competent authority under the Contract Labour ("Regulation & Abolition") Act 1970 and Acts made thereafter.

The Contractor shall be responsible for necessary contributions towards PF, Family Pension, ESIC or any other statutory payments to Government agencies as applicable under the laws in respect of the contract and personnel deployed by the contractor for rendering services to BGL and shall deposit the required amount with the concerned statutory authorities on or before due dates. The contractor shall obtain a separate PF number from the concerned Regional Provident Fund Commissioner and submit necessary proof of having deposited the employees as well as the employer's contribution to the Provident Fund.

The Contractor shall not engage / deploy any person of less than 18 years under this contract and the persons to be deployed should be physically and mentally fit.

The installation where job is to be carried out are live and have hydrocarbon environment. Contractor shall comply with all safety and security rules and regulations and other rules laid down by BGL for its operation. It shall be the duty / responsibility of the Contractor to ensure the compliance of fire, safety, security and other operational rules and regulations by his personnel. Disregard to these rules by the contractor's personnel will lead to the termination of the contract in all respects and shall face penal / legal consequences.

The Contractor shall arrange for insurance of all this workers engaged on the job as per the relevant Acts, rules and regulations, etc. In case by virtue of provisions of worker's compensation Act, 1923 or any other law in force. BGL has to pay compensation for a workman employed by the Contractor due to any cause whatsoever the amount so paid shall be recovered from the dues payable to the Contractor and / or security deposit.

7. The officer in charge shall have power to:

- i) Issue the Contractor from time to time during the running of the contract such further instructions as shall be necessary for the purpose of proper and adequate execution of the contract and the Contractor shall carry out and bound by the same.
- ii) During the currency of this contract, BGL can increase and/or decrease the number of the services / technicians to meet contractual requirements.
- iii) Order the Contractor to remove or replace any workman whom the company considers incompetent or unsuitable and opinion of the company representative as to the competence of any workman engaged by the Contractor shall be final and binding on the contractor.

8. Repatriation and termination:

BGL shall reserves the right at any time during the currency of the contract, to terminate it by giving 30 days notice to contractor, and upon expiry of such notice period the Contractor shall vacate the site / office occupied by him immediately.

9. Indemnity agreement:

Contractor shall exclusively be liable for non-compliance of the provision of any act, laws, rules and regulations having bearing over engagement of workers directly or indirectly for execution of work and the Contractor hereby undertake to indemnify the company against all actions, suits, proceedings, claims, damages demands, losses, etc. which may arise under

minimum wages act, payment of wages act, workman compensation act, personnel injury (compensation insurance) act ESI Act, Fatal Accident Act, Industrial Dispute Act, Shops and Establishment Act, Employees Provident Fund Act, Family Pension and deposit Linked Insurance Scheme or any other act or statutes not herein specifically mentioned but having director or indirect application for the persons engaged under this contract. (A certificate to this effect shall be submitted by the Contractor immediately on receipt of LOA).

10. Compensation for non-fulfilment of obligation under Comprehensive Annual Maintenance Contract (AMC):

If the Contractor fails to provide the required services,

Break-down penalty would be applicable as follows:

- For Shutdown restored within 8 hours - No Penalty.
- For Shutdown restored beyond 8 hours upto 16 hours – Rs. 5000/-
- For Shutdown restored beyond 16 hours upto 24 hours – Rs. 10000/-
- For Shutdown restored beyond 24 hours upto 32 hours – Rs. 15000/-
- For Shutdown restored beyond 32 hours upto 40 hours – Rs. 20000/-
- For Shutdown restored beyond 40 hours upto 72 hours – Rs. 30000/-
- In case there is a continuous breakdown beyond 72 hours upto 15 days, 50% of monthly maintenance charges excluding operational part (30% of Lump-sum Charges) will be deducted.
- In case there is a continuous breakdown beyond 15 days, no maintenance charges will be paid. Only operational charges (i.e, 30% of Lump-sum Charges) may be payable at the sole discretion of Engineer-in-charge

11. Contractor's responsibility:

The Contractor shall depute his Supervisor / O&M In charge for supervision of the services to receive instructions from Engineer-in-Charge or his representative.

12. Employment liability of contractor:

The Contractor shall ensure and will be solely responsible for payment of wages and other dues latest by 7th of the following month to the personnel deployed by him in the presence of the Company's representative.

The Contractor shall be directly responsible and indemnify the company against all charges, claims, dues etc. arising out of disputes relating to the dues and employment of personnel deployed by him.

The Contractor shall indemnify the company against all losses or damages caused to it on account of acts of the personnel deployed by the contractor. The Contractor shall ensure regular and effective supervision of the personnel deployed by him.

The Contractor shall be liable for making good all damages / losses arising out of loss or theft of each handled, leakage, pilferage of any office, furniture equipment fitting and fixtures what-so-ever as may be caused directly or indirectly by the engaged persons through him / work carried out by them.

13. General:

The operation and maintenance services shall be provided in terms of shift pattern on the round the clock basis.

- i) The Contractor shall deploy adequate number of technicians / operators / engineers / helpers as well as tools & equipment for smooth and proper operation & maintenance of the compressors supplied in terms of the contract. In case required to meet operational requirements, the Contractor shall augment the same as per direction of Engineer-in-Charge.
- ii) The Contractor is required to carry out all services as mentioned in the Scope of Services and Schedule of Rates on all the 365 days including Sunday and all holiday and around the clock
- iii) The Contractor shall allow weekly rest and daily working hours to his workmen as per the relevant Act / Law / and Rule made there under. However, no work shall be left incomplete / unattended on any holiday / weekly rest. Technician / operator provided shall have minimum qualification of ITI. Contract in person or his authorized representative shall provide the services on daily basis to interact with Engineer-in-Charge and deployed workmen.
- iv) The workforce deployed by the Contractor for O&M services at CNG installation shall be of sound relevant technical professional expertise which is otherwise also essential from the safety point of view of the personnel of the Contractor as well as for the installation.
- v) Contractor has to ensure the safety of man and machine all the times. Damages of equipment due to negligence will be recovered as per the decision of Engineer-in-Charge, which will be final.
- vi) Regarding work completion, the decision of the Engineer-in-Charge will be final and binding.
- vii) The Contractor shall make his own arrangements to provide all facilities like boarding and transport etc. to his workmen.
- viii) All personnel of the Contractor entering on work premises shall be properly and neatly dressed and shall wear uniform, PPE, badges while working on premises of the company including work sites.
- ix) Contractor shall maintain proper record of his working employee's attendance and payment made to them.
- x) The Contractor's representative / supervisor shall report daily to the Shift-in-Charge for day to day working.
- xi) All the safety rules and regulations prevailing and applicable from time to time at the installations as directed by BGL will be strictly adhered to by the contractor.

- xii) The rates quoted by the Contractor must be inclusive of all taxes, duties, service tax, work contract tax and any other levies, contractor's share of P.F. and insurance charges, contractor's profit and any other expenditure etc.
- xiii) It will be the responsibility of the Contractor to pay as per the minimum wages of the appropriate government applicable under the Minimum Wage Act 1948.
- xiv) The services shall be provided in terms of shift pattern on the round the clock basis. The Contractor is responsible to provide effective and efficient services in all shifts and assure that there is no disruption in the services for want of any resources.
- xv) The Contractor shall deploy adequate number of technicians at various site offices in consultation with Engineer-In-Charge to provide trouble free operation & maintenance of the dispensers. Site in charge shall always be available 24 hours on Mobile Phone.
- xvi) All arrangements for communication from control room to the contract person working on job under the services shall be the responsibility of the contractor, viz pagers / walky-talky.
- xvii) All the jobs mentioned under scope of services shall be carried out as per sound engineering practices, work procedure documentation, recommendation of the manufacturer and as per the guidelines / direction of engineer-in-charge of authorized representative.

14. Operation & Maintenance of compressor packages during contract period:

- a) All OEM spares, required for carrying out the operation and maintenance of the complete compressor packages during the contract period, including preventive, predictive, breakdown maintenance etc. for continuous and uninterrupted operation of compressor packages shall be supplied by the contractor at free of cost to the Owner.
- b) The Contractor shall have to keep all the consumables like lubricants, coolant, filters, gaskets, O-rings etc. required for carrying out preventive, predictive, breakdown maintenance etc. of the package so as to minimize the down time of the compressor.
- c) All tools, tackles and fixtures required for carrying out the above maintenance of the compressor shall be in scope of the Contractor. The scope will also include handling equipment like crane, forklift, chain pulley block etc. required during the any maintenance activity. Painting of the required equipment/enclosure should be completed on yearly basis.
- d) Any expert services required from principle company or OEM shall be arranged by the Contractor or his agent at his own cost. All arrangements like phone, fax, computer, internet etc. required for correspondences with above personnel shall be arranged by the Contractor.
- e) The periodic maintenance required to be done as per OEM recommendation shall be taken up promptly. The Contractor shall provide the detailed preventive maintenance schedule along with

- i) Estimated down time required for each type of maintenance schedule.
 - ii) List of spares and their quantities required for each type of maintenance schedule per Compressor.
 - iii) Type and number of man days required for each type of maintenance schedule per Compressor.
- f) The Contractor shall use only OEM's certified spares during maintenance. In case, the schedule maintenance of the OEM manual recommends checking and replacing parts like valves springs, valve plates, piston rings etc. after certain time interval, same shall be replaced or used further only on approval from the BGL representative. However any unto ward consequences for non-replacement of such parts shall be the responsibility of the Contractor.
- g) All routine and periodic checks / inspections required to be done as per OEM recommendation shall be done by the Contractor. Instruments required for above inspection like vernier calliper, micrometer screw gauge, fill gauges, bore gauge etc. shall be in scope of the Contractor and these instruments shall be calibrated every year.
- h) All parts replaced by the Contractor during the above contract period shall be properly packed and stored/disposed/scrapped.
- i) The Contractor shall submit a copy of the daily / weekly / fortnightly / monthly / bio-monthly / quarterly and yearly performance report to the EIC in both soft and hard form. All stationery including the printed material shall be in scope of the Contractor.
- j) All the maintenance / inspection job carried out by the Contractor shall be recorded and the report of the same shall be jointly signed by BGL representative.
- k) The EIC will be final authority to take decision with regards to maintenance or replacement of spares or any disagreement between the Contractor and BGL, during the execution of the contract.
- l) The Contractor shall carry out calibration of gas detectors and flame detectors every six months/yearly or earlier as per requirement or instruction of EIC of BGL. Also yearly calibration of all the instruments such as pressure gauges, transmitters, switches, mass flow meters etc. shall be in the scope of the Contractor. In addition to the above all safety relief valves shall also be tested and calibrated every year.
- m) PLC Programming/repair/reinstall is in the scope of contractor and same should be carried out with OEM/OES.
- n) Calibration shall be done from government-approved laboratories and shall be carried out at least 15 days prior to the calibration due date.
- o) The periodic maintenance required to be done as per OEM recommendation shall be taken up promptly. The Contractor shall plan such maintenances during non peak hours and in consultancy with the EIC of BGL. Any maintenance that needs to be taken up shall be well planned in advance with due approval of the EIC. The scope shall include preparation of maintenance schedule for carrying out the maintenance during the contract period.

Brief SCOPE OF WORK :

For SOR – PART-A: Comprehensive Annual Maintenance Contract (AMC) Services for Delta make Booster Compressor Packages of BGL at Hyderabad & Vijayawada.

1. Equipment under AMC

Comprehensive AMC proposed will be limited to the equipment listed under Hyderabad and Vijayawada CNG stations as per details given below:

Sr. No.	Name of Equipment & Make	Model & Brief Specification	Qty. (Nos.)
1	Booster Compressor Package of Deltamake	IODM-70-3-19 / (BD) model of 600 SCM capacity	3

Other accessories like Radiator with motors and pumps, Air Compressors, Control panel etc. related to the Booster Compressor packages.

2. Contractor team (Technician / Operator) – Roles and Responsibility:

The functions and responsibilities are listed below:

- To function as an integral member of the BGL O&M coordination team.
- Interface with Contractor / BGL on all equipment and system issues mobilize any Contractor / BGL resources required for scheduled or unscheduled maintenance.
- Assist BGL personnel with development and implementation of sound operating and maintenance strategy and procedures, including corrective action guidance.
- Assessments of consumables, operational and maintenance spares, OEM services etc. Maintain spares inventory well in stock to avoid any uninterrupted operations on round the clock basis.
- Provide reports as per BGL O&M practices.
- Conduct training programs for upgrading O&M resources, participate in all Contractor / BGL sponsored safety trainings.
- Collect and provide data as deemed necessary by BGL to analyze equipment performance.
- Responsible for performing all routine, breakdown & scheduled maintenance activities during O&M.
- Monitor the performance of equipments.
- Monitor all essential parameters of the running equipment and report any discrepancy in operational parameters.
- Responsible for log book data capturing, minor maintenance activities, safety of equipments for safe operations.

Maintenance team shall be made available for work on 24 Hrs. basis.

3. Scope of work – Operation & Maintenance

3.1 Spares & Consumables

All Spares and Consumables like Frame oil, Air Compressor lube oil, Coolant, DM water, Gear box oil, Grease etc. will be in Contractor scope during the Comprehensive AMC period. BGL shall approve the installation of OEM equivalent spares; however contractor

should submit all the technical details of equivalent spares to the concerned EIC prior to installation for approval.

3.2 Tools & Tackles

One set of conventional Mechanical & Electrical general tools for maintenance job shall be provided by Contractor.

3.3 Special Services

- i. Contractor shall arrange calibration of all the instruments which are installed in the package annually after necessary approval from BGL
- ii. Contractor shall arrange filling of Co2 cylinders quarterly, however the flooding system function check with discharging the Co2 shall be carried periodically and recorded
- iii. Contractor shall arrange visit of vendor representative for package routine maintenance depending on site requirement. Services like inspection, breakdown, top / major overhauls shall be taken care by contractor.
- iv. Contractor shall arrange welder / plumber when required with material if required
- v. Contractor shall arrange Panel vendor / Software programmer visit when required with parts if required
- vi. Contractor shall provide all necessary lifting equipment
- vii. Contractor shall provide all necessary facilities of any additional repair, welding, testing, calibrations etc.
- viii. OEM services if required for any Overhauls
- ix. Maintenance of the instruments, transmitters, controls, switchgear with in the battery limit
 - x. Contractor shall provide First Aid box at site
 - xi. Contractor shall provide painting of canopy and equipments annually / as and when required
 - xii. Contractor shall supply electrical system / panel which are damaged in case of power failure

3.4 Additional Services

Contractor shall provide any additional service that may be required, using the expertise and technology of OEM services and should provide a detailed inspection report

3.5 Scope for AMC Activities

Contractor shall depute site personnel as enlisted above for carrying out the AMC of the Booster compressor packages and Dispensers

Uninterrupted service shall be provided round the clock including Sundays and other holidays throughout the contract period. Contractor shall advise the schedule / predictive maintenance that need to be carried out and BGL will provide reasonable time period to carry out such work

Technician's activities are as detailed below:

1. All annual O&M spare parts (regular / breakdown / overhauling) will be in the scope of Contractor.
2. Round the clock trouble free and safe operation and maintenance of the following equipment as per laid down operating procedures

- a) Gas compressors, Electric motor, Cooling system, Overhead makeup coolant tank, Gas line with in the battery limit, Valves etc.
 - b) Instrumentation – PTs, TTs, PGs, FTs, Electronic panels, Control valves, PSVs etc.
 - c) Electrical panel, Radiator system, Air compressor system and Co2 flooding system.
3. Upkeep of all operational and maintenance records and everyday logging of all the critical parameters of equipment, hours run and any specific maintenance / repairs carried out including material / spares consumed
 4. Continuous vigil on the condition of running equipment
 5. Preventive maintenance schedule of all the equipment to be followed religiously using genuine OEM / OES spares and to be recorded in logbook
 6. Fault finding and troubleshooting of the equipment are carried out and maintain the record of it
 7. Schedule maintenance shall normally be carried out by interacting with Engineer in charge during day time general shift, however routine checks and maintenance to be carried out on round the clock
 8. Upkeep of equipment shall be taken up immediately after completion of maintenance or a repair and area shall be kept neat and clean. The waste generated during maintenance shall be dumped in a designated area with in the CNG station
 9. Provide the quality and adequate quantity of lubricating oils and cleaning agent as per OEM recommendations
 10. Coordinate calibration of the instruments and maintain records
 11. MIS duties – all Checklists, DPRs, Monthly reports miscellaneous correspondence regarding resource requirements and information required by management as and when required.
 12. Providing resources such as tools, cotton waste etc. as required for operations
 13. Providing all personnel with the necessary PPE like Safety shoes, Hand gloves, Cotton uniform etc. and ensure that the personnel shall all the time use PPE when they are at site
 15. Disposal of empty barrels / burnt oil barrels shall be disposed according to documented procedure.
 16. All wastes (hazardous, bio-degradable & non-biodegradable) are stored & disposed off as per documented procedure

For SOR – PART-B: Comprehensive Annual Maintenance Contract (AMC) Services for 1 No. Gas Engine Driven Delta Aspro make Booster Compressor Package (2000 SCMH) at Mother Station, Hyderabad.

1. Equipments under CAMC

CAMC Proposed will be limited to the equipments listed under Hyderabad CNG Mother Station as per details given below:

Sl. No.	Name of Equipment & Make	Model & Brief specification	Qty.	
Pkg 01	a	CNG On-line Compressor: Delta Aspro	Aspro IODM 75-2-40 G, 2000 SCMh capacity	01
	b	Gas Engine: Cummins	GTA-855-C-BC, 227 HP	01
	c	Air Compressor: Ingersoll- Rand	2475, 5.5 HP	01

Includes other accessories like Heat/Air exchanger, Instrumentation & control panel etc. related to the above Gas Compressor package.

2. Contractor team – Site deputation, Rolls and Responsibility

Contractor shall deploy sufficient manpower to take care of said compressor packages.

O&M In charge: with sufficient experience and qualification

The O&M In charge's functions and responsibilities are listed below:

- To function as a Co-ordinator with the BGL O&M team for CAMC services.
- Interface with Contractor / BGL on all equipment and system issues mobilize any Contractor / BGL resources required for scheduled or unscheduled maintenance.
- Assist BGL personnel with development and implementation of sound operating and maintenance strategy and procedures, including corrective action guidance.
- Assessments of consumables, operational and maintenance spares, OEM services and raise the requirements, procure the same after getting the necessary approval.
- Provide reports as per BGL O&M practices.
- Conduct training programs for upgrading O&M resources, participate in all Contractor / BGL sponsored safety trainings.
- Collect and provide data as deemed necessary by BGL to analyze equipment performance.

Maintenance Technicians: with sufficient experience and qualification

- To function as an integral member of Maintenance team for providing CAMC services to BGL, they will support site in-charge and will be available to meet any emergency situation.
- Assist the operation team for all routine, breakdown & scheduled maintenance activities during O&M.
- Monitor the performance of equipments.
- They will be part of operation team.

Operation Team: with sufficient experience and qualification

- Assist the operation & maintenance requirement for CAMC services to BGL.
- Monitor all essential parameters of the running equipment and report any discrepancy in operational parameters.

- c) Responsible for log book data capturing, minor maintenance activities, safety of team and handing over the charge to the next shift.

Maintenance team shall be made available for work on 24 Hrs. basis.

3. Scope of work – Operation & Maintenance

3.1 Spares & Consumables:

All OEM Spares & Consumables like Frame oil, Lubricator oil, Engine lube oil, Air Compressor lube oil, Coolant, DM water, Gear box oil, Gas/ Air filters, Oil filters, Grease etc. will be in Contractor scope during the AMC period.

3.2 Supply of Spares:

If any of the following spares need to be changed between the contract period contractor shall provide the spares, however cost for the spares shall be borne by BGL as per the quoted price.

The list of Spares which are in BGL Scope are as follows:

1. Mass Flow Meter
2. Soft Starter
3. PLC System
4. Co2 Flooding system
5. Change of Motor.

3.3 Tools & Tackles:

One set of conventional Mechanical & Electrical general tools for maintenance job shall be provided by Contractor and Special tools if any supplied along with the original equipments will be provided by BGL.

3.4 Special Services:

- i. Contractor shall arrange calibration of all the instruments which are installed in the package including mass flow meters (for which master mass flow shall be provided by BGL) annually after necessary approval from BGL
- ii. Contractor shall arrange filling of Co2 cylinders yearly, however the flooding system function check with discharging the Co2 shall be carried periodically and recorded.
- iii. Contractor shall arrange visit of vendor/ OEM representative for package routine maintenance depending on site requirement. Services like inspection, breakdown, top / major overhauls shall be taken care by contractor
- iv. Contractor shall arrange welder/ plumber/ painter when required with material if required
- v. Contractor shall arrange Electrical Panel vendor/ PLC Software programmer visit with parts etc if required
- vi. Contractor shall provide all necessary lifting equipment
- vii. Contractor shall provide all necessary facilities of any additional repair, welding, testing, calibrations, radiography, NDT, thickness measurement.
- viii. Contractor shall provide OEM services if required for Top & Major Overhaul

- ix. Maintenance of the instruments, transmitters, controls, switchgear within the battery limit
- x. Contractor shall provide First Aid box at site
- xi. Contractor shall provide painting of canopy and equipments annually / as and when required
- xii. Contractor shall supply electrical system / panel which are damaged in case of power failure

3.5 Additional Services:

Contractor shall provide any additional service that may be required, using the expertise and technology of OEM services and should provide a detailed inspection report.

3.6 Scope for AMC Activities:

Contractor shall depute his Supervisor/O&M Incharge for supervision of the services to receive instruction from EIC or his representative and also depute the site personnel as enlisted above for carrying out the AMC of the CNG compressor packages

Uninterrupted service shall be provided round through shift operations including Sundays and other holidays throughout the contract period. Contractor shall advise the schedule / predictive maintenance that need to be carried out and BGL will provide reasonable time period to carry out such work.

1. Operational activities involved in the contract are broadly, categorized below:

- i. Shift will run on 8 Hrs. pattern i.e. shift will function for round the clock
- ii. Taking hourly readings of parameters of operating packages
- iii. Maintain and compile records of all operational data of the compressor plant
- iv. Monitor availability of the compressor plant, study and analysis
- v. To operate and maintain the compressor plant to achieve optimum system availability at all the time
- vi. Contractor shall deploy experienced personnel to operate and maintain the facilities and to meet the above requirement
- vii. To prepare necessary reports and data logs such as equipment availability, outage, daily, monthly, quarterly and annually & diagnosing variations in important critical parameters, corrective measures / actions thus highlighting their effects on equipment

2. Maintenance activities are as detailed below:

- i. All annual O&M spare parts (regular / breakdown / top overhauling / major overhauling) will be in the scope of Contractor.
- ii. Round the clock trouble free and safe operation and maintenance of the following equipment as per laid down operating procedures
- iii. Gas compressors, Gas engine, Electric motor, Cooling system, Overhead makeup coolant tank, Gas line with in the battery limit, Valves, Knockout drums, Separators etc.
- iv. Instrumentation – PTs, TTs, PGs, FTs, Electronic panels, Control valves, PSVs, flow meters etc.

- v. Electrical panel / Starter, Air compressor system, Gas, condensate handling system and Co2 flooding system.
3. Upkeep of all operational and maintenance records and everyday logging of all the critical parameters of equipment, hours run and any specific maintenance / repairs carried out including material / spares consumed
 4. Continuous vigil on the condition of running equipment
 5. Preventive maintenance schedule of all the equipment to be followed religiously using genuine OEM / OES spares and to be recorded in logbook
 6. Fault finding and troubleshooting of the equipment are carried out and maintain the record of it
 7. Schedule maintenance shall normally be carried out during day time general shift, however routine checks and maintenance to be carried out in all the shifts
 8. Upkeep of equipment shall be taken up immediately after completion of maintenance or a repair and area shall be kept neat and clean. The waste generated during maintenance shall be dumped in a designated area within the CNG station
 9. Provide the quality and adequate quantity of lubricating oils and cleaning agent as per OEM recommendations
 10. Coordinate calibration of the instruments and maintain records
 11. Cleaning of heat exchanger tubes during 4000 Hrs. servicing of gas compressor and whenever required due to operational reason
 12. MIS duties – all Checklists, DPRs, Monthly reports miscellaneous correspondence regarding resource requirements and information required by management as and when required
 13. Providing resources such as tools, cotton waste etc. as required for operations
 14. Providing all personnel with the necessary PPE like Safety shoes, Ear plugs / Ear muffs, Hand gloves, Cotton uniform etc. and ensure that the personnel shall all the time use PPE when they are at site
 15. Disposal of empty barrels / burnt oil barrels shall be disposed according to documented procedure
 16. All wastes (hazardous, bio-degradable & non-biodegradable) are stored & disposed off as per documented procedure.



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SECTION 9

SPECIAL CONDITIONS OF CONTRACT

SPECIAL CONDITIONS OF CONTRACT

For SOR – PART-A: Comprehensive Annual Maintenance Contract (AMC) Services for Delta make Booster Compressor Packages of BGL at Hyderabad & Vijayawada.

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For SOR – PART-B: Comprehensive Annual Maintenance Contract (AMC) Services for 1 No. Gas Engine Driven Delta Aspro make Booster Compressor Package (2000 SCM) at Mother Station, Hyderabad.

1. General Information:

The special conditions of contract shall be read in conjunction with general condition of contract(GCC), Schedule of rates, scope of work and any other document forming part of contract, wherever Context so Requires. GCC is available at tender issuing office and same shall be referred to by Tendered. Notwithstanding, the subdivisions of the documents in to separate sections every part of each shall be deemed to be supplementary of every other part and shall be read with and into the Contract so far as it may be practicable to do so. Where any portion of the special conditions of the Contract (SCC) is repugnant to or At variance with any provisions of the GCC then provision of SCC shall be deemed to override the provision of GCC only to the extent of each repugnance or variations. In case of any contradictions the Decision of the Engineer-I In-Charge will be final and binding on the Contractor.

In case of contradiction between Indian or other applicable Standards, General Conditions of Contract, Special Conditions of Contract, Specifications, drawings, Schedule of Rates, the following shall prevail in order of precedence:

- i) Letter of acceptance along with statement of Agreed variations.
- ii) Fax / Letter of Intent / Fax of Acceptance
- iii) Schedule of Rates as enclosures to letter of acceptance
- iv) Job / Particular Specifications
- v) Drawings
- vi) Technical / Material Specifications
- vii) Special Conditions of Contract.
- viii) General Conditions of Contract
- ix) Indian Standards
- x) Other Applicable Standards

It will be contractor's responsibility to bring to the notice of Engineer-in-charge any irreconcilable conflict in the contract documents before starting the work(s) of making the supply with reference which the conflict exists.

In the absence of any specifications covering any material, design of work(s) in the same shall be performed / supplies / executed in accordance with Standards Engineering Practice as per the instructions / directions of the Engineer-in-charge, which will be binding on the Contractor.

2. Location / Site Information

For SOR Part -A

1. M/s.Rajashree Service Station, Bahadurpura, Hyderabad
2. M/s APSRTC, Governor pet-II Bus Depot, Vijayawada
3. M/s Basaveswara Filling Station , Ajithsingh Nagar , Vijayawada

For SOR Part -A

1. CGS Cum Mother Station, Shamirpet, Hyderabad

3. Payment Terms:

Monthly running account bills in triplicate subject to carrying out maintenance as per the scope of the work. Payment shall be made from the F&A Dept. of BGL, within 15 days from the date of receipt of the bill. The bill should be submitted along with the copies of all reports - preventive M&R, statutory testing / calibration reports etc as necessary duly certified by station In-Charge/Engineer-In-Charge.

4. Contract Performance Guarantee:

Within 30 days of the receipt of the notification of award (LOI) from the OWNER, the successful bidder shall furnish the Performance security in accordance with provision of contract in the form provided in the bid document from the date of Work Order.

The Performance security shall be for the amount equal to 7.5% of one year's contract value (excluding taxes & duties) of the contract awarded towards faithful Performance of the contractual obligations and Performance of services. The Performance security shall be in the form of Crossed Demand Draft/Banker's Cheque or Bank Guarantee in favour of BGL, Hyderabad. Bank Guarantee shall be from any Indian scheduled commercial bank other than co-operative bank or a branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank in case of Indian bidder and from any reputed International bank or Indian scheduled commercial bank in case of foreign bidder. However, other than the Nationalized Indian Bank, the bank whose BG are furnished, must be commercial banks having net worth in excess of Rs. 100 crores and a declaration to this effect should be made by such commercial bank either in the bank guarantee itself or separately on a letter head, as per proforma enclosed in the Tender Document.

The Bank Guarantee shall be valid for a period of 28 months from the date of issue of LOI / WO.

The Bank Guarantee will be discharged by BGL not later than 6 months from the date of expiration of the seller's obligations. Defect Liability Period is 3 months from the date of completion of the contract.

Failure of the successful bidder to comply with the requirements of this article shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the OWNER may award the order to the next lowest evaluated bidder or call for new bids at its discretion at the risk and cost of the successful Bidder.

5. Deployment Schedule:

Within Two weeks from the date of written communication / instruction from EIC.

6. Contract Period:

The effective period of the contract shall be 24 *months* from the date of handover of site from Engineer In Charge.

7. Extension of Contract Period:

The contract may be extended for a maximum period of one year at the sole discretion of BGL, subject to satisfactory performance of the Vendor during the contract period.

8. Validity of Quoted Rates:

The Rates Quoted accepted shall remain valid for the entire period of Contract and no escalation whatever shall be permissible after award of the contract except for the statutory variation due to Service tax.

The quoted Rates shall be inclusive of all Taxes & Duties applicable during the Contract period **Except for Service tax & Education Cess thereon**. Service tax & Cess thereon shall be paid extra, if applicable, on submission of documentary evidence / invoice(S).

The Bidder shall indicate in the bid the Service tax Registration Number and in case the service tax registration number is not available, the bidder will give confirmation for obtaining registration with a copy of application for registration.

The contractor liable to pay Service tax for the work / services rendered to BGL, shall specifically mention the service tax registration number in their invoices. Further, the amount and rate of service tax shall be separately and distinctly specified in the invoice.

For payment of Service tax, serially numbered invoice / bill shall be issued by service provider and should also specify the following:

- (I) The Name, Address and Registration number of the service
- (II) The Name and Address of the Recipient of the Taxable
- (III) Description, Classification & Value of Taxable service provided and;
- (IV) The Service tax payable on such services

The above details are required to enable BGL to avail Cenvat Credit for the Service tax payments.

Please note that responsibility of payment of Service tax lies with service provider.

The contract may be terminated at any time during the contact period without assigning any reason and by giving fifteen days (15 days) notice to the contractor by the engineer-in-charge as per the requirement Of **BGL**.

9. Recovery:

Cost Of any Damage /loss of the property of **BGL**, by the contractor shall be recovered from the Bill / security deposit of the contractor and decision of the **BGL / EIC** in this regard shall be final Binding and conclusive.

10. Safety & Security:

10.1 The contractor shall provide proper cotton dresses (Uniform), safety shoes and to provide safety kit as per requirement. No contractor's personnel shall be allowed on duty without wearing applicable Safety gears.

10.2 The contractor shall provide signed photo identification cards for his personnel to be deployed with in **BGL'S** premises.

11. Taxes and Duties:

- 11.1 Income tax at the prevailing rate as applicable from time to time shall be deducted from contractor's bills as per Income tax Act, and quoted rates shall be deemed to include this.
- 11.2 The contractor agrees to and does hereby accept full and exclusive liability for the payment of any and all taxes, duties including excise duty, octroi etc now in force and hereafter increased, imposed or modified from time to time in respect of works and materials. The prices shall also be inclusive of Sales tax but exclusive of Service Tax on works contract / Trade tax / turnover tax as applicable. Owner shall make from contractors bills such tax deductions as are required as per rules and regulations in force from time to time.

12. Service tax in General and the applicability for this tender:

The quoted Rates shall be inclusive of all Taxes & Duties applicable during the Contract period **Except for Service tax & Education Cess thereon**. Service tax & Cess thereon shall be paid extra, if applicable, on submission of documentary evidence / invoice(S).

The Bidder shall indicate in the bid the Service tax Registration Number and in case the service tax registration number is not available, the bidder will give confirmation for obtaining registration with a copy of application for registration.

The contractor liable to pay Service tax for the work / services rendered to BGL, shall specifically mention the service tax registration number in their invoices. Further, the amount and rate of service tax shall be separately and distinctly specified in the invoice.

For payment of Service tax, serially numbered invoice / bill shall be issued by service provider and should also specify the following:

- (I) The Name, Address and Registration number of the service
- (II) The Name and Address of the Recipient of the Taxable
- (III) Description, Classification & Value of Taxable service provided and;
- (IV) The Service tax payable on such services

The above details are required to enable BGL to avail Cenvat Credit for the Service tax payments.

Please note that responsibility of payment of Service tax lies with service provider only.

A. Service Tax shall be considered at the rate of 15 % for Service Contracts and in case of works contract, service value portion shall be calculated considering the abatement percentage (i.e. 60% for Original Works and 30% for other works) of the total amount charged for the purpose of discharging liability of Service Tax by Bidder & Buyer.

B. Where the bidder is Individual /HUF/Partnership Firm/Association of Persons, the service tax liability in case of a works contract will be discharged by bidder and buyer (BGL) in the ratio of 50%-50%. Hence bidder should mention his entity status along with

necessary proof supporting the same. **The bidder has to indicate the details under “PARTICULARS & DECLARATION OF BIDDER”. Bidder should also indicate BGL’s service tax portion on his invoice, as payable by the recipient (BGL). However, the same will not be added in bill amount.**

C. Bidder should quote his applicable service tax rate clearly under “taxes & extra” in price bid.

D. **In the evaluation**, the total service tax i.e. the liability by Bidder & Buyer towards service tax shall be considered as under.

I. For Individual / HUF / Partnership Firm / Association of Persons Bidder:

- a) The bidder should quote his applicable service tax rate as if any separately and not as inclusive under “**Taxes and Extras**” in price bid.
- b) In case, if the bidder quotes the rate, „Inclusive of Taxes / Service Tax“, it would be considered as if the bidder has included his service tax liability alone. Accordingly BGL’s liability of ST on basic value would be loaded for evaluation purposes and the evaluation shall be carried out accordingly.
- c) Even if the bidder quotes inclusive of taxes, please provide break up of Bidder’s portion of service tax clearly in **“PARTICULARS & DECLARATION OF BIDDER”**.
- d) E.g. In case of works contract service under other than original works, service tax liability of bidder will be 5.25 % & buyer’s (BGL) liability will be 5.25 %. (i.e. $15\% * 70\% * 50\%$). In case of original works bidder’s liability will be (3%) and buyer’s liability will be (3%) i.e. $15\% * 40\% * 50\%$.

II. For Corporate Bodies (Pvt / Public Limited etc.):

- a) In case of Corporate Bodies, discharging of Service Tax liability will be by the Bidder. No addition/ adjustment will be made by the buyer (BGL) for evaluation purpose.
- b) In case, if the Corporate Body Bidder quotes the rate, „Inclusive of Taxes / Service Tax“, it would be considered that the bidder has included the total Service Tax liability. The evaluation shall be carried out accordingly.
- c) **E.g. In case of works contract under other than original works, service tax liability of the bidder will be 10.5 % (i.e. 70% of 15%) & buyer’s (BGL) liability will be 0%. In case of original works bidder’s liability will be 6% (40% of 15%) & buyer’s (BGL) liability will be 0%.**

III. For bidders where service tax is not applicable (i.e. turnover less than the threshold limit which is currently Rs 10 Lakhs):

In case of such bidders, BGL portion of service tax under reverse charge in case of works contracts will only be added for evaluation purpose.

IMPORTANT NOTES FOR “EXTRA TAXES AND DUTIES”:

- 1) Please indicate the exact charges applicable as on the date of submission of bids in % terms clearly. **DO NOT specify “At Actual”, “by BGL” etc.**
- 2) It is the responsibility of the bidder to ascertain the exact charges applicable towards various Duties & Taxes (including charges towards Octroi, entry tax etc. if any applicable) prevailing at the time of submission of bids.
- 3) In case any of the charges being Not applicable, Nil, or inclusive in the rates quoted by you, the same may be indicated clearly against the space provided for the same.
- 4) In case any of the above boxes are left blank, the same will be construed as “NIL” for the purpose of evaluation, and PO will be placed accordingly.

The invoice / documents raised by the Contractor shall enable the Corporation to avail Set Off from the Statutory Authorities (VAT, Service Tax etc.) The unpriced bid documents of the tender to be submitted with copy of the relevant registration Certificates.

13. Indemnity agreement:

Contractor shall exclusively be liable for non-compliance of the provision of any act, laws, rules and regulations having bearing over engagement of workers directly or indirectly for execution of work and the Contractor hereby undertake to indemnify the company against all actions, suits, proceedings, claims, damages demands, losses, etc. which may arise under minimum wages act, payment of wages act, workman compensation act, personnel injury (compensation insurance) act ESI Act, Fatal Accident Act, Industrial Dispute Act , Shops and Establishment Act, Employees Provident Fund Act, Family Pension and deposit Linked Insurance Scheme or any other act or statutes not herein specifically mentioned but having director or indirect application for the persons engaged under this contract. (A certificate to this effect shall be submitted by the Contractor immediately on receipt of LOA/WO).

14. Statutory Requirement:

The Bidder shall necessarily have PAN, PF, ESIC and Service Tax Registration number in its name. Copies should be provided along with the Bid Document.



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SECTION 10

SCHEDULE OF RATES (SOR)

SCHEDULE OF RATES (SOR) – PART-A

Comprehensive Annual Maintenance Contract (AMC) Services for Delta make Booster Compressor Packages of BGL at Hyderabad & Vijayawada.


Sr. No.	Description	Location	Proposed period (Months) (A)	No. of Compressors (B)	Unit Rate (Rs.) (C)	Total Rate (Rs.) (D= A X B X C)
PART-A						
1	Lump sum Charges for Comprehensive AMC for Delta Compressor packages consisting of	Ajitsing Nagar - Vijayawada	24	01		
2	(a) Delta Aspro CNG Compressor (Model IODM-70-3-19(BD) and Model IODM-70-3-19) 600 SCMh capacity)	APSRTC Depot, Governor Pet II - Vijayawada	24	01		
	(b) Electric Motor make WEG & SIEMENS with 120 HP & 100 HP					
3	(c) Air Compressor Motor WEG make with 2 HP Inclusive of all operation and maintenance, manpower, spares, consumables, lubricants, any other special services, calibration, tools & tackles excluding the spares listed in the scope of Work.		M/s.Rajashree Service Station, Bahadurpura, Hyderabad	24	01	
Sub Total (Rs)						
Service Tax @ ---%						
Total amount Inclusive of all applicable taxes and duties (Rs)						

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SCHEDULE OF RATES (SOR) – PART B

Comprehensive Annual Maintenance Contract (AMC) Services for 1 No. Gas Engine Driven Delta Aspro make Booster Compressor Package (2000 SCMh) at Mother Station, Hyderabad.

Sl. No.	Description	Location	Proposed Period	Unit Rate per Month Inclusive of all Taxes & Duties except Service Tax	Total Amount Inclusive of all Taxes & Duties except Service Tax
			(Months)	(Rs)	(Rs)
			[X]	[Y]	Z=[X*Y]
	Lump sum Charges for Comprehensive AMC for CNG On-line Delta Compression S.R.L Compressor package consisting of: (a) CNG Compressor: Aspro Delta CNG Compressor (Model: IODM 75-2-40 G, 2000 SCMh capacity, Sl.No - 3711) (b) Gas Engine: Cummins (Model GTA-855-C-BC, 227 HP), Sl.No – 25372874. (c) Air Compressor Ingersoll-Rand (Model 2475, 5.5 HP). Inclusive of all operation and maintenance manpower, spares, consumables, lubricants, any other special services, calibrations, tools and tackles etc. <u>Any other item required for smooth operation of compressor package not mentioned above is also in the scope of the contractor</u>	Mother Station, Shamirpet, Hyderabad	24		
Total amount inclusive of all Taxes & Duties exclusive of Service Tax in Rs:					
Service Tax @.....%:					
Gross Total inclusive of all taxes and duties in Rs:					

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Note:

- 1 Evaluation shall be done separately for Part –A and Part – B. Bidder may quote for Part A or Part B or both.
The indicated quantities in SOR shall be considered for price evaluation purpose. Successful bidder shall comply with the actual requirement (increase/ decrease) of the owner's requirement without any restriction in the same cities and Payment shall be made for the actual quantities executed in the month.
- 2
- 3 Quoted price shall be inclusive of all taxes and duties **except Service Tax**.
- 4 Bidders should offer complete scope of the items. Part offer received shall not be considered.
- 5 Bids shall be evaluated and work order shall be placed on the basis of least cost to BGL.

Date:

Signature of the Bidder
With Seal