



RUBBER PARK INDIA (PVT) LTD

(A Joint Venture of KINFRA & Rubber Board)

2 A, "Kautileeyam", Rubber Park, Valayanchirangara,P.O, Ernakulam, Kerala-683 556.

Tel: (0484) 2657218/ 2655548 |Email: md@rubberparkindia.org | Web: www.rubberparkindia.org

Notice Inviting Tender (NIT)

Tender No	: RP/E/T-02/R-1/2025-26
Name of the Work	: Operation & Maintenance of 110/11 kV EHT Substation, 11 kV / 433 V substations, HT and LT distribution network at Rubber Park India (P) Ltd, Irapuram.
EMD	: Rs. 50,000/-
Tender Fee	: Rs. 6,000/-
Period of Contract	: 3 Years

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Section - 1

RE - TENDER NOTICE

1.0 RE-TENDER NOTICE

1.1. The Managing Director, Rubber Park India (P) Ltd. invites **item rate** online tenders in **two cover (Technical and Price)** system for the work detailed below in the prescribed form, from competent, experienced, technically and financially sound contractors, who fulfill the eligibility criteria prescribed in Clause 1.02.

Tender No.	Name of the work	EMD (Rs.)	Period of contract	Last date of submission of Tender documents	Time & Date of opening of Technical bid	Time & Date of Prebid meeting	Tender Fee (Non-refundable)
RP/E/T-02/R-1/2025-	Operation and maintenance of 110/11 KV EHT Substation, 11 kV/433 V Substations, HT & LT distribution network at Rubber Park India (P) Ltd, Irapuram	Rs 50,000/-	3 Years.	02.00 PM on 11.08.2025	03.00 PM on 12.08.2025	11.00 AM on 29.07.2025	Rs. 6000/- (Inclusive of GST) remitted through online Payment

1.02. Minimum Eligibility Criteria

The intending bidders is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily fulfilled the following criteria. Joint ventures and consortiums formed for the purpose of bidding are not eligible to participate in this tender.

1.02.1. The bidder should have satisfactorily completed the work of Operation & Maintenance (O&M) services of EHT substation(s) (66 kV or above) to any State/Central Govt. /Autonomous bodies / public sector organization/any distribution licensee in Kerala for at least two years during the last 7 (Seven) years ending last day of the month previous to the one in which tenders are invited. (Copy of the **Experience certificate** issued by the **Client in English language** shall be submitted).

1.02.2. The bidder should have valid 'A' Grade contractor License permitted to carried out EHT installations issued by Kerala State Electricity Licensing Board/ Electrical Inspectorate. (Copy of the **Contractor license** issued by the Kerala State Electricity Licensing Board shall be submitted).

1.02.3. The average annual turnover of the firm / company for the last three years shall not be less than Rs. 35 lakhs (FY 2021-22, 2022-23 and 2023-24) (Self-attested/original documents of Balance Sheet & P&L issued by Chartered Accountant shall be submitted).

1.02.4. Those Bidders who are awarded contract earlier and whose contract has been terminated due to violation of contract terms and has been blacklisted by any State/Central Govt./Autonomous bodies / Public sector organization and / or any Contractor who has got any uncleared dues or financial/contractual liability with Rubber Park India (P) Ltd. are not eligible and will not be able to participate in this tender.

Before participating in the tender, the intending bidders are advised to satisfy themselves whether the conditions set out above are fully met by the bidders. The tender documents of those companies / firms who fail in the PQ process would be rejected summarily and no correspondence or intimation would be given to such companies or firm and the decision of Rubber Park India (P) Ltd. in this regard is final. The intending bidders have to quote their corresponding item rates in schedule of quantities along with the price bid. The intending bidders shall visit the site before quoting rates. Any variation in the approved or finalized price will not be entertained during the contract period.

1.03. General Tender Terms & Conditions for e-Procurement

This tender is an e-Tender and is being published online for the work '***Operation and maintenance of 110/11 kV EHT Substation, 11 kV Substations, HT & LT power distribution system in Rubber Park at Irapuram***'. The tender is invited in two cover system from the registered and eligible firms through e-procurement portal of Government of Kerala (<https://www.etenders.kerala.gov.in>). Prospective bidders willing to participate in this tender shall necessarily register themselves with above mentioned e-procurement portal.

The tender timeline is available in the critical date section of this tender published in www.etenders.kerala.gov.in.

The e-GP system shall not allow submission of bids online after the stipulated date & time. The bidder is advised to submit the bids well before the stipulated date & time to avoid any kind of network issues, traffic congestion, etc. In this regard, Rubber Park India (P) Ltd. shall not be responsible for any kind of such issues faced by bidder. Ineligible bidders or bidders who do not possess valid & active registration, on the date of bid submission, are strictly advised to refrain themselves from participating in this tender. If such instances are noticed, the same shall be treated as “fake bidding” by the respective bidder and such bidder shall be blacklisted by Rubber Park India (P) Ltd.

1.03.01 Online Bidder registration process:

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on www.cca.gov.in. Once, the DSC is obtained, bidders have to register on www.etenders.kerala.gov.in website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

The bidders, who submit their bids for this tender after digitally signing using their Digital Signature Certificate (DSC), accept that they have clearly understood and agreed the terms and conditions including the Form/ Annexures of this tender. Mentioning of price details at any place other than the designated place, shall disqualify the bid and the bid shall be summarily rejected.

Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088/188/388 or 0484-2336006, 2332262 or 0497-2764788, 2764188 or 0483-273294 or through email: etendershelp@kerala.gov.in or helpetender@gmail.com for assistance in this regard.

1.03.02 Online Tender Process:

The tender process shall consist of the following stages:

- i. **Downloading of tender document:** Tender document will be available for free download on www.etenders.kerala.gov.in. However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document.
- ii. **Publishing of Corrigendum:** All corrigenda shall be published on www.etenders.kerala.gov.in and shall not be available elsewhere.

iii. **Pre-Bid Meeting:** Pre-Bid meeting shall be held at Office of Rubber Park at Irapuram, Ernakulam Dist. on **29.07.2025 at 11.00 am** to clear the doubt of intending bidders, if any. The bidders can attend the pre-bid meeting in hybrid mode (Offline and Online). For those who are not able to attend pre-bid meeting shall send all their queries, if any, to the mail id **md@rubberparkindia.org on or before 28.07.2025 at 3.00 pm**. No queries received after the stipulated time shall be encouraged. All clarifications for the queries of bidders, if any, will be uploaded in e-tender website as addendum.

iv. **Bid submission:** Bidders have to submit their bids **on or before 02:00 pm(IST) on 11.08.2025** along with supporting documents to support their eligibility, as required in this tender document on www.etenders.kerala.gov.in. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances. The Rubber Park India (P) Ltd doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

No alterations shall be made by the bidder in the notice inviting tender, instructions to the bidders, contract form, general conditions of contract, special conditions, drawings, technical specifications and schedule of quantities and if any such alterations are made, the tender is liable to be rejected.

v. **Opening of Technical Bid and Bidder short-listing:** The technical bids will be opened evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid. The technical bids will be opened online at the office of the **Rubber Park India (P) Ltd. 2A Kautileeyam ,Valayanchirangara, Ernakulam 683 556 at 03:00 pm (IST); on 12.08.2025**. If the tender (technical bid) opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be done on the next working day at same time and place.

vi. **Opening of Price Bids:** Bids of the qualified bidder's shall only be considered for opening and evaluation of the price bid. The time and date of opening of Price Bid/BOQ (cover – 2) of the tender shall be intimated only to the qualified and technically acceptable bidders at a later date.

1.03.03 Documents Comprising Bid:

(i).The First Stage (Pre-Qualification / Technical Bid – Cover - 1):

The Pre-Qualification or Technical Proposal shall contain scanned copies of the following documents, duly signed and stamped, which every bidder is required to upload.:

- 1) Tender Document including Corrigendum.
- 2) Copy of valid 'A' Grade contractor License permitted to carried out EHT installations issued by KSEI (Kerala State Electricity Licensing Board) valid as on the date of submission of bid.
- 3) Copy of Audited Balance Sheet and P&L Account (FY 2021-22, 2022-23 and 2023-24).
- 4) Copy of IT returns (AY 2022-23, 2023-24 and 2024-25)
- 5) Copy of Experience Certificates issued by Clients.
- 6) Copy of GST registration Certificate
- 7) Copy of PAN Card
- 8) Duly signed Preliminary Agreement in stamp paper worth Rs.200/- (form 4)
- 9) Duly filled Formats for Qualification (form 6.1 TO 6.4)
- 10) Duly filled Bid Forms (form 1, 2, 3)
- 11) Any other Document as specified in the tender.

(ii). The Second Stage (Price Bid/BOQ- Cover 2):

The Bidder shall complete the Price bid as per format given for download along with this tender. This shall contain only duly filled BOQ – file in MS-Excel format and shall be uploaded using the digital signature of the Bidder in the e-tender portal.

Note: The blank price bid should be downloaded and saved on bidder's computer without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.

Fixed price: Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/ variable price quotation will be treated as non - responsive and rejected.

1.03.04 Payment of Tender Fee and Earnest Money Deposit (EMD)

The Bidder shall pay; a tender document fees of **Rs. Rs. 6,000** (Rupees Six thousand only) and Earnest Money Deposit of **Rs.50,000/-** (Rupees Fifty Thousand only). The EMD is

required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of security. The tender document without EMD and Tender document fee will be rejected without any notice.

Online Payment modes: The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system

State Bank of India Multi Option Payment System (SBI MOPS Gateway): Bidders are required to avail Internet Banking Facility in any of below banks for making tender remittances in eProcurement System.

A) Internet Banking Options (Retail)			
1	Allahabad Bank	32	Kotak Mahindra Bank
2	Axis Bank	33	Lakshmi Vilas Bank
3	Andhra Bank	34	Mehsana Urban Co-op Bank
4	Bandan Bank	35	NKGSB Co-operative Bank
5	Bank of Bahrain and Kuwait	36	Oriental Bank of Commerce
6	Bank of Baroda	37	Punjab and Maharashtra Cooperative Bank
7	Bank of India	38	Punjab National Bank
8	Bank of Maharashtra	39	Punjab and Sind Bank
9	Bassein Catholic Co-operative Bank	40	RBL Bank
10	BNP Paribas	41	Saraswat Cooperative Bank
11	Canara Bank	42	ShamraoVithal Cooperative Bank
12	Catholic Syrian Bank	43	South Indian Bank
13	Central Bank of India	44	Standard Chartered Bank
14	City Union Bank	45	State Bank of India
15	Corporation Bank	46	Syndicate Bank
16	Cosmos Bank	47	Tamilnad Mercantile Bank
17	DCB Bank	48	Tamilnadu Cooperative Bank
18	Dena Bank	49	The Kalyan Janata Sahakari Bank
19	Deutsche Bank	50	TJSB Bank (Erstwhile Thane Janata Sahakari Bank)
20	Dhanalaxmi Bank	51	UCO Bank
21	Federal Bank	52	Union Bank of India
22	HDFC Bank	53	United Bank of India
23	ICICI Bank	54	Vijaya Bank
24	IDBI Bank	55	YES Bank
25	Indian Bank		
26	Indian Overseas Bank		

27	IndusInd Bank		
28	Jammu & Kashmir Bank		
29	Janata Sahakari Bank		
30	Karnataka Bank		
31	Karur Vysya Bank		
B) Internet Banking Options (Corporate)			
1	Bank of Baroda	21	Laxmi Vilas Bank
2	Bank of India	22	Oriental Bank of Commerce
3	Bank of Maharashtra	23	Punjab & Maharashtra Coop Bank
4	BNP Paribas	24	Punjab & Sind Bank
5	Canara Bank	25	Punjab National Bank
6	Catholic Syrian Bank	26	RBL Bank
7	City Union Bank	27	Shamrao Vitthal Co-operative Bank
8	Corporation Bank	28	South Indian Bank
9	Cosmos Bank	29	State Bank of India
10	Deutsche Bank	30	Syndicate Bank
11	Development Credit Bank	31	UCO Bank
12	Dhanalaxmi Bank	32	Union Bank of India
13	Federal Bank	33	UPPCL
14	HDFC Bank	34	Vijaya Bank
15	ICICI Bank	35	Axis Bank
16	Indian Overseas Bank		
17	Janta Sahakari Bank		
18	Jammu & Kashmir Bank		
19	Karur Vysya Bank		
20	Kotak Bank		

During the online bid submission process, bidder shall select **SBI MOPS** option and submit the page, to view the **Terms and Conditions** page. On further submitting the same, the e-Procurement system will re-direct the bidder to MOPS Gateway, where two options namely **SBI** and **Other Banks*** will be shown. Here, Bidder may proceed as per below:

- SBI Account Holders shall click **SBI** option to with its Net Banking Facility., where bidder can enter their internet banking credentials and transfer the Tender Fee and EMD amount.
- Other Bank Account Holders may click **Other Banks** option to view the bank selection page. Here, bidders can select from any of the 54 Banks to proceed with its Net Banking Facility, for remitting tender payments.

**Transaction Charges for Other Banks vide SBI Letter No. LHO/TVM/AC/2016-17/47 – 1% of transaction value subject to a minimum of Rs. 50/- and maximum of Rs. 150/-*

**Bidders who are using Other Banks option under SBI MOPS Payment Gateway, are advised by SBI to make online payment 72 hours in advance before tender closing time.*

Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing “**Success**” during bid opening.

1.03.04. SUBMISSION PROCESS:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Price bid online on www.etenders.kerala.gov.in along with online payment of tender fee and EMD.

For page-by-page instructions on bid submission process, please visit www.etenders.kerala.gov.in and click “Bidders Manual Kit” link on the home page.

It is necessary to click on “Freeze bid” link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process

Further details and clarifications can be had from the office of **Rubber Park India (P) Ltd., 2A, Kautileeyam, Rubber Park, Valayanchirangara P.O, Irapuram, Ernakulam, Pin; 683 556, Phone: 0484 – 2655538/48, 2657218.**

1.04. Rubber Park India (P) Ltd. shall have no responsibility for any errors in downloading the document or due to erroneous online submission. Rubber Park India (P) Ltd., reserves the right to accept or reject any or all tenders without assigning any reason what so ever.

1.05.01. After the public opening of the tenders, the information relating to the examination, clarification, evaluation and comparison of tenders and recommendations concerning the award of contract shall not be disclosed to the bidder and other persons not officially concerned with such process.

1.05.02. Rubber Park India (P) Ltd. right to accept any tender and reject any or all tenders, the Client will award the contract to the bidder whose bid has been determined to be substantially responsive and who has offered the lowest Evaluated Tender Price provided further that the bidder has the capability and resources to carry out the contract effectively.

1.05.03 Prior to the expiry of the period of validity of the tender “Rubber Park India (P) Ltd.” will notify the successful bidder in writing that his tender has been accepted. This letter (herein after referred as **letter of award**) shall name the sum, which “Rubber Park India (P) Ltd.” will pay to the contractor in consideration of the execution, completion, operation, maintenance and guarantee of the work by the contractor as specified by the contract (hereinafter called the contract price). This letter of acceptance will constitute the formation of a contract

1.05.04. Before commencing the work within 10 (Ten) days from the date of Letter of Award, the bidder shall make a Performance Guarantee as given in Clause 1.09 of this notice and furnish the same for the proper fulfilment of the contract and shall execute an Agreement for the work in required non-judicial stamp paper worth Rs. 200 in the format given as “Articles of Agreement”.

1.05.05. If the bidder fails to execute the Agreement as stated above within the specified period, his Earnest Money Deposit shall be forfeited to the Rubber Park India (P) Ltd. and such bidder shall be blacklisted and fresh tenders called for or tender of the next lowest bidder will be considered. If as a result of such measures due to the default of the bidder to pay the required deposit, execute the agreement or take possession of the O&M works of the Electrical system of Rubber Park (RPIPL), any loss to Rubber Park India (P) Ltd. results, the loss will be recovered from the bidder by deducting from any amount due to him from other works or revenue recovery or by suitable course of action including legal proceedings.

1.06. Tenders not properly filled, mutilated with incorrect calculations or generally not complying with the conditions are likely to be rejected.

1.07. The tender submitted on behalf of a firm shall be digitally signed by all the partners of the firm or by a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected by the Rubber Park India (P) Ltd.

1.08. EARNEST MONEY DEPOSIT (EMD)

Earnest Money Deposit (EMD) is **Rs 50,000/-** (Rs Fifty Thousand only). It shall be remitted through online payment mechanism of e procurement system of Govt. of Kerala. The EMD will not carry any interest. Tenders submitted without EMD will be summarily rejected.

E.M.D. deposited with The Rubber Park India (P) Ltd. will be forfeited,

- i) If a Bidder withdraws his bid during the period of validity specified.
- ii) If the successful Bidder fails within the time limit to sign the Contract agreement or fails to furnish the required Performance Guarantee.

EMD will be discharged only after when the successful Bidder has furnished the Performance Guarantee and execution of the agreement.

1.09. PERFORMANCE GUARANTEE

The successful Tenderer on receipt of the Work Order, shall deposit an amount equal to 10 % (Ten percent) of the contract value, as Performance Guarantee. At least 50 % (fifty percent) of this amount shall be in the form of DD in favour of Managing Director, Rubber Park India (P) Ltd. payable at Valayanchirangara and the rest in the form of Bank Guarantee from a Scheduled/ Nationalized bank in favour of Rubber Park India (P) Ltd. and shall execute an Agreement for the work in required non-judicial stamp paper in the format given as “Articles of Agreement” within fifteen days from the date of the work order.. The Performance Guarantee will be refunded only after three months from satisfactory completion of contract. The E.M.D will be refunded to the contractor after remittance of the Performance Guarantee and execution of the agreement.

If the contractor is failed to carry out any works as per the terms and conditions of the tender during the contract period, the Performance Guarantee will be forfeited, and company/contractor will be blacklisted without further notice.

All the deposits of EMD, Performance Guarantee and retention money will not bear any interest whatsoever.

1.10. Payment Terms

The contractor can raise monthly bills and payment against the monthly bills of the contractor shall be released only upon complying all terms and conditions as per contract. The monthly bill should be submitted by the contractor to Rubber Park India (P) Ltd. before 10th of every succeeding month, complete in all aspects. The Owner shall have the sole authority to judge the performance of Services. Upon receipt of each invoice, Owner’s representative shall review it and if deemed to be in accordance with the agreement, owner shall approve said invoice and payment will be made to contractor within fifteen (15) days from the receipt of correct invoice by owner subject to bills being in complete shape with all necessary support documentation and

in the accepted format. The Contractor shall have no claim by way of interest or compensation for the reason of late releasing of the payment to them on this account. All the applicable taxes and duties will be deducted from the bills. The bill submitted should be as per goods and service tax rules. **The GST portion of the invoice will be released only after reflection of the same in GSTR 2B of the Owner.** The Contractor/Agency shall submit Scheduled/ Preventive maintenance action taken report with all relevant documents, Breakdown maintenance report with details of down time etc, Consumption reports, self-attested copies of muster roll, copies of PF/ESI challans with ECR statements of the previous month, GST remittance details, salary break ups and proof of salary remittance to employees through their individual bank accounts, and other statutory payments if any at the time of submission of monthly bills at the end of every month. The payment against the monthly bills of the contractor shall be released only upon complying with the above conditions. If the contractor has not paid ESI, PF, GST, Salary for employees, as per rules, the same will be recovered from the bills/ performance security deposit and contract will be cancelled at the risk and cost of the Contractor, without further notice.

1.11. PERIOD OF VALIDITY

The tender shall remain valid for acceptance for a period of 120 days from the date of submission of the tenders. If any tenderer withdraws his tender before the said period or makes any modifications in terms and conditions of the tender, then the “RUBBER PARK INDIA (P) LTD (RPIPL)” has the liberty to forfeit the said Earnest Money Deposit. If required, validity of tender period shall be extended by the bidder, on the request of the tendering authority, without any additional financial commitments.

1.12. INSPECTION OF SITE

Every tenderer is expected to inspect the site of the proposed work and acquaint himself with the site conditions, approaches, availability of spares, geological and weather conditions, the quantities and nature of work and qualified and experienced engineers and technicians for the works and the means of access to the site, the accommodation they may require and in general shall himself obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect his tender etc. before quoting his rates. He must go through all the drawings, specifications and other tender documents. No extra charges consequent on any misunderstanding or otherwise shall be allowed.

1.13. QUANTUM OF WORK

A schedule of approximate quantities for various items accompanies this tender. It shall be definitely understood that the " RUBBER PARK INDIA (P) LTD (RPIPL)" do not accept any responsibility for the correctness or completeness of this schedule in respect of items and quantities and this schedule is liable to alteration by deletions, deductions, or additions at the discretion of the " RUBBER PARK INDIA (P) LTD (RPIPL)" without affecting the terms of the contract.

“RUBBER PARK INDIA (P) LTD (RPIPL)” reserves the right to increase or decrease the quantum of work at site without assigning any reason.

1.14. ALL INCLUSIVE RATES

The rates quoted by the Contractor shall be inclusive of all charges like: Minimum Wages (Basic+VDA) and other allowances if any, reliever charges, uniform allowances, washing allowances, supervision charges, transport charges, overtime, bonus, gratuity, LWF, ESI, insurance, services charges and all applicable taxes excluding GST and the Contractor shall not be entitled to make any other demands monetary or otherwise from the RUBBER PARK INDIA (P) LTD (RPIPL) during the term of this contract. The GST will be paid only as per the GST Act/Rules. The rates quoted shall be firm throughout the period of contract and there shall be no upward revision of the rates quoted by the contractor for any reason whatsoever. All applicable taxes and duties will be deducted from the bills. The GST portion of the invoice will be released only after reflection of the same in GSTR 2B of the Owner.

1.15. The contract shall be for a period of 3 years and the tenderer shall indicate the cost separately for the 1st, 2nd and 3rd year.

1.16. CONVEYANCE

The Contractor shall provide necessary conveyance for the workers, transportation (including loading & unloading) of materials/spares, engaged by them for the easy movement inside the Rubber Park.

1.17. Interpreting Specifications

In interpreting the specifications, the following order of decreasing importance shall be followed;

1. Tender Schedule.
2. Special conditions of contract.
3. Instruction to tenders.
4. General conditions of contract.

1.18. Matters not covered by the specifications given in the contract as a whole shall be covered by the relevant IEC and Indian Standard Codes. If such codes on a particular subject have not been framed, the decision of the Rubber Park shall be final.

1.19. No alterations shall be made by the tenderer in the Notice Inviting Tenders, Instructions to the contractors, Contract form, conditions of the contract and specifications and if any such alterations are made or any special conditions attached, the tender is liable to be rejected.

1.20. The acceptance of a tender shall rest with the Tendering authority of the Rubber Park (RPIPL), who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all the tenders received without assigning any reasons whatsoever.

1.21. The Tendering authority of the Rubber Park (RPIPL) reserves the right of accepting the whole or any part of the tenders received and the tenderer shall be bound to perform the same at the rate quoted.

1.22. On acceptance of the work order, the contractor shall intimate the name of his accredited representative who would be supervising the work and would be responsible for taking instructions for carrying out the work.

1.23. Rubber Park's decision with regard to the quality of the material/spares and workmanship will be final and binding, any material rejected by the Rubber Park shall be immediately removed by the contractor.

1.24. After the opening of the financial bid and before award of the contract, the lowest quoted bidder (L-1) has to submit the monthly wage split up of the various categories of employees deployed as per the format attached as per Annexure 5 (Section 8, Annexures). This wage split up shall not be kept along with the price bid or up loaded along with the tender document. It has to be submitted by L1 bidder only after opening the price bid.

1.25. Tenderers quoting amount not covering all the statutory payments will be rejected.

1.26. SUB LETTING

No part of the contract shall be sublet without the written permission of Rubber Park nor shall transfer be made by Power of Attorney authorizing others to carry out the work or receive payment on behalf of the tenderer.

The contractor must co-operate and co-ordinate with other contractors involved in other works on the site.

1.27. DEVIATION IN QUANTITY

In case of any deviation in the quantities specified in the Bill of Quantities (BOQ), including the requirement for additional manpower, the contractor shall execute such quantities at the same unit rates and under the same terms and conditions as agreed in the original tender. No revision of rates shall be entertained for any such deviation, whether the quantity increases or decreases from the originally indicated BOQ.

This Notice Inviting Tender will form part of the tender document and the agreement executed by the successful bidder.

Place: Irapuram

Date: 24.07.2025

Managing Director,

Rubber Park India (P) Ltd.
2 A, "Kautileeyam"
Valayanchirangara,P.O
Irapuram, Ernakulam,
Kerala, Pin -683 556

Section - 2

BID SYNOPSIS

2.0 BID SYNOPSIS

1	Tender No:	RP/E/T-02/R-1/2025-26
2	Name and address of client	Managing Director, Rubber Park India (P) Ltd., 2A, Kautileeyam, Rubber Park ‘ Valayanchirangara P.O, Irapuram, Ernakulam, Kerala, Pin : 683 556
3	Name of Work	Operation and maintenance of 110/11 kV EHT Substation, 11 kV Substations, HT & LT power distribution system in Rubber Park at Irapuram
4	Issue of Tender Documents	Tender documents can be down loaded free of cost from the e-GP website www.etenders.kerala.gov.in
5	On line bid submission starting Date & Time	31.07.2025 by 01:00 pm (IST) onwards.
	Prebid Meeting Date & Time	On 29.07.2025 at 11:00 am (IST)
6	On line bid submission closing Date & Time	Submission till 11.08.2025 at 02:00 pm (IST).
7	Tender Opening Date (Technical bid)	On 12.08.2025 at 3:00 pm (IST) (Venue: Rubber Park India (P) Ltd., 2A, Kautileeyam, Rubber Park, Valayanchirangara P.O, Irapuram, Ernakulam – 683 556
8	Period of Contract	3 Years
9	Bid system	Two bid system (On line) (Cover. I: Technical Bid along with EMD and Cover II: Price Bid)
10	Tender Fee	Rs. 6000 (Inclusive of GST) non-refundable (This shall be remitted in line with the online payment features stipulated).
11	Earnest Money Deposit (EMD)	Rs 50,000/- to be remitted through On line payment of e – procurement system of Govt. of Kerala.
12	Performance Guarantee to be made within 10 days from the date of Letter of Award	Contractor should submit a Security Deposit of 10% of the annual contract amount by way of irrevocable BG in favor of Rubber Park India (P) Ltd., from a nationalized / Scheduled Bank valid for the entire period of contract plus three months of the contract within 10 days from the date of Letter of Award of the work. The Security Deposit will be refunded only after satisfactory completion of contract.
13	Validity period of tender	120 days from the date of opening of technical bid

Section - 3

INSTRUCTIONS TO BIDDERS

3.0. INSTRUCTIONS TO BIDDERS

3.01. GENERAL INSTRUCTIONS

This tender is an e-Tender and is being published online for the '*Operation and maintenance of 110/11 kV EHT Substation, 11 kV/433 V Substations, HT & LT power distribution system at Rubber Park India (P) Ltd, Irapuram*'. The tender is invited in two cover system from the registered and eligible firms through e-procurement portal of Government of Kerala (<https://www.etenders.kerala.gov.in>). The details of work are as detailed in the Notice inviting Tender (NIT). Prospective bidders willing to participate in this tender shall necessarily register themselves with above mentioned e-procurement portal.

The tender timeline is available in the critical date section of this tender published in www.etenders.kerala.gov.in.

3.02. ONLINE SUBMISSION

Only those bidders having a valid and active registration, on the date of bid submission, shall submit bids online on the e-GP website. All bids shall be submitted online on the e-GP website only in the relevant envelope(s)/ cover(s), as per the type of tender. No manual submission of bids shall be entertained for the tenders published through e-GP system under any circumstances.

The tender document(s), may be downloaded free of cost from the e-Government Procurement (e-GP) website (www.etenders.kerala.gov.in). No payment is required for downloading the tender documents from the above website however a bid submission fee, as mentioned below in this document, is required to be submitted along with the online bid.

The e-GP system shall not allow submission of bids online after the stipulated date & time. The bidder is advised to submit the bids well before the stipulated date & time to avoid any kind of network issues, traffic congestion, etc. In this regard, the department shall not be responsible for any kind of such issues faced by bidder.

The bidders, who submit their bids for this tender after digitally signing using their Digital Signature Certificate (DSC), accept that they have clearly understood and agreed the terms and conditions including the Form / Annexures of this tender.

Mention of price details at any place other than the designated place, shall disqualify the bid and the bid shall be summarily rejected.

Tender duly signed using bidder's valid Digital Signature Certificate shall be submitted online on e-GP website www.etenders.kerala.gov.in on or before **02:00 pm on 11.08.2025** The bids will be opened online at the office of the tender inviting authority **at 3.00 PM on 12.08.2025**. If the tender (technical bid) opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be done on the next working day at same time and place.

The amount of EMD and tender fee shall be furnished through online banking system of e-GP website www.etenders.kerala.gov.in.

All amendment(s)/ corrigendum(s) shall be published on the e-GP website and bidders are advised to check the website regularly for the same. Rubber Park India (P) Ltd. shall not be responsible for bidder's negligence in checking the website regularly for any updates on this tender.

Uploaded Tender documents, corrigendum (If any), supporting documents, deviation statements, certificates, etc complete shall be signed and stamped or digitally signed by the authorized signatory of the company/firm.

3.03. Back ground.

Rubber Park India (P) Ltd. is a joint venture company of Rubber Board and Kerala Industrial Infrastructure Development Corporation (KINFRA). It is established to set up an industrial estate exclusively for Rubber and Rubber wood Industries. Rubber Park India (P) Ltd is one of the electricity distribution licensees operating in the State of Kerala.

3.04. Location

The Rubber Park is located at Irapuram, in Mazhuvannoor Panchayath near Perumbavoor, Ernakulam Dist. 29 KM from Ernakulam, 25 KM from Aluva, 17 KM from Muvattupuzha and 10 KM from Perumbavoor.

3.05. Nature of work.

Operation and maintenance of 25 MVA (2 x 12.5 MVA), 110/11 kV Substation with all equipment, 11kV/433V Substations, 11kV & LT power distribution network, street light network inside the Park, supply of skilled and unskilled manpower for carrying out the preventive & breakdown maintenance of Electrical installations inside the Rubber Park campus at Irapuram.

3.06. Bid preparation.

The bidder shall have clear understanding of the bid documents as well as the site conditions. For this, they should clarify all points and visit the site prior to tender preparation.

3.07. Submission of tender

The tender document(s), may be downloaded free of cost from the e-Government Procurement (e-GP) website (www.etenders.kerala.gov.in). No payment is required for downloading the tender documents from the above website however a bid submission fee, as mentioned in this document, is required to be remitted through online payment mechanism for e-procurement system of Govt. of Kerala. Only those bidders having a valid and active registration, on the date of bid submission, shall submit bids online on the e-GP website. All bids shall be submitted online on the e-GP website only in the relevant envelope(s)/ cover(s), as per the type of tender. No manual submission of bids shall be entertained for the tenders published through e-GP system under any circumstances.

During the online opening of online Envelope-1 (technical Bid), only the names of agencies who have furnished EMD, shall be read out and no other information, whatsoever shall be given.

3.08. BID OPENING AND EVALUATION

3.08.01. Bid Opening

- a) Bids shall be opened on the specified date & time, by the tender inviting authority or his authorized representative.
- b) Opening of bids shall be carried out in the same order as it is occurring in invitation of bids or as in order of receipt of bids in the portal. The Bidders & guest users can view the summary of opening of bids from any system. Bidders are not required to be present during the bid opening at the opening location if they so desire.
- c) In the event of the specified date of bid opening being declared a holiday for the Employer, the bids will be opened at the same time on the next working day.

3.08.02. Confidentiality

- a) Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award has been announced in favor of the successful Bidder.

- b) Any effort by a Bidder to influence the Employer/or his representatives during processing of bids, evaluation, bid comparison or award decisions shall be treated as Corrupt & Fraudulent Practices, mentioned under Clause 3.10 and may result in the rejection of the Bidders' bid.

3.08.03. Clarification of Bids

- a) To assist in the examination, evaluation, and comparison of bids, and qualification of the Bidders; the Tender Inviting Authority may ask the Bidder for required clarification on the information submitted with the bid. The request for clarification and the response shall be in writing or by e-mail, but no change in the price or substance of the Bid shall be sought, offered, or permitted. All clarifications required shall be submitted to the tendering authority before 24Hrs from the date and time of pre-bid clarification meeting.
- b) Subject to clause 3.08.03 a. no Bidder shall contact the Tender Inviting Authority on any matter relating to the submitted bid from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Tender Inviting Authority, it shall do so in writing.

3.08.04. Examination of Bids, and Determination of Responsiveness

- (i) During the detailed evaluation of Technical Bid, the Tender Inviting Authority will determine for each Bid.
 - a. meets the eligibility criteria as required in the NIT;
 - b. meets the qualification criteria in accordance with the provision of NIT; and
 - c. is accompanied by the required bid submission fee, bid security and the required documents and certificates.
- (ii) A substantially responsive bid is one which conforms to all the terms, conditions, and requirements of the bidding documents, without material deviation or reservation. A material deviation or reservation is one.
 - a. which affects in any substantial way the scope, quality, or performance of the Works;

- b. which limits in any substantial way, inconsistent with the bidding documents, the Employer's rights or the Bidder's obligations under the Contract; or
 - c. Whose rectification would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.
- (iii) If a Bid is not substantially responsive, it may be rejected by the Tender Inviting Authority, and may not subsequently be made responsive by correction or withdrawal of the nonconforming material deviation or reservation.
- (iv) Non submission of legible or required documents or evidences may render the bid non-responsive.
- (v) The Technical evaluation of all the bids shall be carried out as per information furnished by Bidders. The Tender Inviting Authority will evaluate bid and finalize list of responsive Bidders.
- (vi) The technical bid submitted by the responsive Bidders shall be evaluated as per the pre-qualification criteria by a Committee for selecting the pre-qualified Bidder.
- (vii) The Price Bids of the technically responsive and pre-qualified Bidders shall only be opened. The Bid Inviting Officer shall log on to the system and open the Price Bid in sequence. At the time of opening of "Price Bid", Bidders, whose Technical Bids were found responsive, can be present, if they desire so.
- (vii) Bidder can witness the principal activities and view the documents/summary reports for that particular work by logging on to the portal with his DSC from anywhere.

3.09. AWARD OF CONTRACT

3.09.01. Subject to Clause 3.08, the Tender Inviting Authority will award the Contract to the Bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price.

3.09.02. In the eventuality of failure on the part of the lowest successful Bidder to produce the original documents, submit the Performance Guarantee or enter into agreement with the Agreement Authority within the specified time limit, subjected to Clause 1.08, the Earnest

Money Deposit (EMD) shall be forfeited, the Bidder shall be debarred in future from participating in all Bids and such bidder shall be blacklisted. In such cases, the work shall be re-tendered or will be award to the second lowest bidder, as decided by the tendering authority.

3.09.03. Deleted.

3.09.04. The rates for the various items quoted by the Bidder shall be rounded to two decimal places. The decimal places in excess of two will be discarded during evaluation.

3.09.05. Employer's Right to Accept any Bid and to Reject any or all Bids

Notwithstanding Clause 3.09.01 to 3.09.04, the Tender Inviting Authority reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all Bids at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Tender Inviting Authority's action.

3.09.06. Notification of Award and Signing of Agreement

(a) The Bidder, whose Bid has been accepted, shall be notified of award by the Agreement Authority prior to expiration of the Bid validity period by e-mail confirmed by letter sent through post. This letter (hereinafter and in the Conditions of Contract called the "Letter of Acceptance") will state the sum that the Employer will pay the Bidder in consideration of the execution, completion and remedying defects, if any in the O&M Works by the Contractor as prescribed by the Contract.

(b) . The notification of award will constitute the formation of the Contract, subject only to the furnishing of a performance Guarantee in accordance with the provisions of Clause 1.09.

3.10. CORRUPT OR FRAUDULENT PRACTICES

3.10.01. It is required that the Bidders observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, it is defined, for the purposes of this provision, the terms set forth below as follows:

- (a). “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
- (b). “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Employer and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Government of the benefits of free and open competition.
- (c). “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
- (d). “Coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party.

3.10.02. The Employer will reject a proposal for evaluation, and/or award if it determines that the Bidder recommended for award has engaged in any of the corrupt or practices in competing for the contract in question and will declare the firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract, if it at any time determines that the bidder has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

3.11. FORMS AND DECLERATIONS

Various forms and formats for declarations to be submitted by the Bidder for Bid submission and pre-qualification detail submissions are included in the sections- FORMS and Pre-qualification Information. Bidders are requested to fill in the required forms and declarations and submit the same with their bids online.

3.12. GENERAL GUIDELINES

3.12.1. Before participating in the Tender, the intending bidders are advised to satisfy themselves whether the conditions set out in prequalification criteria are fully met by the bidders. The tender documents of those companies / firms who fail in the PQ process would be rejected summarily and no correspondence or intimation would be given to such companies or firm and the decision of Rubber Park India (P) Ltd. in this regard is final.

3.12.2. Rubber Park India (P) Ltd. shall have no responsibility for any errors in downloading the document or due to erroneous online submission. Rubber Park India (P) Ltd., reserves the right to accept or reject any or all tenders without assigning any reason what so ever.

3.12.3. Subject to the Client (Rubber Park India (P) Ltd.) right to accept any tender and reject any or all tenders, the Client will award the contract to the bidder whose bid has been determined to be substantially responsive and who has offered the lowest Evaluated Tender Price provided further that the bidder has the capability and resources to carry out the contract effectively.

3.12.4. Prior to the expiry of the period of validity of the tender “Rubber Park India (P) Ltd.” will notify the successful bidder in writing that his tender has been accepted. This letter (herein after referred as Work Order) shall name the sum, which “Rubber Park India (P) Ltd.” will pay to the contractor in consideration of the execution, completion, operation, maintenance and guarantee of the work by the contractor as specified by the contract (hereinafter called the contract price). The letter of acceptance will constitute the formation of a contract

3.12.5. Before commencing the work within 10 (Ten) days from the date of Work Order, the bidder shall make a Performance Guarantee as given in clause 1.09 of this notice and furnish the same for the proper fulfillment of the contract and shall execute an Agreement for the work in required non-judicial stamp paper in the format given as “Articles of Agreement”.

3.12.6. If the bidder fails to execute the Agreement as stated above within the specified period, his Earnest Money Deposit shall be forfeited to the Rubber Park India (P) Ltd. and fresh tenders called for or tender of the next lowest bidder will be considered. If as a result of such measures due to the default of the bidder to pay the required deposit, execute the agreement or take possession of the substation and distribution system, any loss to Rubber Park India (P) Ltd. results, the same will be recovered from the bidder by deducting from any amount due to him from other works or revenue recovery or by suitable course of action including legal proceedings.

3.12.7. Tenders not properly filled, mutilated with incorrect calculations or generally not complying with the conditions are likely to be rejected.

3.12.8. The tender submitted on behalf of a firm shall be digitally signed by all the partners of the firm or by a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected by the Rubber Park India (P) Ltd.

Section – 4

GENERAL CONDITIONS OF CONTRACT

General Conditions of Contract

4.1 Interpretation and Definitions

- a. The Owner shall mean the “Rubber Park India (P) Ltd.” (RPIPL) having its office at Valayanchirangara, Ernakulam- 683 556 and include their legal representatives, successors and permitted assigns.
- b. The “contract” shall mean an agreement where a proposal has been accepted and shall include the notice inviting tender, the tender and acceptance thereof and the formal agreement, if any, executed between the Rubber Park and the contractor together with the documents referred to therein including these conditions with appendices and any special conditions; the specifications, schedule of quantities with rates and amounts. All these documents taken together shall be deemed to form one contract and shall be complementary to one another.
- c. The “Contractor” shall mean a registered firm or incorporated company undertaking the works and shall include legal heir of such company or successors of such firm or company as the case may be and permitted assigns of such firm or company.
- d. The “Contract Sum” shall mean the sum for which the tender is accepted.
- e. A “Day” shall mean a day of 24 hours from mid-night to mid-night irrespective of the number of hours worked in that day.
- f. “Engineer-in-Charge” shall mean the Engineering officer appointed by the owner or his duly authorized representative who shall direct, supervise and be in charge of the works for purpose of this Contract.
- g. “Excepted Risks”, are risks due to riots (other than that among Contractor’s employees) and civil commotion (in so far as both these are uninsurable), war whether declared or not, invasion, act of foreign enemies, hostilities, civil war, rebellion, revolution, insurrection, military or usurped power, any acts of Government, damage from aircraft, acts of God such

as earthquake, lightning and unprecedented floods and other causes over which the contractor has no control and accepted as such by the Accepting Authority.

- h. “Temporary Works” shall mean all temporary works of every kind required in or about the execution, completion or maintenance of the works.
- i. “Urgent Works” shall mean any urgent measures which, in the opinion of the Engineer-in-Charge, become necessary during the process of the work to obviate risk of accident or failure or which become necessary for security.
- j. A “Week” shall mean seven days without regard to the number of hours worked in any day in that week.
- k. The “Works shall means the works to be executed in accordance with the contract or part(s) thereof as the case may be and shall include all extra or additional, altered or substituted works as required for performance of the Contract.

4.2 Scope and Performance

The Contractor shall execute the whole and every part of the work in the most substantial and workman like manner both as regards materials and otherwise in every respect in strict accordance with the specifications. The contractor shall also conform exactly, fully and faithfully to the design, drawings and instructions in writing in respect of the work signed by the Engineer-in-Charge. The works to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plant and equipment, and transport which may be required in preparation of and for and in the full and entire execution and completion of the works. In case of any class of work for which there is no specifications given, such work shall be carried out in accordance with Bureau of Indian Standards specification/ CEA guide lines. In case there are no such specifications in Bureau of Indian Standards/CEA, the work shall be carried out as per manufacturer’s specification. In case there are no such specifications as referred to the above the work shall be carried out in all respect as per the generally accepted good engineering practices in accordance with the instructions and requirements of the Engineer-in-Charge.

4.3 Inspection Site:

The contractor shall inspect the EHT Substation and Distribution networks and its surroundings and shall satisfy himself before submitting his tender as to the form and nature of the site, the quantities and nature of work and material necessary for the completion of the works and the means of access to the site, the accommodation he may require and in general shall himself obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect his tender. No extra charges consequent on any misunderstanding or otherwise shall be allowed.

4.4 Sufficiency of Tender:

The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rate quoted shall, except as otherwise provided, cover all his obligations under the Contract and all matters and things necessary for the proper completion and maintenance (up to defect liability period) of the works.

4.5 Labour Rules:

In respect of all labour, directly or indirectly employed on the works by the CONTRACTOR, the CONTRACTOR shall comply with the provisions of the Contract Labour (Regulation and Abolition) Act 1970 , Minimum wages Act 1948, Payment of wages Act 1936 and any amendments thereof and all legislation and rules of the State and / or Central Government or other local authorities, framed from time to time, governing the protection of health, sanitary arrangements, wages welfare and safety for labour employed and for bonus, retirements benefits, retrenchment,/lay off, compensation, and all other statutory obligations. The rules and the other statutory obligations with regard to fair wages, welfare and safety measures, maintenance of register etc. will be deemed to be part of the contract.

4.6 Accidents:

The contractor shall indemnify and keep indemnified the owner against all losses and claims for injuries or damage to any person or any property whatsoever which may arise out or in consequence of the operation and maintenance work as per the tender and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto. Provided always that nothing herein contained shall be deemed to render the contractor liable for or in respect of or to indemnify the owner against any compensation or

damage caused by the expected risk/Third Party Liability/risks. The CONTRACTOR shall be responsible for the safety of all employee and or workers employed or engaged by him on and in connection with the works and shall forthwith report all cases of accidents to any of them, however caused and whenever occurring, to Rubber Park India (P) Ltd and the CONTRACTOR shall make every arrangement to render all possible assistance and aid to the victims of the accident. Rubber Park India (P) Ltd shall not be liable for, in respect of any damages or compensation payable as per regulations or in consequence of any accident or injury to any workmen or other person in the employment of the CONTRACTOR or his sub-contractors, and the CONTRACTOR shall indemnify and keep indemnified Rubber Park India (P) Ltd against all such damages and compensation and against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto. The Contractor shall be responsible for the safety of all employees and workers employed or engaged by him on and in connection with the works and shall forthwith report all cases of accidents to any of them, however caused and whenever occurring, to Rubber Park and the Contractor shall make every arrangement to render all possible assistance and aid to the victims of the accident.

4.7 Compensation:

The CONTRACTOR shall at all time indemnify and keep indemnified Rubber Park India (P) Ltd against all claims for compensation under the provisions of the Employees Compensation Act 1923 or any other law for the time being in force by or in respect of any workmen employed by the CONTRACTOR in carrying out the contract and against all costs and expenses or penalties incurred in connection therewith. In any case in which, by virtue of the provisions of the said Act, if Rubber Park India (P) Ltd is obliged to pay compensation to a workmen employed by the CONTRACTOR in executing the works, Rubber Park India (P) Ltd shall recover from the CONTRACTOR the amount of the compensation with all the expenses so paid and without prejudice to the rights of Rubber Park India (P) Ltd under the said Act. Rubber Park India (P) Ltd shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any amount due by Rubber Park India (P) Ltd to the CONTRACTOR, whether under this contract or otherwise without prejudice to any other remedy that may be available to Rubber Park India (P) Ltd in law. Rubber Park India (P) Ltd shall not be found to contest any claim made against it under the said Act, except on the written request of the CONTRACTOR and upon his giving to Rubber Park India (P) Ltd full security

for all costs for which Rubber Park India (P) Ltd might become liable in consequence of non-testing claim.

4.8 Industrial Dispute:

It is laid down that in case any industrial dispute has arisen or is apprehended between the Contractor and the employee/workmen, the Contractor is liable to see that the dispute is settled or to submit himself to legal proceedings arising out of such industrial dispute and Rubber Park India (P) Ltd shall not be liable or responsible, in any manner whatsoever in this regard.

4.9 Insurance:

The Contractor shall take necessary insurance to cover the entire provisions of Employees Compensation Act and the Public Liability and also in respect of any other person on account of accident at site.

4.10 Labour :

The Contractor shall employ labour in sufficient numbers to maintain the required rate of progress and of quality to ensure workmanship of the degree specified in the contract and to the satisfaction of the Engineer – in- Charge. The age limit for employment of labour shall be in strict accordance with the existing labour legislation. Contractor shall at all times during the continuance of this Contract conform in all respects to and carry out all obligations imposed on it with the provisions and requirements of the Employees Provident Fund Act 1952 and its amendments, Payment of Gratuity Act 1952 and its amendments, Employment State Insurance Act 1948 and its amendments, Maternity Benefit Act 1961 and its amendments, Minimum Wages Act 1923 and its amendments, Equal Remuneration Act 1976 and its amendments, Payment of Wages Act 1936 and its amendments, Payment of Bonus Act 1965 and its amendments, Contract Labour (Regulation & Abolition) Act 1971 and its amendments and any applicable law in the country where any of the services are performed or regulations issued including without limitation all laws, regulations and requirements of Government of India.

In cases where ESI is not applicable for any personnel, the contractor shall provide Employee Compensation (EC) coverage for those personnel. A copy of the valid EC policy shall be submitted prior to the commencement of work. Additionally, if the contractor intends to deploy 20 or more workers, a valid labour license shall be obtained and submitted with the

Owner. In the event of engaging interstate migrant workers, for the interstate migrant workers license shall also be submitted by the successful bidder before commencement of the work.

The contractor shall pay fair wages to all the staffs deployed by him and should ensure strict compliance of the provisions specified by the Government of Kerala from time to time. The basic wage, VDA, service weightage shall be in line with the Government of Kerala notification GO. (P) No.196/2016/LBR dated 21st December, 2016 and its amendments or other relevant statutes or GO's if the same is not applicable. If service weightage is applicable cited above to any of the employees it is to be paid as per the relevant government orders/notifications. The VDA based on consumer price index of Ernakulam shall be paid to every employee. The CONTRACTOR shall review the Consumer price index and appropriate increase in the VDA shall be made effect at least Annually (average VDA of the last 12 months may be taken) without any additional cost to Rubber Park India (P) Ltd.

The Contractor shall ensure that statutory employee deduction (ESI, EPF, KLWF, if any and Professional Tax) of gross salary be at the rate specified by law. The employees deployed for duty on National Holidays will be entitled to compensation as per National and Festival Holidays Act, 1958. This has to be in addition to the monthly salary paid to the employees. The employees deployed by the CONTRACTOR shall be given at least one day casual leave with wages per month in addition to the normal weekly off. The employees deployed by the CONTRACTOR shall be given annual leave with wages, if applicable, as per the relevant labour laws. The CONTRACTOR shall ensure that the yearly Bonus shall be paid to his employees as per Payment of Bonus Act, 1965. However, during the initial year the Bonus period shall be calculated from the month of commencement of the contract till the month of issue of the Bonus amount.

The payment of salary to employees shall be made on or before 7th working of the succeeding month. The Contractor shall at all times take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct by or amongst its employees and for the preservation of peace and protection of persons and property in the neighborhood of the site against the same.

Upon the outbreak of any strike or labour dispute involving any of Contractor's personnel engaged on the services, Contractor shall forthwith give details thereof to Rubber Park India

(P) Ltd. If any dispute arises between the contract labour/employees and Contractor agency, Rubber Park India (P) Ltd will not be responsible in any manner. The Contractor shall not stop or cause stoppage of work on account of strike or other agitation during the period of contract. The contractor shall engage his labour as per the provisions of relevant labour acts. In case the Contractor engages migrant labours their data shall be verified by the Contractor and police clearance certificate shall be submitted to Rubber Park India (P) Ltd. Upon the occurrence of any strike or labour dispute involving any of Contractors personnel engaged on the services, contractor shall forthwith give details thereof to Rubber Park India (P) Ltd.

The CONTRACTOR shall maintain **an attendance register (preferably biometric attendance system supplied by Rubber Park India (P) Ltd) of all those employed by him, on a daily and shift basis throughout the contract period.** The registers and records shall be made available to Rubber Park India (P) Ltd for inspection by the contractor on monthly basis or as and when required by Rubber Park India (P) Ltd). The CONTRACTOR will be required to deploy his personnel, based on the requirements of the work, on all days including holidays and also at night. Shift schedule for forthcoming month should be submitted one week in advance to Rubber Park India (P) Ltd.

The Contractor shall within twenty-four (24) hours of any occurrence of any accident at or about the site or in connection with the execution of the services or any injury, loss or damage to any personnel or to property of Contractor, Rubber Park or of a third party, report such occurrence to the competent authority including KSEI.

The Contractor shall comply with all the statutory requirement in respect of engaging the personnel, their service conditions, rules and regulation and all liabilities under the various labour law and other statutory obligations like PF, ESIC, Bonus, employees compensation, gratuity and also comply with the provisions of Minimum Wages Act, Payment of Wages Act etc. shall be that of the Contractor, and Rubber Park India (P) Ltd shall in no way be responsible or liable in case of any dispute, prosecution or awards made by court of law or other authorities.

The Contractor shall obtain and keep it in force throughout the term of the agreement, necessary / valid labour license from the Licensing authority under the contract Labour (R&A) Act 1970, and the rules framed there under and produce the same to Rubber Park India (P) Ltd before commencement of the services under the contract. The Contractor shall also indemnify Rubber Park India (P) Ltd from and against any claims under the aforesaid

act and the rules and shall continue to have a valid license until completion of the contract period or any extended period.

Any failure to fulfill this requirement shall attract the penal provisions of the contract arising out of the resultant non-performance of the work.

The Contractor shall keep the Rubber Park India (P) Ltd indemnified against all the losses, damages or liability arising out of or imposed in pursuance of any violation by the Contractor under labour laws & the rules there under or of any prosecution or award made by court of law or other authorities specifically under the Industrial disputes Act-1947.

The Rubber Park India (P) Ltd shall be indemnified from all the liabilities, what so ever created under the Employees compensation Act / ESI Act in respect of any injury suffered by the worker employed by the Contractor or resulting in death / fatal accident etc.

The Contractor has to strictly follow the provisions of Payment of Wages Act 1936 and the rules made there under and further the Contractor shall strictly adhere to the provisions of The Minimum Wages Act-1948 and the rules made there under from time to time revising the wages payable to the workmen.

All labour and / or personnel employed by the Contractor shall be engaged by him / them as his / their own employees in all respect implied or expressed. The responsibilities whatsoever, incidental or direct, arising out of or for compliance with or enforcement of the provisions of various labour laws of the country shall be that of the Contractor and the Rubber Park India (P) Ltd shall, in no way, be responsible or liable for their wages, salaries, bonus, gratuity or any other allowances, leave salary, wages for holidays or any compensation, notice pay etc.

The minimum age limit for employment of labour shall be 18 years. The CONTRACTOR shall maintain an attendance register of all those employed by him, on a daily and shift basis. The registers shall be made available to Rubber Park India (P) Ltd for inspection as and when requested by Rubber Park India (P) Ltd. The CONTRACTOR will be required to deploy his personnel, based on the requirements of the work, on all days including holidays and also at night.

In every case in which, by virtue of the provision of the aforesaid acts or rules, the Rubber Park India (P) Ltd is obliged to pay any amount of wages to the personnel employed by the

Contractor in execution of the work or to incur any expenditure in providing welfare, Health & safety amenities required to be provided under the aforesaid act and rules or to incur any expenditure on account of contingent liability of the Rubber Park India (P) Ltd due to the Contractor's failure to fulfill his statutory obligation under the aforesaid act or the rules, the Rubber Park India (P) Ltd shall be at liberty to withhold from the bills of the Contractor the amount of the wages as paid or the amount of expenditure so incurred, and Rubber Park India (P) Ltd shall be at liberty to recover such amount or part thereof by deducting it from Security Deposit and / or from any sum payable by the Rubber Park India (P) Ltd to the Contractor. The decision of the Rubber Park India (P) Ltd regarding the amount actually recoverable from the Contractor as stated above shall be final and binding on the Contractor.

The Contractor shall at all time indemnify the Rubber Park India (P) Ltd against all claims which may be made under the Workmen's Compensation Act 1923 or any statutory modification thereof or otherwise for or in respect of any damages or compensation payable in consequences of any accident, injury sustained by any labour / servant or person in his employment and engaged in the performance of contract. If any such accident occur which may involve any such liability under the Act, the Rubber Park India (P) Ltd shall be at liberty to withhold such amount from the bills of the Contractor and also deposit the same with Commissioner under the W.C. Act.

Necessary proof shall be produced to Rubber Park India (P) Ltd for verification and records, within fifteen days from the date of agreement.

The Contractor shall at his own expense arrange all the safety provisions to the labours directly or indirectly employed by him for performance of the works and shall provide all facilities in connection therewith.

4.11. Sub Contractor:

The CONTRACTOR shall not sub contract any part of the work under this contract without the written consent of Rubber Park India (P) Ltd and such consent, if given, shall not relieve the CONTRACTOR from any liability or obligation under the contract and the CONTRACTOR shall be liable for all the acts, defaults and neglects of the subcontractor, his agents, employees or workmen as fully as they were the acts, defaults or neglects of the CONTRACTOR of his agents, servants or workmen. The tender conditions shall be applicable to subcontractors as well.

The CONTRACTOR shall be responsible for the observance of the provisions of aforesaid clauses by the sub-contractors employed by him in the execution of the contract.

4..12 Conflict of Interest:

Contractor shall conduct its operations in a lawful manner consistent with good international practices and standards for such type of services.

Neither Contractor nor any of its subsidiaries or affiliates shall in connection with the services enter into a contract, give an undertaking, bid, enter into a Joint Venture Partnership, have any relations with a Third Party or any other arrangement to perform any services, to supply goods or equipment which may be to Rubber Park India (P) Ltd.'s detriment.

4..13 Occupation and use of Office space:

The Contractor shall not be permitted to enter on (other than for inspection purposes) or take possession of the any land, building, or space belonging to Rubber Park India (P) Ltd or other agencies in the Campus without the written permission of Rubber Park India (P) Ltd. The office space shall not be used or allowed to be used for any other purpose other than for carrying out the work under this contract. On expiry or termination of the contract either by default or by convenience, the contractor shall give vacant and peaceful possession of the office space and all sites to Rubber Park India (P) Ltd or an agency authorized by Rubber Park India (P) Ltd within 2 Weeks of such expiry or termination of the contract.

4..14 Safety and Cooperation with other Agencies:

The Contractor shall take all steps he is bound or otherwise to ensure safety of the office space and sites allotted to him the said equipment, personnel, and all materials, tools and spares supplied by the Rubber Park India (P) Ltd in connection with the performance of this Contract.

The Contract shall at all times, endeavor to promote safe and healthy habits among his personnel. All equipment, sites, office space and the environment shall be kept clean, presentable and tidy at all times. The Contractor shall at his own expense, remove all debris and rubbish of every description from the sites and office space as often as is necessary, in the opinion of Rubber Park India (P) Ltd. The Contractor shall take into account any suggestion, instruction or comment made by Rubber Park India (P) Ltd in this regard.

The Contractor shall not cause any disturbance, annoyance, nuisance, or damage to Rubber Park India (P) Ltd or other agencies or units in the Rubber Park India (P) Ltd campus.

The Contractor shall not keep or allow to be kept any flammable/hazardous goods in the office space, sites or premises without adequate safety measures.

The Contractor shall indemnify and keep indemnified Rubber Park India (P) Ltd against all losses and claims for injuries or damages of any person or propriety whatever, which may arise out of or in consequence of his activity and against all claims, demands proceedings, damages, costs, charges, expenses whatsoever in respect thereof or in relation thereto.

The Contractor shall cooperate with the work of other agencies or Contractors that may be employed or engaged by Rubber Park India (P) Ltd.

4..15 GENERAL

The CONTRACTOR shall extend the service of the equipment only to such users and in such manner as specified by Rubber Park India (P) Ltd from time to time in writing. Under no circumstance shall the service of the equipment of Rubber Park India (P) Ltd be provided to any person, group or organization, without the written authorization from Rubber Park India (P) Ltd.

The CONTRACTOR shall follow all instructions issued by Rubber Park India (P) Ltd, from time to time, regarding the operation and maintenance of the equipment's and extension of the service of the equipment's to users.

The CONTRACTOR shall not, keep or allow to keep, operate or allow to operate, maintain / or allow to maintain, the equipment, office space, sites, materials, spares, or tools supplied by Rubber Park India (P) Ltd, in any manner, which in the opinion of Rubber Park India (P) Ltd, is objectionable or unacceptable, due to any reason whatsoever.

The CONTRACTOR shall take all necessary precautions and care to ensure security and protection of the office space, sites, equipment including all systems and sub systems, all materials, spares or tools supplied by Rubber Park India (P) Ltd.

All drawings and documents supplied to the CONTRACTOR shall be deemed to be property of Rubber Park India (P) Ltd. The CONTRACTOR shall not divulge, or use, except for the purpose of this contract, any information contained in the drawings. The contractor shall

return all drawings and documents to Rubber Park India (P) Ltd. without any damage upon completion of the contract.

The CONTRACTOR shall maintain a daily log of all activities performed by each and every one of the personnel employed by him.

All correspondence pertaining to this contract shall be in the English language, and in writing. No reference, communication, or complaint which is not in writing, shall be recognized.

This contract and all questions arising there from shall be interpreted in accordance with and governed by the laws of India.

4..16 Force Majeure

If either party is prevented from or delayed in performing any obligation under this contract as a result of circumstances beyond its control, including but not limited to Act of God, severe earthquake, typhoon or cyclone, flood, lightening, land slip, fire or explosions, plague or epidemic, war, riot, invasion, act of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military or usurped power or confiscation or trade embargos by any public authority, it shall not be deemed to have committed a default or breach of conditions of this contract and time for carrying out the activity thereby affected shall be extended for a reasonable period for which the work is actually affected due to such cases, provided it shall promptly notify the other of the details of the force majeure and the influence on its activity under this contract. The proof of the existing Force Majeure shall be provided by the party claiming it to the satisfaction of the other.

Should either party be prevented from fulfilling the obligations provided for in the contract by the existence of cause of Force Majeure lasting continuously for a period of 6 months the parties hereto shall consult with each other in regard to the future implementation of this contract.

The contractual right and obligations covered under this contract shall not be assigned by either party without obtaining, in advance, the written consent of the other party hereto.

Rubber Park India (P) Ltd or Contractor may, if warranted by circumstances, waive any of its rights under this contract, but a waiver by either party of any of such rights in this contract

shall not constitute a precedent, not bind either party hereto, to a waiver of any succeeding breach of the same of any other term, provision or condition of the contract.

All communications and notices to be given by either party to the other in connection with the rights and obligations of both parties hereto under to pertaining to this contract shall be made in the English language and if sent by post, they shall be by postage prepaid and registered mail and if confirmed by letter to addresses in the agreement. Either party may change individuals designated to receive notice or addresses and in such an event notice shall be given to the other party by means of written notice of any such change.

4..17 Termination for Default

Rubber Park India (P) Ltd (RPIPL) may, without prejudice to any other rights or remedies provided by law or under this contract, by written notice of default to the CONTRACTOR, terminate this contract in whole or in part in any of the following circumstances:

- a. If the CONTRACTOR has been declared bankrupt, makes an assignment for the benefit of creditors or is in receivership.
- b. If the CONTRACTOR repetitively fails to perform the work after receipt of notice from Rubber Park India (P) Ltd (RPIPL) specifying such failure.
- c. If the CONTRACTOR has abandoned the contract or has failed to proceed with the work due to negligence or the progress on any particular parts of the work is slow or has failed to execute the work in accordance with the terms and condition of this contract, or is persistently or frequently neglecting to carry out his obligations under the contract, then it shall be lawful for Rubber Park India (P) Ltd (RPIPL) to terminate the contract forthwith under written notice and to proceed with work if the CONTRACTOR has done any work , which in the opinion of Rubber Park India (P) Ltd (RPIPL) is substandard or inadequate.
- d. He shall be asked in writing to correct with the same to the satisfaction of Rubber Park India (P) Ltd (RPIPL). If the CONTRACTOR fails to comply with the above instructions immediately, then Rubber Park India (P) Ltd (RPIPL) will have the right to proceed with the corrective work through other agency or agencies at the risk and cost of the contractor. Similarly, if the CONTRACTOR goes slowly on any particular part or parts of the work Rubber Park India (P) Ltd shall have the right to execute such part or parts of the work through other agency or agencies, including itself. Extra cost and expenses incurred by Rubber Park India (P) Ltd for carrying out such work shall be debited to the

CONTRACTORS account and shall be recovered from any money due or that may become due to the contract without prejudice to any other remedy that may be available to Rubber Park India (P) Ltd in law.

4..20 Termination for Convenience.

Rubber Park India (P) Ltd shall have the right to terminate for its convenience all or portion of the work. Such termination shall be effected by delivery to the CONTRACTOR of a written notice of the termination for convenience specifying the extent to which works is to be terminated, the effective date of such termination and the actions to be taken by the CONTRACTOR in connection with the termination.

Upon receipt of a Notice of Termination for convenience, the CONTRACTOR shall forthwith comply therewith and take all the actions as instructed in the notice. The CONTRACTOR may submit to Rubber Park India (P) Ltd his termination claim, based on the work satisfactorily preformed to the data of termination. Such claim shall be submitted promptly, but not later than one month from the effective date of termination, such extension thereof as may be authorized by Rubber Park India (P) Ltd.

Rubber Park India (P) Ltd may without prejudice to any other rights or remedies provided by law or under this contract, if it is felt to the Rubber Park India (P) Ltd that the workers of the CONTRACTOR as per the contract are not satisfactory Rubber Park India (P) Ltd can terminate this contract in whole or in ,part after giving a written notice of ONE MONTH.

In case of any misconduct or delay in discharging duties or if the performance is not found satisfactory, on the part of any personnel employed by the contractor his service shall be terminated forthwith on intimation from authority of Rubber Park India (P) Ltd and the agency/contractor shall provide substitutes immediately. Rubber Park India (P) Ltd reserves the right to terminate the contract during the currency of the project, if the performance of the contractor is not found to be satisfactory or other reasons which they found is necessary in the interest of the company with an advance notice of one month. The contractor will not be eligible for any compensation whatsoever for termination of contract as above.

In the event, Rubber Park India (P) Ltd terminated this contract in whole or in part as provided, Rubber Park India (P) Ltd may at its discretion, have the work thus terminated,

performed by itself or by a third party. The contractor shall continue the performance of the work to the extent not terminated under the provisions of the above clauses.

If the CONTRACTOR fails to perform the work or any portion of the works covered by this contract Rubber Park India (P) Ltd has right to terminate this contract and engage another CONTRACTOR or make immediate alternative arrangement on the risk and cost of the CONTRACTOR and the CONTRACTOR is liable for all the resulting damages, costs, expenses difference in rates etc.

In case of any disputes arising out of the interpretation, operation, and enforcement of this agreement the same shall be referred to the sole adjudication of the Managing Director of Rubber Park India (P) Ltd who will be the sole Arbitrator and his decision on all such matters be final and acceptable to all the parties of this contract.

4..21 Foreclosure of contract

- a. If at any time after acceptance of the tender, during execution of work, the owner shall decide to abandon or reduce the scope of the works for any reason whatsoever and hence not require the whole or any part of the works to be carried out, the authorized person of the owner shall give notice in writing to that effect to the Contractor and the Contractor shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.
- b. The contractor shall be paid at contract rates full amount for works executed as per the scope of work.

4..22 Termination of Contract on Death

If the Contractor is an individual or a proprietary concern and the individual or the proprietor dies and if the Contractor is a partnership concern and one of the partners dies, then, unless the Owner is satisfied that the legal representatives of the individual Contractor or of the proprietor of the proprietary concern and in the case of partnership, the surviving partners, are capable of carrying out and completing the contract, the owner shall be entitled to cancel the contract as to its incomplete part without the owner being in any way liable to payment of any compensation to the estate of the deceased contractor and/or to the surviving partners

of the contractor's firm on account of the cancellation of the contract. The decision of the Owner that the legal representatives of the deceased contractor or the surviving partners of the contractor's firm cannot carry out and complete the contract shall be final and binding on the parties. In the event of such cancellation, the owner shall not hold the estate of the deceased contractor and/or the surviving partners of the contractor's firm liable for damages for not completing the contract.

4..23 Determination/Cancellation of Contract in Full or Part

If the Contractor:

- a. at any time makes default in proceeding with the works with due diligence and continues to do so after a notice in writing of 7 days from the Engineer-in-charge or
- b. commits default in complying with any of the terms and conditions of the contract and does not remedy or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf of the Engineer-in-charge or
- c. fails to complete the works or items of work with individual dates of completion, on or before the date(s) of completion, and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer-in-charge.
- d. shall offer, or give or agree to give to any person in the owners service or to any other person on his behalf any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or having done or forborne to do any act in relation to the obtaining or execution of this or any other Contract for the owner, or
- e. shall enter into a contract with the owner in connection with which commission has been paid or agreed to be paid by him or to his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to the Accepting Authority/Engineer-in-charge or
- f. shall obtain a contract with the owner as a result of wrong tendering or other non-bonafide methods of competitive tendering or

- g. being an individual, or if a firm, any partner thereof, shall at any time be adjudged insolvent or have a receiving order or order for administration of his estate made against him or shall take any proceedings for liquidation or composition (other than a voluntary liquidation for purpose of amalgamation or reconstruction) under any Insolvency Act for the time being in force or make any conveyance or assignment of his effects or composition or arrangement for the benefit of his creditors or purport so to do, or if any application be made under any insolvency act for the time being in force for the sequestration of his estate or if a trust deed be executed by him for benefit of his creditors or
- h. being a company, shall pass a resolution or the Court shall make an order for the liquidation of its affairs, or a receiver or manager on behalf of the debenture holders shall be appointed or circumstances shall arise which entitle the Court or debenture holders to appoint a receiver or manager or
- i. shall suffer an execution being levied on his goods and allow it to be continued for a period of 21 days or assigns, transfers, sublets (engagement of labour on a piece-work basis or of labor with materials not to be incorporated in the work shall not be deemed to be subletting) or attempts to assigns, transfer or sublet the entire works or any portion there of without the prior written approval of the Engineer-in-charge, the Accepting Authority may, without prejudice to any other right to remedy which shall have accrued or shall accrue thereafter to the Owner, by written notice determine/cancel the contract as a whole or only such items of work in default from the Contract.
- j. On determination/cancellation of the Contract, in full or in part, the Accepting Authority shall determine what amount, if any, is recoverable from the Contractor for completion of works or part of the works or in case the works or part of the works is not completed, the loss or damage suffered by the owner. In determining the amount, credit shall be given to the Contractor for the value of the work executed by him up to the time of cancellation, the value of Contractor's material taken over and incorporated in the work, and use of tools, tackles and machinery belonging to the Contractor.
- k. Any excess expenditure incurred or to be incurred by the owner in completing the works or part of the works or the loss or damage suffered or may be suffered by the owner as aforesaid after allowing such credit shall be recovered from any money due to the

Contractor on any account, and if such money is not sufficient, the Contractor shall be called upon in writing to pay the same within 30 days.

- l. If the Contractor shall fail to pay the required sum within the aforesaid period of 30 days the Engineer-in-charge shall have the right to retain any or all of the contractor's unused spares, till the balance outstanding from the Contractor is recovered in accordance with the provisions of the Contract.
- m. In the event of anyone or more of the above courses being adopted by the Engineer-in-charge, the contractor shall have no claim to compensation for any loss sustained by him by reasons of his having purchased or procured any materials or entered into any engagements or made any advances on account or with a view to the execution of the work or the performance of the contract.
- n. And in case action is taken under any of the provision aforesaid the Contractor shall not be entitled to recover or be paid any sum for any work thereof or actually performed under this contractor unless and until the Engineer-in –charge has certified in writing the performance of such work and the value payable in respect thereof and he shall only be entitled to be paid so certified.

4..24 Liability for Damage, Defects or Imperfections and Rectifications

If the contractor, or his workman or employees shall injure or destroy any part of the owner property or if any damage shall happen to any equipment while the work or contract is in progress, the contractor, shall, upon receipt of a notice in writing, in that behalf make the same good at his own expense.

4..25 Urgent Works

If any urgency work (in respect whereof the decision of the Engineer-in-charge shall be final and binding) becomes necessary and the Contractor is unable or at once to carry it out, the Engineer-in-charge may by his own or other workmen carry it out as he may consider necessary. If the urgency work shall be such as the Contractor is liable under the Contract to carry out at his cost, all expenses incurred on it by the owner, then shall be recoverable from the Contractor and be adjusted or set off against any sum payable to him.

4.26 Qualification of Operating Staff

Only Qualified, experienced and competent staff shall be employed by the contractor for operation and maintenance. **The Contractor shall strictly comply with the CEA (Measures relating to Safety and Electric Supply) Regulations, 2023 on engagement of employees while carrying out the operation and maintenance activities and their list shall be exhibited in the substation.** The Contractor shall mobilize a team of experts in case of any emergency for trouble shooting and bring back the system to normalcy at the earliest. The service provided by each person shall be satisfactory to the consumers as well as to the Rubber Park India (P) Ltd. Contractor has to maintain certain performance standards as stipulated by the Kerala State Electricity Regulatory Commission (KSERC), and maintain the standards of performance as stipulated. Proper registers shall be maintained to record complaints, time taken for rectification, power interruptions etc. which is also in the scope of works. The contractor should submit the copies of qualification certificates and produce the original Qualification certificates to the engineer in charge for verification before deploying the execution of agreement failing which worker order will be cancelled without notice..

4.27 Safety Code

The Contractor shall strictly observe the safety codes and labour laws as detailed under:

- a. Personal protective Equipment inclusive of Safety gloves according to the voltage class shall be provided to all the employees.
- b. First aid appliances including adequate supply of sterilized dressings and cotton wool shall be kept in a readily accessible place.
- c. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
- c. Suitable and strong scaffolds should be provided for workmen, including safety Belt for all works that cannot safely be done from ground.
- d. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cms (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used in extra mazdoor shall be engaged for holding the ladder.
- e. Workers employed on mixing and handling material such as rubble cement mortar or concrete etc. shall be provided with protective footwear and rubber hand gloves.

- f. Those engaged in welding works shall be provided with welder's protective eye shields and gloves.
- g. Hoisting machines and tackle used in the works, including their attachments, anchorage and supports shall be in perfect condition.
- h. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.

4..28 Quality of service

The service provided by each person shall be satisfactory to Rubber Park India (P) Ltd / Owner. The Contractor has to maintain the performance standards as stipulated by KSERC/CEA/BEE/CEI/Govt. from time to time through various Regulations and orders.

Section – 5

SPECIAL CONDITIONS OF CONTRACT

Special Conditions of Contract

5.1 Scope of Work

The Rubber Park India (P) Ltd (RPIPL) is a joint venture of Kerala Industrial Infrastructure Development Corporation (KINFRA) and Rubber Board representing the Govt. of Kerala and Govt. of India respectively. The Company was incorporated for establishing industrial parks, exclusively for rubber and rubber wood based industries with world class infrastructure. Govt. of Kerala had issued electricity distribution license to Rubber Park vide G.O (P) No. 20/2003/PD dated 17.06.2003 for the distribution of power to various establishment within the campus. Rubber Park is having a 110/11 kV, 25 MVA (2x12.5 MVA) substation and well laid UG distribution network with 10 numbers of unitized substations.

The work is for Operation and Maintenance under single point responsibility and shall be with modern systems and services of International Quality, integrating all functions necessary to support the daily operations to high-tech operations and maintenance smoothly, deploying competent, trained and experienced work force under a well-structured system and using modern management techniques including hardware and software support. Maintenance of Substation equipment shall be ensured as 'Life Time Care' with planned preventive maintenance schedule, procedures, self-audit and continuous improvement, precisely determining most appropriate type and level of services to fulfillment of standards, policies and objectives of Rubber Park India (P) Ltd (RPIPL).

The 110/11 kV EHT Substation, HT substations, HT and LT distribution network, street lighting and all the equipment's mentioned in the list of equipment's are to be operated and maintained on a round clock (24x7), full time on three shift basis for the specified period to an irreproachable standard. The owner expects the Contractor to take a single point and full responsibility of Operation and Maintenance of the said equipment covered by this contract.

The operation of 110/11 kV EHT Substation equipment, 11 kV/433 V Substations, HT and LT switch gear, 11 kV and 415 V distribution systems and street light systems involves deployment of right persons for operation and these persons would be responsible for the work contracted for this purpose. The scope of Operation and Maintenance contract shall include the following;

- a. Every related work for the upkeep, operation and maintenance of the equipment's at 110/11 kV Substation.
- b. Operation and maintenance of the 11 kV/433V Substations.
- c. Operation and maintenance of HT and LT distribution network, street light etc. inside Rubber Park.
- d. Operation and maintenance of street lighting system inside Rubber Park
- e. Operation and maintenance of DG set in the Substation.
- f. Preparation and submission of energy accounting related documents, various performance standards, outage information's as required by Rubber Park from time to time.
- g. Maintain check lists similar to samples attached for all maintenance activities.
- h. Effecting service connection to consumers.
- i. Any other electrical distribution related works assigned by Rubber Park from time to time.
- j. Coordination with KSEBL officials at both far end feeding substations.
- k. Daily reporting of MD & other load details, tripping details, etc. to Rubber Park officials by WhatsApp Messages/e-mails/SMS, as required.
- l. The contractor shall submit the pre-commissioning formats issued by Rubber Park for the equipment erected at the substation upon completion of the erection works.
- m. The contractor shall submit the Monthly Operating Review (MOR) for each month, in the standard formats issued by Rubber Park, within the first two days of the following month.
- n. The contractor shall submit any other reports and data on daily/weekly/monthly/yearly basis as required by the Owner/ Rubber Park India (P) Ltd (RPIPL).
- o. Employees assigned to shift duty shall not be engaged for more than 8 continuous hours. However, they may be employed again after taking a 6-hour rest break.

5.2 Objectives of Contract

The Operation and Maintenance envisages all the required tasks to ensure;

- a. Maximum system availability/ Service levels as specified in Annexure - 2.
- b. Most efficient, effective and optimum usage of electrical system.
- c. Enhance the life expectancy of equipment.
- d. Regular operation and maintenance of equipment.

- e. Compliance of all safety rules and regulations.
- f. Preventive/scheduled maintenances.
- g. Break down maintenances.
- h. Maximum service to consumers for maintaining quality power supply.
- i. Maintenance of proper records of operation and maintenance (Log book, registers, check list, preventive maintenance records etc.). Also to maintain the quality standards and requirements as followed by Rubber Park India (P) Ltd (RPIPL). Stationary required for maintenance of recodes is also included the price quoted by the contractor.
- j. Assistance to Rubber Park India (P) Ltd in effecting, disconnecting and dismantling of service connections to consumers.
- k. Assistance to Rubber Park India (P) Ltd in recording the periodical consumption of the consumers for billing.
- l. Maintaining standards of performance as stipulated by Rubber Park India (P) Ltd / KSERC.
- m. Assistance to Rubber Park India (P) Ltd in expansions and modification.
- n. Written intimation to client regarding failures to equipment, breakdown and other events without delay.

5.3 Duties and obligations of the contractor

The Owner's objective is that Contractor does not perceive this as a short term or a one-time contract but as an exercise in Asset value maximization and Asset Life Prolongation. The details about the scope of work are described below

1. The selected contractor shall carry out the operation and maintenance of 110/11kV Substation & all equipment included in the contract during the contract period. The list of equipment is attached in the tender document.
2. Operation of Substation equipment's and distribution network equipment's as per OEM recommendations and suggested maintenance practices.
3. Logging and Monitoring of required parameter values of various substation equipment's.

4. All the transformers and switch gears shall be maintained in accordance with the maintenance schedule given in the relevant code of practices of BIS.
5. Planned Preventive Maintenance (PPM) to be done as per schedules / checklists for equipment and carrying out the PPM activities as per the Schedule /Checklist. The checklist is updated based on OEM/ Rubber Park India (P) Ltd (RPIPL) recommendations. In addition to the PPM, checklists and schedules if any other aspect to be checked, maintained then the same to be included for proper performance of the system to the complete satisfaction of Rubber Park India (P) Ltd (RPIPL). The successful bidder should submit Planned Preventive maintenance schedule for each year of the contract period.
6. Submission of Completed PPM checklists/ Work details and daily, weekly and monthly reports to Rubber Park India (P) Ltd (RPIPL).
7. Logging and Monitoring of required parameter values during PPM of various equipment and maintaining the same within limits.
8. Trouble-shooting of equipment related problems by carrying out necessary rectification / replacement and putting back the equipment into operation within the stipulated time.
9. Generating spare consumption reports on a monthly basis and submitting to Rubber Park India (P) Ltd (RPIPL).
10. Periodically carrying out minor painting of Equipment/ pipe lines/Structures/platforms as and when they get damaged / peeled off as per IS standards. Materials for painting will be supplied by Rubber Park India (P) Ltd (RPIPL).
11. Reporting breakdowns /abnormalities to Rubber Park India (P) Ltd (RPIPL).
12. Maintaining minimum critical spares as per minimum stock requirement.

13. Condition Monitoring of Equipment and maintaining the parameters under control by carrying out necessary repairs / replacement.
16. The contractor shall operate, manage and maintain the system to suit the Owner's requirements for the whole of the Contract Period.
17. The Contractor shall undertake to carry out the Works in such a manner as to ensure that the system and equipment are fully functional and performing.
18. The contractor shall ensure that there is available at all times a stock of sufficient spare parts for all equipment to ensure that the Contractor is able to carry out the Works and to ensure that the system is not out of service for a period in excess of ten (10) consecutive hours in case of major breakdown and the repairs are carried out in a reasonable time.
19. The Contractor shall permit the owner to carry out inspection and review of spare parts stocks as and when required at which time the spare parts requirement will be reviewed.
20. The Contractor shall refer all operational and maintenance management issues for consideration and decision of the Owner.
21. The primary purpose of carrying out the Works is to ensure that the best standards are maintained at all times round the year for the entire contract period.
22. The contractor should maintain the service levels for normal breakdowns as per Annexure-2 of the Tender document.
23. A further purpose of carrying out the Works is to ensure that all plant and equipment to be maintained under terms of this contract are maintained to a standard that will ensure that at the end of the Contract Period all the plant and equipment should be handed over in a satisfactory working condition.

24. All parts used in maintenance and repair of the proprietary Substation system and ancillary equipment must either be manufactured by original equipment manufacturers or approved in writing for use in the equipment by original equipment manufacturers and no other parts may be used in maintenance and repair of the system and ancillary equipment. However, IS or other International Standards approved parts of non-proprietary items can be used.
25. The equipment to be operated and maintained by the Contractor is contained in the Equipment Schedule. The list given along with the tender is indicative and not exhaustive, the contractor should be prepared to carry out the maintenance of the equipment's as instructed by Rubber Park India (P) Ltd.
26. The Contractor shall operate and maintain the equipment and system daily in accordance with Original Equipment Suppliers operation and maintenance specifications or as per the relevant code of practices of BIS as a minimum requirement.
27. The Contractor shall carry out routine checks to ensure continuous and efficient operation of the equipment and system.
28. Daily Operation and Maintenance of the equipment will include routine checkup of and adjustment to the equipment preventive maintenance works and management of any breakdowns.
29. The Contractor shall responsible for maintain log books and registers in which full and detailed readings are recorded.
30. The Contractor shall be responsible for round the clock operation of the entire system and all the operation and maintenance shall be performed by suitably trained and qualified persons.
31. Clearing debris after maintenance works to be carried out by contractor.
32. Responsibility for care of the Plant shall rest with the selected contractor.

33. The contractor shall submit daily, weekly, monthly and annual reports, energy statements, outage information's etc. as required by the Rubber Park India (P) Ltd (RPIPL).
34. Any breakdown, loss of material or damage to the system as a result of negligent activity on the part of the Contractor shall be deemed to be unsatisfactory performance and must be immediately repaired to the proper condition.
35. The contractor shall bring necessary tools, tackles, Testing equipment's, all monitoring equipment and measuring equipment, for efficient operation and maintenance of entire system. The meters are to be calibrated periodically and the calibration certificates from approved agency to be submitted. The cost of calibration will be borne by Rubber Park India (P) Ltd (RPIPL). The contractor should arrange for testing and calibration. The contractor shall arrange necessary tools, testing equipment's and measuring equipment's as per the work requirement for the efficient operation and maintenance of the entire system. Rubber Park India (P) Ltd reserves the right to impose penalty if the tools/ meters/ equipment are not provided as per the requirement
36. The consumers can register complaints to O&M agency directly, which shall be attended by the O&M agency without delay. For emergency case specifically for situation where critical equipment or part of network is down, the O&M agency shall ensure that the consultation, assistance, advice and execution of work within minimum time period or as specified in standard of performance. In other cases, the complaint must be attended not later than specified in standard of performance. During annual maintenance period/ major breakdowns the selected contractor shall provide additional man power, tools, tackles etc. to manage the above in time.
37. Conducting and coordinating for the periodical inspection by Electrical inspectorate and obtaining the approvals is in Contractor's scope. Anyhow, the required statutory fees will be paid by Rubber Park India (P) Ltd (RPIPL). All the required documents and test reports are to be maintained.

38. The scope of work other than the above also mentioned anywhere in the Tender document is applicable during contract period.
39. Annual Maintenance related works to be planned in advance and to be carried out, after obtaining prior approval from Rubber Park India (P) Ltd (RPIPL) and KSEBL.
40. Relays & Meters shall be tested and calibrated by approved / authorized agencies once in a year for ensuring correctness of measurements and report to be submitted. The PET testing of the equipment in the EHT substation by approved / authorized agencies if so required by Rubber Park India (P) Ltd once in two years for ensuring healthiness and report to be submitted. The cost of repairs/ replacement, testing and calibration will be met by Rubber Park India (P) Ltd.
41. Under the Maintenance contract, the contractor shall be responsible for all regular, preventive and breakdown maintenance of all equipment's. The cost of all consumables like cotton waste, lubricating oil, fuses, charts / indicating lamps, grease, cleaning solution, safety equipment etc shall be part of the annual maintenance charges and no extra charge will be paid.
42. Normally services will have to be completed by contractor as per the work completion program notified by Owner representative. Contractor shall attend any urgent services immediately. In case of failure to attend to such services immediately, then owner representative shall have the right to deduct for the damages at an amount equal to one day's O&M charges per day of delay of the particular package until rectification and restoration of service plus the cost of the job to be completed by owner through a third party. Contractor shall be informed of the damages and the action taken accordingly. The damages claimed by owner are not subject to negotiation by contractor.
43. The Contract is for a period of 3 years.
44. The contractor should do such minor modification works/ alterations and additions in the existing system upon the request of Rubber Park India (P) Ltd (RPIPL). The materials for such work will be provided by Rubber Park India (P) Ltd (RPIPL) / the cost will be reimbursed by Rubber Park India (P) Ltd (RPIPL) on production of original

- bills for the purchase of such materials. Rate approval for the spares/materials shall be taken in advance from Engineer in Charge before procurement.
45. The Contractor shall provide the services of HT/LT cable jointers for repairs and maintenance without any extra cost to Rubber Park India (P) Ltd. The jointing kits have to be either procured by the contractor or supplied by the Owner and the cost of the jointing kits will be reimbursed on production of original bills, if the same has procured by the contractor.
 46. The minor topping up of the oil levels of transformers in the substation and distribution network are in the scope of the contractor without any extra cost to Rubber Park India (P) Ltd.
 46. Providing necessary sign boards like 'Feeder Faulty', 'Permit to work' etc. is in the contractor's scope.
 47. Contractor's personnel shall wear uniform while on duty. Uniform shall be provided by the contractor. Safety Helmet, Gloves, Safety Shoes, etc shall be provided to all O&M staffs & Engineers by the contractor. Price for the same shall be included in the tender. Safety meeting shall be conducted once in every month and attendance and Minutes of the safety meeting shall be submitted to Engineer In Charge (EIC). All employees of the contractor shall be properly trained to operate all types of fire extinguishers available in the Substation. Fire Mock Drill shall be arranged once in every six months. The proposed Station Engineer shall have sufficient experience in safety matters.
 48. The contractor shall maintain the earth pits, watering the earth pits etc. and recording earth resistance values on a periodic basis or as suggested by the owner.
 49. The contractor shall make necessary arrangements for transportation of O&M staff inside the campus, in between substations etc.
 50. The contractor is also responsible for attending complaints from the electricity consumers of Rubber Park India (P) Ltd, establishing new metered service connections

to the consumers as instructed by Rubber Park India (P) Ltd. The scope of the work also covers establishing 24 hrs reliable of the power distribution systems and any other operation and maintenance work required to be performed for the proper functioning of the substation and distribution network.

51. The contractor shall take all steps, he is bound under the statutes or otherwise, to ensure safety of the office space and sites allotted to him, the said equipment, all personnel employed by him, all materials, tools and spares and the environment.
52. The contractor shall endeavor to promote safe and healthy working habits among his personnel. All equipment's, sites and office spaces shall be kept safe, clean and tidy at all times. The contractor shall take into account any suggestion, instruction or comment made by Rubber Park India (P) Ltd (RPIPL) in this regard.
53. The contractor shall follow all instructions issued by Rubber Park India (P) Ltd (RPIPL) from time to time, with regard to the operation and maintenance of the said system.
54. The contractor shall, as and when requested by Rubber Park India (P) Ltd (RPIPL) provides support to Rubber Park India (P) Ltd (RPIPL) for undertaking expansions, modifications, up gradation etc. in the existing system.
55. The contractor shall generate records for Rubber Park India (P) Ltd (RPIPL) as per the requirements of KSEB, KSERC, CEA, CEI, BEE etc. as per the format specified by Rubber Park India (P) Ltd (RPIPL).
56. Co-ordination and providing labor support to OEM personnel for maintenance of equipment in the substation.
57. Visit to site: Before tendering, the Contractor is advised to visit and examine the place of work for familiarizing with the site conditions.

5.4. DETAILED SCOPE OF WORK

5.4.1. Operation of 110 kV Substation

- a. Routine Surveillance of 110 kV Switchyard indoor equipment's like Control & Relay Panels, Station Metering Panel, Switch Yard Control Panel, AC distribution Panels, battery, battery charger and DC distribution panels, Lighting System, NFMS system, SCADA systems (if available), Battery Energy Storage system (if available), etc. complete round the clock in three shift duty having 8Hrs duration.
- b. Routine Surveillance of 110 kV switch yard outdoor equipment's such as power Transformers, 110 kV SF6 Circuit breakers and their respective field control panels, Current Transformers, Potential Transformers, Lightning arrestors, Isolators, Busbar, etc., distribution Transformers, Ring Main Units and all HT & LT boards, etc. complete.
- c. Filling up of approved data sheets for the different indoor and outdoor equipment's of 110 kV switch yard, raising deficiency reports and communicating to main control room, Engineer- in- Charge and maintenance staff.
- d. Switching ON and Switching OFF of 110 kV SF6 Circuit Breakers, 110 kV Isolators, Changing the taps of transformers as and when required, 11 kV incoming and outgoing breakers, HT & LT Panels, Ring main Units, Yard Lights, street light etc. as and when required according to load requirements, instructions from KSEBL authorities, requirements of consumers and instructions from Rubber Park India (P) Ltd.
- e. Maintaining records of all the operations and records of loads such as voltage, current, power factor, frequency, connected load, energy consumption on hourly/daily/weekly/fortnightly/monthly/quarterly/half yearly and yearly basis.
- f. Maintaining records of maintenance. Preventive maintenance schedule to be prepared by the contractor.
- g. Recording all tripping of breakers and other events that occur in the order of sequence with the time of occurrence correctly and record them in log book.
- h. Carrying out operations correctly and accurately and recording the same in the relevant log books strictly following operating instructions given by the Engineer-in-Charge.

- i. Observing the yard and control room continuously round the clock and reporting any problem or faults to the Rubber Park India (P) Ltd which require major / minor improvements. Operator shall inspect yard , at least once in every 2 Hrs and record the status of the station in the Register.
- j. Observing all safety precautions and ensure safety to men and material and the equipment during the contract period.
- k. Attending to all emergencies which may arise during the contract period such as equipment failures, fire accidents, etc., shall get acquainted with the operations all equipment's covered under the contract.
- l. Attending to Telephone calls and issue receipt message promptly.
- m. Preparing daily reports and periodic returns in the prescribed format in duplicate and submit to the concerned Engineer-in-Charge. The Owner will supply the forms and directions if needed.
- n. Charge & responsibility for the equipment and other materials kept at the substation area.
- o. Charge & responsibility for any damages that occur due to mal-operation of equipment and shall make good the loss suffered by Rubber Park India (P) Ltd.
- p. Maintaining records of maintenance.
- q. Changing the taps of transformers as and when required.
- r. Co-ordination with operators of KSEBL Substations for efficient reliable operation of 110 kV Substation.
- s. Attending the faults and restoration of the power supply without delay.

- t. Follow permit system and maintain a permit book to facilitate system maintenance without accident / mishaps. Issue of Permit to Work (PTW) whenever is required.
- u. Observe all safety precautions and procedures.
- v. updating of interruption register, Call register, data book etc.
- w. Observe and compliance of all statutory rules and procedures including periodic inspection/ obtaining approval from electrical Inspectorate, clearing non conformities notified by Electrical Inspectorate.
- x. Dust Cleaning on all Control & Relay Panels, 11kV Switchgear Panels, AC& DC Panels, etc. during 1st Shift duty. Recoding of cell voltage of pilot cells every day in the 1st Shift duty. Keep Control room & yard neat and good. Report abnormalities, if any to Station Engineer and Engineer in charge, immediately.

5.4.2 Maintenance of 110 kV Substation

- a. Taking preventive maintenance such as maintenance of defective insulators, lightning arrestors, cables, transformers, Isolators, Breaker, 11 kV panels, LT panels, Station Transformer, CT, PT, Battery charger, Battery bank, control room wiring etc. Contractor has to maintain a check list for preventive maintenance & upkeep the system accordingly. A sample maintenance schedule and Check list is enclosed as Annexure -3. However contractor has to prepare a detailed check list covering all the required items and submit for Rubber Park India (P) Ltd approval before being implemented.
- b. All the transformers and switch gears shall be maintained in accordance with the maintenance schedule given in the relevant code of practices of BIS, CBIP Manuals and the station engineer shall keep a record thereof for the verification of Rubber Park India (P) Ltd and Inspectorate.
 - a. The periodical checking of transformer oil level in conservator once in a month.
 - b. The various connections of the transformer e.g, L.T connections neutral & body-earthing are to be checked once in a month and if found loose, are to be tightened.
 - c. Bushings are to be examined for crack and dirt deposit and are to be cleaned.
 - d. Checking of neutral earth and equipment body earth once in a year.
 - e. Insulation testing of the equipment's once in a year.

- f. Silica Gel is to be examined for color and is to be changed as and when required.
- g. To check noise/humming sound, temperature rise (over heating) and crack in bituminous compound once in a month.
- h. General cleaning of transformer to keep it free from dust and soots once in a month.
- i. Checking of specific gravity of the liquid of the battery cell and maintenance of minimum level by adding distilled water and checking of battery charger and its operation every day. Checking ampere capacity of the battery cell with cell tester once in a month.
- j. Checking of the earth resistance of the combined earth electrode (equipment and neutral separately) once in a year during Feb/March.
- k. Checking of earth leads to all equipment for its continuity after tightening all connection once in a year.
- l. Operator on duty shall inspect the yard equipment at least three times / shift duty, having eight hour duration and record status in the daily register.
- m. Temperature recording and hotspot detection using thermal image camera during peak load time and record details and made available for review by Engineer In Charge.

5.4.3 Operation and maintenance of HT and LT distribution network.

- a. Attending complaints/power failure calls from the electricity consumers of Rubber Park India (P) Ltd on 24 X 7 X 365 days basis.
- b. Establishing new metered service connections to the consumers as instructed by Rubber Park India (P) Ltd.
- c. Switching ON and OFF of any feeder as and when required for maintenance and emergency purposes.
- d. Switching ON and OFF power supply to any consumer, street light etc. as and when required.
- e. Taking preventive maintenance such as maintenance/replacement of defective insulators, cables, transformers, transformer oil, RMUs, Feeder Cubicles, Distribution Panels, Metering cubicles etc.
- f. Attending the faults and restoration of the power supply without delay.
- g. The panels shall be maintained as per standards; shut down in prescribed Performa must be taken before attending to this panel. Solid earthing must be done after making busbars dead. Permit works only issued to licensed and registered supervisor.
- h. General cleaning of the 11 kV Unitized substations, RMUs, Transformers, metering cubicles inside and outside once in six months.

- i. Greasing /oiling of the moving/sliding mechanism of VCB (Vacuum Circuit Breaker).
- j. Tightening of termination nuts /bolts/screws of cable terminations in RMU, Metering Cubicle, transformer etc. once in six months.
- k. Checking of closing and tripping mechanism of VCBs, RMUs & Testing of relays once in six months
- l. Measuring insulation of bus –section i.e. phase to phase and phase to earth once in six months.
- m. Measuring the Insulation resistance of Distribution transformers, H.T cables once in six months.
- n. To check overheating, crack in bituminous compounding once in a month.
- p. For HT & LT Panels, insulation test for phase to phase and phase to earth are to be carried out once in six months. The contractor is liable to furnish the certificate for the above.

5.4.4. Operation and maintenance of HT and LT Service connections

- 1. Switching ON and OFF of service connection of consumer as per the requirement of the consumer/ Rubber Park India (P) Ltd.
- 2. To attend any power failure/defect calls of consumers to the satisfaction of the consumers.
- 3. To maintain a record of operations and maintenance of HT/LT service connections.
- 4. To maintain additional records as required by Rubber Park India (P) Ltd required to comply with the directions of KSERC/ Inspectorate/BEE/CEA.

5.4.5. All Distribution Boards including Power D.B/Lights D.B/Fuse D.B and Metering cubicles

The general cleaning of distribution boards, metering cubicles, test terminal block of meters inside and outside for removal of dust and soot once a month. Checking of tightness of connection inside the distribution boards and metering cubicles once in a month.

5.4.6. Operation and maintenance of DG Set

Operation and Maintenance of DG Set of 15 kVA in the Substation shall be done as and when required. This includes switching ON and OFF the generator whenever power failure occurs and restored respectively. Checking of oil level, fuel level etc. changing engine oil periodically, maintaining records of generator operation in prescribed format, (log book) checking of loads

connected to avoid any over loading, checking connections to generator periodically for tightness, over heating etc., reporting abnormalities to Rubber Park India (P) Ltd.

5.5. Co-ordination with KSEBL/Inspectorate (KSEI)

Co-ordination with KSEBL/KSEI officials for all related works and giving reports to Rubber Park India (P) Ltd regarding, information from KSEBL/KSEI and Co-ordination with KSEBL/KSEI in all relevant activities.

5.6 RULES AND REGULATIONS

In all the works I E ACT 2003 & its amendments, Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023 & its amendments, Kerala State Electricity Supply Code 2014 & its amendments, KSERC (Standards of performance of distribution licensee) Regulations 2015& its amendments, all KSERC, CEA, BEE & CEI orders and directions shall be strictly followed. The safety precautions and instructions by Electrical Inspectorate/CEA shall be complied.

5.7 CONTRACTORS PERSONNEL

- a) For all intents and purposes, the Contractor shall be the “Employer” within the meaning of different Labor Legislations in respect of workers so employed and engaged in Rubber Park India (P) Ltd under this contract. The workers deployed by the Contractor in v shall not have claims of any Master and Servant relationship nor have any principal and agent relationship with or against Rubber Park India (P) Ltd.
- b) The Contractor shall be solely responsible for the redressal of grievances /resolution of disputes relating to workers engaged by them. Rubber Park India (P) Ltd shall, in no way, be responsible for settlement of such issues whatsoever.
- c) The Rubber Park India (P) Ltd shall not be responsible for any damages, losses, theft, claims, financial or other injury to any workers deployed by service providing Contractor in the course of their performing the functions / duties, or for payment towards any compensation.
- d) The workers deployed by the Contractor shall not claim nor shall be entitled to pay, perks and other facilities admissible to casual, adhoc, regular / confirmed employees during or after expiry of the contract period.

- e) In case of termination of this contract on its expiry or otherwise, the workers engaged by the Contractor shall not be entitled to and shall have no claim for any absorption nor for any relaxation for absorption in the regular / otherwise capacity in the Rubber Park India (P) Ltd.
- f) The persons to be deployed must strictly meet the requirement of the network contracted to the contractor. The suitability of the persons to carry out the work contracted shall be endorsed by the Engineer-in-charge of the Owner/Rubber Park India (P) Ltd and in case, in the opinion of the Engineer in charge, the deployed persons are found to be not suitable for the work, the contractor shall ensure immediate replacement of them. The additional persons deployed will also have the endorsement of the Engineer in Charge. Any addition or deletion in the case of Contractor's personnel in Rubber Park India (P) Ltd during the tenure of the contract should be with prior permission of Rubber Park India (P) Ltd only.
- g) The CONTRACTOR shall provide and employ at site in connection with the O&M contract only such personnel as having skill and competence in their respective field and shall have the minimum qualification stipulated by the Central Electricity Authority / Electrical Inspectorate in the State of Kerala/Kerala State Electricity Regulatory Commission and/ or Indian Electricity Act 2003 and its amendments/ CEA (Measures relating to Safety and Electric Supply) Regulations, 2023 & its amendments / Central Electricity Authority (Safety Requirements for Construction, Operation and Maintenance of Electrical Plants and Electric Lines) (Amendment) Regulations, 2022. Rubber Park India (P) Ltd shall not be held responsible for any loss or damage arising due to non-compliance with the regulations or laws stipulated by the Central Electricity Authority (CEA), Kerala State Electrical Inspectorate (KSEI), Kerala State Electricity Regulatory Commission (KSERC), State Government, or Central Government. This includes, but is not limited to, the engagement of personnel who do not meet the minimum qualification criteria as mandated by the aforementioned authorities. The Contractor shall be solely responsible for ensuring full compliance with all applicable laws and regulations and shall indemnify and hold harmless Rubber Park India (P) Ltd from and against any and all actions, proceedings, claims, demands, costs, and expenses arising from or related to any such non-compliance. Rubber Park India (P) Ltd shall also not be liable for any claims, demands, or compensation payable under any law in connection with any accident, injury, or mishap involving the Contractor's workmen or any other person engaged by the Contractor. The Contractor shall indemnify and keep indemnified Rubber Park India (P) Ltd against all such claims, damages,

compensations, proceedings, costs, charges, and expenses whatsoever, arising out of or in relation to the above.

- h) Rubber Park India (P) Ltd shall be at liberty to object to and require the CONTRACTOR to remove forthwith from the site any person employed by the CONTRACTOR who in the opinion of Rubber Park India (P) Ltd misconducts himself or is incompetent or negligent in the proper performance of his duties or whose employment is otherwise considered by Rubber Park India (P) Ltd to be undesirable and such person shall be replaced by the CONTRACTOR without delay by a competent substitute approved by Rubber Park India (P) Ltd. The CV and self-attested copies of certificates should be given for records of the employee and the same shall be approved by Rubber Park India (P) Ltd before deployment; original certificates shall be produced for verification.
- i) Any addition or deletion in the case of CONTRACTOR's personnel in Rubber Park India (P) Ltd during the tenure of the contract should be with prior permission of Rubber Park India (P) Ltd only.
- j) It shall be the duty and responsibility of the CONTRACTOR to comply with all statutory requirements with regard to the employment of his personnel. He shall be liable for payment of ESI, PF, KLWF, Insurance including insurance for third party/ public liability and all other payments as necessitated by the relevant statutes or otherwise.
- k) A copy of the Bio-data with photograph, relevant attested certificates and age proof of all the personnel after proper scrutiny shall be made available to Rubber Park India (P) Ltd for verification and its approval shall be obtained from Rubber Park India (P) Ltd before the personnel are actually posted. The officials of Rubber Park India (P) Ltd shall interview the people identified by the CONTRACTOR and their deployment shall be subject to Rubber Park India (P) Ltd's approval / acceptance of the personnel. The original documents showing age and educational qualifications shall be shown to the Rubber Park India (P) Ltd officials at the time of interview. Such decision of Rubber Park India (P) Ltd shall be final and binding upon the CONTRACTOR.
- k) The CONTRACTOR shall ensure that the personnel posted by him will not have any claim on Rubber Park India (P) Ltd by way of job, salary increase or any benefit and should

acknowledge and communicate to the personnel that they are employees of the CONTRACTOR and not of Rubber Park India (P) Ltd.

- l) Rubber Park India (P) Ltd shall have the full authority to ask for immediate replacement of any or all personnel deputed by the CONTRACTOR to the premises of Rubber Park India (P) Ltd without assigning any reason whatsoever. In such case the CONTRACTOR shall arrange replacement within 24 hours of intimation of the requirement of replacement. Any personnel found to have indulged in or apprehended that he may indulge in any activity prejudicial to the interest of Rubber Park India (P) Ltd; Rubber Park India (P) Ltd shall have the right to request the CONTRACTOR to remove him or to replace him by any other suitable person. As and when such request is made it shall be carried out by the CONTRACTOR immediately.
- m) Rubber Park India (P) Ltd shall have the right to impose penalty/fine on the CONTRACTOR for any lapses from the personnel engaged by the CONTRACTOR or demand removal of any of the technicians deployed and such personnel shall be removed and replacement provided within 24 hrs.
- n) The contractor shall pay to Rubber Park India (P) Ltd fine for any lapses on the part of contractor's personnel. The minimum fine for lapses like contractors personnel being not in proper uniform including failure to wear helmet, safety shoe, ID cards etc. will be **Rs.1000/- (Rupees one thousand only)** for every such instance. Penalty for non-compliance with the instructions of Rubber Park India (P) Ltd shall be **Rs. 2000/- (Rupees two Thousand only)** for each instance. Penalty for unauthorized absence from the place of duty shall be **Rs. 5000/- (Rupees five Thousand only)** for every such instance. The staffs employed by the CONTRACTOR shall not use any intoxicating liquor, drugs or smoke while on duty. The contractor shall remove the staffs from duty immediately when such instances are reported. The penalty levied if any shall be deducted from the monthly bills claimed by the contractor.
- o) If the contractor fails to provide the stipulated number of manpower in any day and incurs a total shortage of over 10 manpower in any calendar month, the CONTRACTOR shall be fined with **Rs.20,000/-** in addition to deduction as per the man-day rate quoted by the contractor in the tender schedule for the absence of duties.

p) The Contractor shall indemnify the Rubber Park India (P) Ltd against all actions, proceedings, claims demands, costs and expenses which may be made against the Rubber Park India (P) Ltd for or in respect of or arising out of any failure by the Contractor in the performance of his obligation under the contract document. Rubber Park India (P) Ltd shall not be liable for or in respect of any demands or compensation payable under any law in respect of any consequence of any accident or injury to any workmen or other person and the contractor shall indemnify and keep indemnified Rubber Park India (P) Ltd against all such damages and compensation against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

5.8 MINIMUM PERSONNEL TO BE ENGAGED AND ESSENTIAL QUALIFICATION & EXPERIENCE REQUIRED.

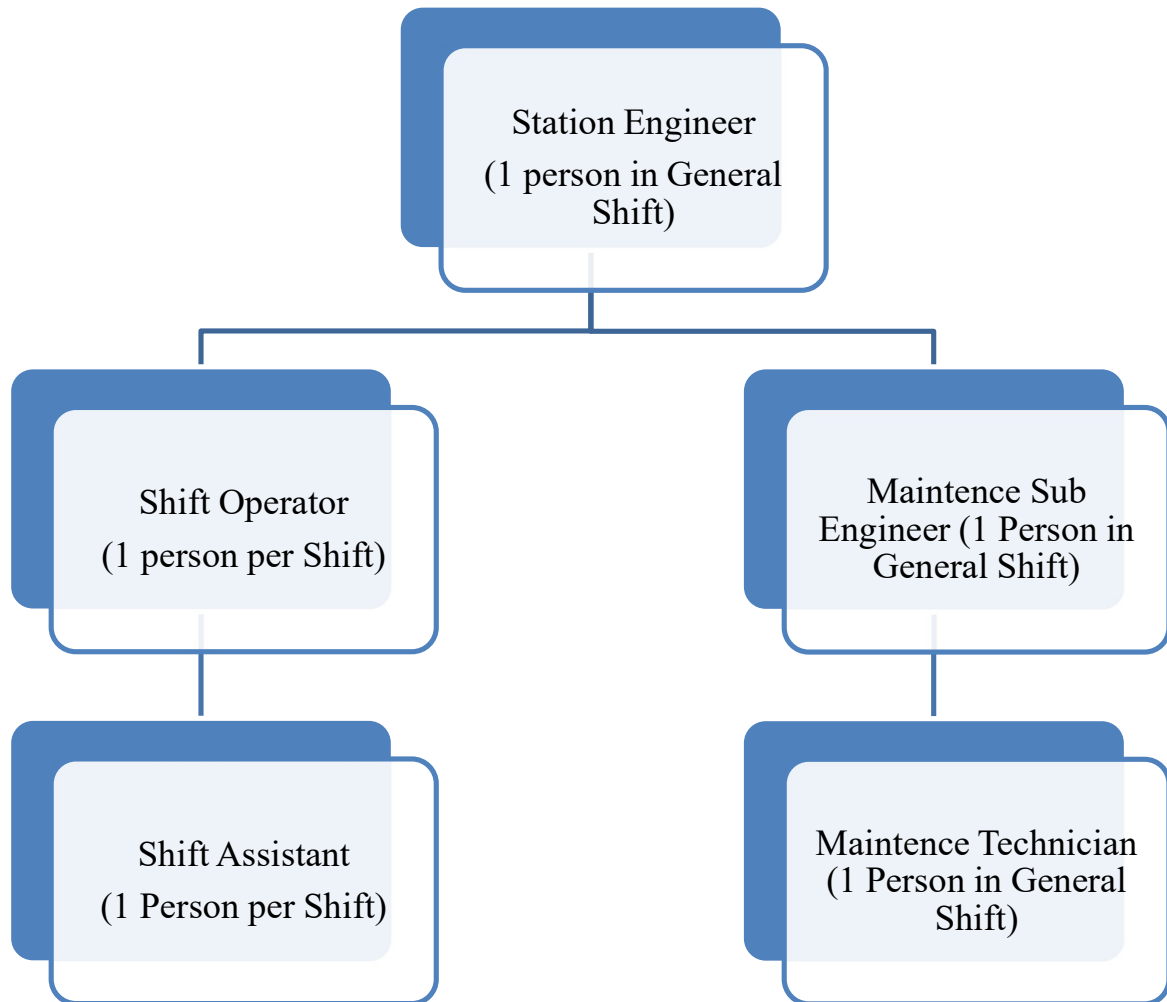
1	Station Engineer	
	Qualification & Experience	<p>Degree in Electrical Engineering/Electrical & Electronics Engineering from a recognized university with Minimum of 4 years' experience in operation and maintenance of EHT Substation</p> <p>OR</p> <p>Diploma in Electrical Engineering from an accredited Institution with Minimum of 7 years' experience in operation and maintenance of EHT Substation</p>
2	Shift Operator	
	Qualification & Experience	<p>Degree holder in Electrical Engineering / Electrical & Electronics Engineering from a recognized university with Minimum of 2 years' experience in operation and maintenance of EHT Substation</p> <p>OR</p> <p>Diploma in Electrical Engineering from an accredited Institution with Minimum of 5 years' experience in operation and maintenance of EHT Substation</p>

3	Shift Assistant	
	Qualification & Experience	ITI/ITC Certificate holder/ wireman permit holder with Minimum of 1 year experience in operation and maintenance of EHT Substation.
4	Maintenance Sub Engineer	
	Qualification & Experience	<p>Degree holder in Electrical Engineering / Electrical & Electronics Engineering from a recognized university with Minimum of two years' experience in maintenance of HT/EHT substations, HT/LT underground power distribution system</p> <p>OR</p> <p>Diploma holder in Electrical Engineering from a recognized university with four years' experience in maintenance of HT/EHT substations, HT/LT overhead/ underground power distribution system.</p>
5	Maintenance Technician	
	Qualification & Experience	ITI/ITC Certificate holder in Electrical trade with 1 year experience in maintenance of HT/EHT substations and 11 kV/LT Under Ground power distribution system

5.9 GENERAL TERMS FOR SHIFT OPERATION AND MAINTENANCE

- a. There shall be one operator and one shift assistant in all shifts.
- b. The contractor shall ensure that all personnel assigned to shift duties strictly adhere to the designated shift timings.
- c. The Station Engineer, Maintenance Sub Engineer and Maintenance technician shall be in General shift **(8.30 am to 5.30 pm)** normally from Monday to Saturday, but shall be available in case of an emergency on all days including holidays. The Station Engineer shall be overall in-charge of operation & maintenance of substation and distribution network and the contractor need to mobilize more people in case of emergencies, if required.
- c. The contractor shall provide the manpower regularly as stipulated above on request of Rubber Park India (P) Ltd (RPIPL).
- d. Additional labour shall be supplied as and when required with the prior permission of Rubber Park India (P) Ltd (RPIPL).
- e. The bill for additional labour engaged (with prior approval of Rubber Park India (P) Ltd) to be submitted along with the monthly main bill.
- f. The contractor / staff should display the name of persons engaged for shift duty on the Board in each shift.
- g. It is understood that the service activities are to be performed with utmost diligence and expediency so as to minimize plant or equipment down time. To achieve this, Contractor shall maintain the adequate level of staff with the adequate qualification having experience and good competence at site at all times.
- h. Rubber Park India (P) Ltd have the right to remove personnel from service who are not having adequate qualification or are found incompetent.
- i. The manpower and other resources of the contractor under this contract should be used exclusively for Rubber Park India (P) Ltd.
- j. Health and Safety at Work: The Contractors shall follow and ensure that the guidelines given on health and safety at work are complied with during the execution of work.

5.10 Organization Structure of Contractor's Personnel



5.11 Shift Timing

The contractor's staff should strictly follow the following shift timings.

First Shift	Second Shift	Third Shift	General Duty (Monday-Saturday)
6:00 AM to 2:00 PM	2:00 PM to 10:00 PM	10:00 PM to 6:00 AM	8.30 AM to 5.30 PM

5.12 Spares, Tools and testing equipment

The contractor shall maintain tools & testing equipment's as required. The contractor shall furnish a list of required spares in advance so that adequate stock could be purchased by the Rubber Park India (P) Ltd. Rubber Park India (P) Ltd shall procure and supply to the contractor spares required for the maintenance activity. The contractor shall store, keep accounts of, protect, codify etc. of all such spares within the period of the O&M Contract, whenever spares get utilized, Contractor shall inform the owner well in advance enabling the owner to replenish the used stocks immediately, except in exceptional cases, the time period will be fixed in prior consultation with Rubber Park India (P) Ltd. The contractor shall furnish a statement for utilization and requisition of spares in every month or as and when required by Rubber Park India (P) Ltd in the format recommended by Rubber Park India (P) Ltd. The safety of spares and materials provided by Rubber Park India (P) Ltd shall be ensured by the contractor. The contractor shall strictly monitor the usage and stock details of fuel for gensets and the same shall be submitted to Rubber Park India (P) Ltd as and when required. . The contractor shall see that the system does not hang for want of spares under any circumstances.

5.13 WORKING HOURS

- a. The premises are subject to continuous occupation of all the 24 hours of a day, and the services are to be available round the clock. Contractor will have to work after normal working hours and on Sundays / Holidays to fulfill its obligation of services. Overtime wages if any for such work shall be to Contractor's account and deemed to have been included in the rates Quoted. Hartal/ any other holidays declared by authorities shall not be applicable to the contractor, which will not be considered as a reason for disruption in work. National holidays will be applicable. Second Saturdays and other regional holidays will not be applicable to the Contractor. Other state holidays will be as per the discretion of Rubber Park India (P) Ltd. The O&M service should be available for 24 X 7 X 365 days without any interruption.
- b. Persons working on shift basis shall follow the monthly shift schedule to be prepared by Contractor and approved by Rubber Park India (P) Ltd. Contractor shall arrange to provide at their cost relievers for its Shift Personnel. The contractor shall submit the shift schedule

5 days in advance for the forthcoming month. Changes in the approved shift schedule shall only be made with the concurrence of Rubber Park India (P) Ltd.

- c. Contractor is required to maintain an emergency standby team capable of handling any crisis which may arise. Further, Contractor is responsible and bound to provide coverage for 24 hours a day throughout the contract period to attend to any work of the services with full mobilization as required at site and as and when directed by Rubber Park India (P) Ltd's representative(s) without any extra cost to Rubber Park India (P) Ltd. Contractor at no extra cost to Rubber Park India (P) Ltd shall make such adjustment as necessary to the working arrangement at each location of the premises to meet such exigencies as may be directed by Rubber Park India (P) Ltd.

5.14 CONDITIONS OF PERFORMANCE CONTRACTOR CONFIRMS AND ASSURES THAT:

- a. Contractor has the requisite skilled and qualified personnel to perform the services.
- b. Contractor has inspected the premises and is familiar with the conditions related to performance of the services.
- c. Contractor shall at all times ensure that the services are being carried out in the most expeditious efficient manner consistent with the best interests of Rubber Park India (P) Ltd, and in good and professional manner and in accordance with sound industry practice.
- d. Contractor shall perform and provide the services in accordance with provisions of this Contract and shall exercise all reasonable skill, care diligence and judgment in performance of the services.
- e. Contractor shall provide procedures for Rubber Park India (P) Ltd approval in accordance which shall be based upon good engineering practice in order to maintain the equipment at a high level of efficiency and to provide safe working conditions. If any question arises between Contractor and Rubber Park India (P) Ltd regarding particular work procedure followed or proposed to be followed by Contractor, Contractor must justify to Rubber Park India (P) Ltd the soundness of such procedure and shall obtain Rubber Park India (P) Ltd's written approval before the same may be affected. Provision or otherwise of such approval shall not relieve Contractor of any of its obligations under this Contract.

- f. Contractor shall notify Rubber Park India (P) Ltd as soon as Contractor knows of any difficulty in performing the services. If, at any time during the performance of the services, Contractor's actual progress is inadequate to meet the requirements of the Contract, Rubber Park India (P) Ltd may so notify Contractor who shall thereupon take such steps as may be necessary to improve its the performance. If Contractor does not improve the performance to meet the approved and accepted schedule, v may require an increase in overtime working hours, an increase in the number of Manpower and Equipment, Plant, tools etc. all without any additional payment by Rubber Park India (P) Ltd to Contractor.
- g. In the event that Contractor fails to progress the services in accordance with the accepted Schedule of work and thereby incurs Rubber Park India (P) Ltd in additional cost and / or expense through the re-organization and / or re-scheduling of dependant third party claims in consequence thereof, then to the extent that Contractor is at fault, Contractor shall reimburse all such direct and verifiable costs and expenses to Rubber Park India (P) Ltd and Rubber Park India (P) Ltd may deduct such sums from the value of any invoice submitted by Contractor or from any sums due or owing or which may become due or owing to Contractor.
- h. The Contractor should note that unless otherwise stated the tender is on lump sum rate basis and his attention is drawn to the fact that rates for each and every lump sum should be correct, workable and self-supporting.
- i. The successful tenderer is bound to carry out any related and connected work necessary for proper performance of the job even though such work(s) is or are not specifically mentioned or included in the item of work. No claim in this respect shall be entertained unless considered beyond the scope of the agreement by Rubber Park India (P) Ltd whose decision is binding on the Contractor.
- j. The successful tenderer must note that all performance of the job shall be strictly in accordance with the requirements and fulfillments of the local/public authorities, statutory approvals and to the requirements of Rubber Park India (P) Ltd and no deviation on any account will be permitted.
- k. Supply of water and electricity required for performance of operation and maintenance services shall be made available free of charge by Rubber Park India (P) Ltd. However, the successful tenderer shall bear all costs of extending supplies from the source for

maintenance purposes to place of work, maintaining the supplies, etc. as required, within the quoted rates.

- l. The successful tenderer/Contractor shall mobilize all men and materials required for timely performance of the O&M involving various activities within 7 days before contract commencement date. The contractor before taking charge shall study the installation thoroughly by coordinating with the existing contractor. The contractor shall takeover all equipment and recodes from the previous contractor in the presence of Engineer in Charge and keep in safe custody. Similarly, the contractor shall handover all equipment & documents to the next contractor in the presence of Engineer in Charge. Any abnormalities shall be reported immediately to Engineer in Charge.
- m. The contractor shall coordinate with agencies like KSEI (Kerala State Electrical Inspectorate), KSEBL etc. for inspections, meter reading etc. and abide by the statutory regulations set forth from time to time.
- n. The contractor shall cooperate and give necessary assistance for issue clearance, permit to work for agencies to carry out work inside Rubber Park campus. The contractor shall obtain permit from authorities concerned before performing work on any live lines / equipment.
- o. The e-waste generated by the contractor shall be handled and disposed of complying with relevant statutes.
- p. Penalty will be imposed on the contractor as assessed by the committee of Rubber Park India (P) Ltd for any losses/ damages suffered by Rubber Park India (P) Ltd or due to any act/ negligence/ non performance of the contractor's staff.
- q. The contractor shall provide necessary equipment and tools as per the work requirement.
- r. The contractor should adhere to the service levels given in Annexure-2 or as specified by Rubber Park India (P) Ltd / KSERC from time to time.
- s. If the contractor employee's reluctance to use uniform, safety shoes and ID cards on duty time, Rubber Park India (P) Ltd will impose fine and the same will be deducted from the monthly bill of the contractor.
- t. If the contractor fails to execute the works as directed by Rubber Park India (P) Ltd within the stipulated time, then Rubber Park India (P) Ltd reserves the right to execute the works at the risk and cost of the contractor.

Section - 6

FORMATS FOR QUALIFICATION

(Duly filled and upload the signed and stamped opies in line with the e-Procurement system of
Govt. of Kerala)

6.1 DETAILS OF THE BIDDER

<i>(TO BE SUBMITTED IN THE LETTER HEAD OF THE BIDDER)</i>		
Name of Work:		
Tender No:		
1. Details of the Bidder		
1.1	Name of the Firm/Bidder	
1.2	Address	
	Tel. No. (O) & Mob. No	
	Fax No.	
	E mail	
1.3	Nature of Firm (Note:- 1. Tick whichever is applicable. 2. Attach certified documentary proof)	Proprietary Partnership Company (Private Limited) Company (Public Limited)
1.4	Details of proprietor/ partners/ Directors.	
1.5	Name of the responsible contact person:	
Tel No. (O)		
Mobile No.		
1.6	Date & No of Registration of Firm/company (Attach documentary proof)	
1.7	Permanent Account Number (Attach documentary proof)	
1.9	GST registration Number (Attach documentary proof)	

1.10	Electrical Contractor A grade license Number (Attach documentary proof)	
1.11	Name of Bankers with address and telephone nos., IFSE Code ,and Account No.	

Signature of the Bidder

6.2 ORGANISATION STRUCTURE OF THE FIRM

A. Technical Chief of the Organization :

- a. Name :
- b. Designation :
- c. Address :
- d. Telephone :
- e. Email :
- f. Mobile :
- g. Qualification :
- h. Age :
- i. Experience :

B. List of personnel to be provided in the O&M work with qualification and experience in the following format.

S/N	Name	Age	Proposed Designation*	Educational Qualification	Technical Qualification	Relevant Experience (No. of yrs)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

* Details may be furnished in separate sheet in the same format if required.

Signature and Seal of Bidder

6.3 DETAILS OF O&M CONTRACTS CARRIED DURING THE LAST 3 YEARS
(meeting the prequalification criteria)

- A.** Details of the completed major O&M contracts in the last 3 years furnish in the following Format.

Project Name	Name of the Client	Description of work	Contract No.	Value of Contract (Rs)	Date of Work Order	Stipulated period of completion

- B.** Details of ongoing O&M contracts furnish in the following Format.

Project Name	Name of Client	Description of Work	Contract No.	Value of Contract	Date of Work Order	Stipulated period of completion	% progress achieved	Remarks

- C. Furnish the information on works for which bids have been submitted and are yet to be completed as on date of this bid in the following Formats.

i. **INFORMATION ON WORKS WITH EXISTING COMMITMENTS**

Description of Work	Place & State	Name & Address of Client	Value of Contract	Stipulated period of completion	Remarks

ii. **TENDERS SUBMITTED BUT PENDING FINALISATION**

Description of Work	Place & State	Estimated value of works	Stipulated period of completion	Date when decision is expected	Remarks

- D.** Furnish the details of machinery, tools and equipment owned by the contractor in the following format.

Name of Equipment	Nos	Capacity/Size	Age/Condition

Signature and Seal of Bidder

6.4 FINANCIAL INFORMATION

- A. Furnish the turnover for the last 3 years in the following format (Enclose Copies of Audited balance sheet and P & L statement).

S/N	Year	Turnover (Rs. in lakhs)	Remarks
1	2021-22		
2	2022-23		
3	2023-24		

- B. Whether any legal cases are pending against the firm for the last five years, please furnish the details in the following format.

S/N	Organization against whom the litigation is involved	Brief details of dispute	Amounts involved (Rs)	Present Status	Remarks

Signature and Seal of Bidder

Section - 7

BID FORM AND OTHER FORMS

(Duly filled and upload the scanned copies in line with the e-Procurement system of
Govt. of Kerala)

FORM-1

FORM OF BID

Note: Bidders are required to furnish this form in stamp paper (Rs 200/-) filling all the blank spaces.

To Date:

The Managing Director, Rubber Park India (P) Ltd., 2A, “ Kautileeyam” Valayanchirangara P.O
Ernakulam,

Pin : 683 556

.

Dear Sir,

Sub: Tender for the at Rubber Park, Irapuram

Ref: Tender No., dated

I/We have read and examined the notice inviting tender, General Conditions, Special Conditions, Technical Specifications and the Drawings included in or referred to in the Tender Documents, the receipt of which is hereby duly acknowledged, I/We, the undersigned, offer to supply and deliver goods and services including installation and commissioning as detailed in the work schedule, in conformity with the technical specifications and drawings and the terms and conditions as mentioned in or referred to in the said tender documents for the sum as quoted in the Priced part or such other sums as may be ascertained in accordance with the work schedule attached herewith and made part of this bid and the said conditions.

My/Our acceptance to all the conditions of the tender document in this bid form shall persist over any other terms and conditions, deviations, if any, given in my/our bid.

I/We undertake, if my/our bid is accepted, to commence and complete delivery of all the goods and services including supply and installations and commissioning as specified in the tender document, from the date of receipt of your Work Order.

If my/our bid is accepted, I/We will obtain the bank guarantees as per the terms and conditions for the due performance of the contract.

I/We agree to abide by this bid for the period of 120 days from the date fixed for bid opening and it shall remain binding upon me/us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your Letter of Intent shall constitute a binding contract between me/us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of Corruption Act 1988”.

I/We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this.....day of 2025

(Signature of Bidder)

For and on behalf of

FORM 2
ACCEPTANCE LETTER

Note: Bidders are required to furnish this form filling all the blank spaces.

To

The Managing Director,
Rubber Park India (P) Ltd.,
2A, “ Kautileeyam”
Valayanchirangara P.O
Ernakulam,
Pin : 683 556

Dear sir,

I/We hereby unconditionally accept the tender terms and conditions in its entirety
for Tender No, dated: for the
.....
.....at Rubber Park, Irapuram.

I/We also confirm that payment of EMD, Tender Fee has been **remitted through
online payment mechanism for e -procurement system** of Govt. of Kerala
www.etenders.kerala.gov.in.

Date:

**SIGNATURE OF THE BIDDER
WITH RUBBER STAMP**

FORM 3

DECLARATION FORM

Note: Bidders are required to furnish this form filling all the blank spaces.

To

The Managing Director,
Rubber Park India (P) Ltd.,
2A, “ Kautileeyam”
Valayanchirangara P.O
Ernakulam,
Pin : 683 556

DECLARATION

I/We hereby declare that I/We read and understood that Terms & Conditions of contract, Technical Specifications, Drawings, Schedule of Requirements etc for the tender No., for the
.....(Name of work) and hereby agree to abide by them. In token of I/We also understand that otherwise this tender is liable to be rejected.

I/We hereby confirm that only the relevant entries asked for, have been made within the Tender documents issued to us. I/We also confirm that in the event of any entry in this tender document, other than the relevant entry, shall make this tender invalid.

I/We hereby confirm that I/We am/are authorised to sign on behalf of the bidder.

Date:

**SIGNATURE OF THE BIDDER
WITH RUBBER STAMP**

FORM 4

PROFORMA OF PRELIMINARY AGREEMENT

(To be executed on non-judicial stamp paper of value Rs. 200/- and submitted along with tender).

Preliminary Agreement entered into on this day of
2025 between **Managing Director**, Rubber Park India (P) Ltd. 2A “Kautileeyam”
Rubber Park, Valayanchirangara P. O, Ernakulam, Kerala, Pin : 683 556 of the one part
and M/s., office at,Dist.
..... (state) Pin., represented by its, Shri. ...
..... son of Shri. aged residing at
..... (hereinafter called “
the Contractor”) of the other part for the execution of the agreement as well as for the
execution of work.

WHEREAS the Rubber Park India (P) Ltd. Invited tenders for the work of
..... by notification No. ...
... dated ... in the
.....

AND WHEREAS the notice inviting tenders state as follows:

Before commencing work or within 10 days after the date when acceptance of the tender has been intimated to him the tenderer shall deposit a sum of 10 percent of the probable value of contract shall be treated as performance guarantee for the proper fulfillment of the same and shall execute an agreement for the form given in the annexure. If he fails the earnest money deposit shall be forfeited to the Rubber Park India (P) Ltd. And fresh tenders to pay the requisite deposit, sign contract or take possession of the work the same will be recovered from him, but should it be saving to the Rubber Park India (P) Ltd., the original contractor shall have no claim whatsoever to the difference.

NOW THEREFORE THESE PRESENTS WITNESS AND it is mutually agreed as Follows:

The terms and conditions for the said contract having been stipulated in the said tender form to which the contractor has agreed, a copy of which is hereto appended which forms part of this agreement, it is agreed that the terms and conditions stipulated therein shall bind the parties to this agreement except to the extent to which they are modified or altered by express terms and conditions herein agreed to and in which respect the express provisions herein shall supersede those of the said tender form.

The contractor hereby agrees and undertake to perform and fulfill all the operations and obligations connected with the execution of the said contract work viz.

.....
(Here enter the name if the work is awarded in favour of the Contractor.)

If the contractor does not come forward to execute the original agreement within 10 days after letter of award is issued in his favour or commits breach of any of the conditions of the contract as stipulated in the notice inviting tenders as quoted above with in the period stipulated, then the Rubber Park India (P) Ltd. May rearrange the work otherwise at the risk and cost of the contractor and the loss so sustained by the Rubber Park India (P) Ltd. can be realised from the contractor as per the prevailing rules as assessed quantified and fixed by the Engineer considering the prevailing market rates and after giving due notice to the Contractor. The decisions taken by such authority, officer or officers shall be final conclusive and shall be binding on the contractor.

The contractor further agrees that any amount found due to the Rubber Park India (P) Ltd. under or by virtue of this agreement shall be recoverable from the contractor from his EMD and his properties movable and immovable as per the prevailing rules or in any other manner as the Rubber Park India (P) Ltd. may deem fit in this regard.
It witness whereof the parties have executed these presents in the day and the year first above written.

Signed and Delivered for and
On behalf of Owner .

Signed and Delivered for and
On behalf of Contractors.

(Rubber Park India (P) Ltd.)

IN PRESENCE OF TWO WITNESSES

1. _____
1. _____

2. _____
2. _____

FORM 5

UNDERTAKING FOR NOT BLACK LISTED

We, **[Name of the Bidder/Company]**, hereby undertake and confirm the following:

1. **We have not been blacklisted** by any State Government, Central Government, Autonomous Bodies, or Public Sector Organizations in India or abroad.
2. **We have no uncleared dues, financial or contractual liabilities** with **Rubber Park India (P) Ltd** as of the date of this undertaking.

We understand that this declaration forms an integral part of our bid submission for the tender **[insert tender name/reference number]** and any misrepresentation or false information will lead to the rejection of our bid and other actions as deemed fit by Rubber Park India (P) Ltd.

Date:

**SIGNATURE OF THE BIDDER
WITH RUBBER STAMP**

Section - 8
ANNEXURE

Annexure-1

Tentative Details of Equipment's

SL No.	Equipment Details	Quantity
1	3 Pole 110 kV 1250 A Gang operated Switch of horizontal double break design without earth switch make: GR Power switch gear	2 Nos.
2	3 Pole 110 kV 1250 A Gang operated Switch of horizontal double break design with earth switch make: GR Power switch gear	4 Nos.
3	Outdoor Zinc Oxide Gapless type 50 Hz 96 kV 10 kA lightning arrestors of energy class III with surge counter and milli ammeter with accessories make: OBLUM Electrical Industries Pvt. Ltd.	5 Nos.
4	Outdoor Metal Oxide Gapless type 50 Hz 96 kV 10 kA lightning arrestors of energy class III with surge counter and milli ammeter with accessories make: Elektrolites (Power) Pvt. Ltd.	1 Nos.
4	Outdoor Zinc Oxide Gapless type 50 Hz 96 kV 10 kA lightning arrestors of energy class III with surge counter and milli ammeter with accessories make: Elpro international Ltd.	7 Nos.
5	Outdoor type 110/√3 kV/110/√3 V Potential Transformer 150 VA 2 core class 0.5 and 3P Make: TELK	8 Nos.
6	Outdoor type 110/√3 kV/110/√3 V Inductive Voltage Transformer 50 VA single core class 0.2 and 3P Make: Crompton Greaves	7 Nos.
7	Outdoor type 100-50/1 A Current transformer with 30 VA 3 core class 0.5, 5P and PS. make: TELK	11 Nos.
8	Outdoor type 75/1 A Current transformer with 15 VA 3 core class 0.2s, make: Crompton Greaves	7 Nos.
9	Outdoor type 145 kV class 1250 A 3 pole gang operated spring type SF6 circuit breaker filled with SF6 gas. Make: ABB	1 Nos.
10	Outdoor type 145 kV class 1250 A 3 pole gang operated spring type SF6 circuit breaker filled with SF6 gas. Make: ALSTOM	1 Nos.
11	Dust and vermin proof floor mounting 110 V battery charger with voltmeters ammeters, relays and indicating lamps etc. Make: Amara Raja	1 No.
12	Lead Acid type batteries	55 nos.
13	Power Transformer 110/11 kV, 12.5 MVA, DYN11, ONAN/ONAF, TELK make	2 Nos.
14	Transformer Control and relay Panels	2 Nos.

15	OLTC and transformer cooler control cubicle	2 Nos.
16	11 kV control cum Relay panel including 11 kV SF6 Circuit Breaker, Current Transformers, 11 kV Busbar, Relays and Control Switches. make: ABB	6 Nos.
17	11 kV control cum Relay panel including 11 kV Vaccum Circuit Breaker, Current Transformers, 11 kV Busbar, Relays and Control Switches. make: ABB	5 Nos.
18	LT panels with Breakers, MCCBs, MCBs, Change over scheme, DBs, BUSBAR, UG cables, DBs, lighting, earthing, inverters etc. and all auxiliaries of the 110 KV substation.	1 set
19	KIRLOSKER make RV2 PGFE, 15 kVA (13.7/18.7 kW/hp), 1500 rpm DIN 6270 B DG set	1 No.
20	Outdoor type 250 kVA, 11/0.433 kV, 50 Hz ONAN distribution transformer, Make:KEL	5 Nos.
21	Outdoor type 500 kVA, 11/0.433 kV, 50 Hz ONAN distribution transformer, Make:KEL	4 Nos.
22	Outdoor type 800 kVA, 11/0.433 kV, 50 Hz ONAN distribution transformer, Make: Intrans.	1Nos.
23	11 kV Ring Main Units	43 Nos.
24	11kV HT metering cubicle including end terminations, metering PT and CT, ToD meter and test terminal block etc.	27 Nos.
25	Yard Lighting of substation	4 Nos.
26	High Mast Light	1 No.
27	Street Light	203 Nos.
28	Mini Mast	1 No.
29	Battery Energy Storage System	1 Set
30	Solar Power Plant	1 Set
31	National Feeder Monitoring System and allied equipment	1 Set

Annexure – 2

SERVICE LEVELS

The O&M agency should Restore the Supply within the time frame scheduled below.

Normal Fuse failure / tripping	:	20 minutes
Line breakdowns	:	12 hours
Distribution transformer failure	:	24 hours
Cable fault	:	12 hours
Scheduled Outages	:	Not to exceed 10 hours (shall be notified to Rubber Park at least 14 days in advance). Supply restoration by 6.00 pm on any day
Inspection, checking the correctness of meter and rectification of defects relating to meter	:	within 12 hours from the date of receipt of complaint
Replacement of defective meters	:	within 24 hours from the date of detection of defect
Reconnection of supply following disconnection	:	Within 1 hours from the time of compliance

All service levels shall be as per Kerala State Electricity Regulatory Commission (Standards of performance of distribution licensees) Regulations 2015 and its amendments.

Annexure-3

110/11 kV Substation Tentative Annual Maintenance Schedule

Sl. No.	Activity	Remarks
CURRENT TRANSFORMER		
1	Clean the Porcelain	
2	Measure the insulation resistance	
3	Check for flash over marks, Cracks & Chipping of the insulators	
4	Check connection for tightness	
5	Check earthing connections for tightness	
6	Check for oil level and any oil leaking	
7	Check secondary connections for tightness	
POTENTIAL TRANSFORMER		
1	Check and clean connections for earthing link	
2	Measure the insulation resistance	
3	Check for flash over marks, Cracks & Chipping of the insulators	
4	Check connection for tightness	
5	Check earthing connections for tightness	
6	Check for oil level and any oil leaking	
7	Check secondary connections for tightness	
LINE ISOLATOR/BUS ISOLATOR		
1	Check the foundation bolts for tightness	
2	Check for mechanism alignment	

	CONTROL PANEL	
1	Check operation of all trip circuits	
2	Check operation of all supervision relays	
3	Check all alarms to annunciator, check operation of annunciator push button	
4	Check operation of all interlocking schemes	
	BUS BAR	
1	Check tightness of all connections and clamps	
2	Check all disc/support insulators for flash and cracks and clean the insulator	
	Station Earthing	
1	Check earth resistance and record the same	
Date of execution of work		
Signature of Station Engineer		

Sl. No.	Activity	Transformer No.I	Transformer No.II
	TANK RADIATORS, CONSERVATOR & PIPING		
1	Thoroughly clean all parts		
2	Check foundation for crack, settling etc.		
3	Check the rail stops		
4	Tighten the loose vibrating parts to stop excessive vibrations		
5	Check tightness of cover bolts		
6	Lubricate and operate the cut off (butterfly) valves in the oil circuit between radiators and main tank		
7	Check oil in OTI and WTI pockets		
	BUSHINGS		

	Check IR value of transformer		
	Inspect the condition of primary connectors of bushings and tighten properly		
	Check the oil levels in the bushings		
11	Test and record BDV values of oil		
12	Check operations of Buchholz relay		
13	Check that the drive mechanism base is fixed firmly on the transformer body		
14	Check that the motor drive housing is fixed firmly and properly		
15	Check insulation condition of wires		
16	Check the direction of rotation of motors		
17	Operate and check all taps by raising & lowering		
18	Check that the tap positions indicated in (I) diverter switch plate (ii) in the mechanism box & (iii) in the RTCC panel are same		
19	Check the correct operation of upper and lower limit switch		
20	Check vibration of motor while working		
	Current Transformer		
1	Check and tighten CT shorting links		
	Clean the Porcelain		
	Measure the insulation resistance		
	Check for flash over marks, Cracks & Chipping of the insulators		
	Check connection for tightness		
	Check earthing connections for tightness		

	Check for oil level and any oil leaking		
	Check secondary connections for tightness		
	POTENTIAL TRANSFORMER		
	Check terminal connections for tightness		
	Clean porcelain		
	Measure the insulation resistance		
	Check for flash over marks, Cracks & Chipping of the insulators		
	Check connection for tightness		
	Check earthing connections for tightness		
	Check for oil level and any oil leaking		
	Check secondary connections for tightness		
	SF6 CB		
3	Check manual operation while tripping and closing		
4	Check and clean auxiliary switch contacts		
5	Check the connection on terminal strip and on switches / coils for smooth operation		
6	Measure the insulation resistance		
7	Check the spring charging motor and spring winding gearing lubricate motor bearing and gears if required		
	Earthing		
1	Check earth resistance and record the same		

	110 kV ISOLATOR		
	Clean the isolator with dry cloth		
	Check the terminal connections for tightness		
	Check the bolts and nuts for proper tightness		
	Examine the auxiliary contacts, clean with CTC		
	Check the terminal pads for de coloration. If found changed clean with CTC and apply fresh coat of petroleum jelly		
	Measure the insulation resistance		
	Lightening Arrestor		
	Clean the Porcelain		
	Check for flash over marks, Cracks & Chipping of the insulators		
	Check connection for tightness		
	Check earthing connections for tightness		
	Clean the surge arrestor counters and its insulators		
	Check connections for tightness from LA to surge counter and counter to earth		
	Confirm that the leakage current readings are within limit		
	11 kV/433 V Distribution Transformer		
	Clean the bushings with dry cloth, transformer cover, body conservator piping etc.		

	Examine the bushings for surface cracks		
	Check for oil leakage and oil level		
	Check the main connections carefully for any indications for overheating		
	Check and tighten up the bushing fixing nuts wherever necessary		
	Check oil level and top up tested oil, if necessary (quantity of oil topped up should be recorded)		
	Tighten up the joints to stop leakage of oil wherever possible & necessary		
	Apply special oil sealant to stop the leakage wherever practicable.		
	Check the transformer neutral CT connection for tightness.		
	Check transformer earth connections for tightness		
	Lubricate transformer wheels		
	Clean rusty parts & paint		
	Clean the radiators		
	Take & record the IR value after isolating the transformer from other connections		
	Record, oil temp, winding temp at the time of test		
	CONTROL PANEL		
	Check operation of all trip circuits		
	Check operation of all supervision relays		
	Check all alarms to annunciator, check operation of annunciator push button		

	Check operation of all interlocking schemes		
	Check the smooth operation of the switches, contactors etc.		
	BUS BAR		
	Check tightness of all connections and clamps		
	Check all disc/support insulators for flash and cracks and clean the insulator		
	11 kV CIRCUIT BREAKER		
	Clean the insulators with suitable cleaner		
	Check IR value in ON and OFF positions between contacts in off position.		
	Check and tighten wiring connection at terminal points. Inspect wiring for open circuit, short circuit and damaged insulation.		
	Check for tightness of CT and PT connections, proper insulation and proper geometry		
	Lubricate all rotating and sliding parts		
	Check the ON/OFF, spring charged/ discharged indicators		

Annexure-3 A

110/11 kV SUBSTATION SAMPLE QUARTERLY MAINTENANCE SHEDULE

Sl. No.	Activity	JAN - MAR	APR - JUN	JLY - SEP	OCT - DEC
	LIGHTNING ARRESTORS				
1	Clean the Porcelain				
2	Check for flash over marks, Cracks & Chipping of the insulators				
3	Check connection for tightness				
4	Check earthing connections for tightness				
5	Clean the surge arrestor counters and its insulators				
6	Check connections for tightness from LA to surge counter				
7	Confirm that the leakage current readings are with in limit				
	CURRENT TRANSFORMER				
1	Clean the Porcelain				
2	Check for flash over marks, Cracks & Chipping of the insulators				
3	Check connection for tightness				
4	Check earthing connections for tightness				
5	Check for any oil leaking				
6	Check for oil level				
7	Check secondary connections for tightness				
8	Check the explosion vent diaphragm				

9	Check and tighten CT shorting links and connections				
10	Check secondary terminal box for any oil leaking and confirm virmin proof				
	POTENTIAL TRANSFORMER				
1	Check terminal connections for tightness				
2	Check oil level				
3	Clean porcelain				
4	Check for flash over marks, Cracks & Chipping of the insulators				
5	Check for any oil leaking				
6	Check and ensure proper functioning of fuses				
	LINE ISOLATOR				
1	Clean the isolator with dry cloth				
2	Check for flash over marks, Cracks & Chipping of the insulators				
3	Check the terminal connections for tightness				
4	Check the terminal pads for de colouration. If found changed clean with CTC and apply fresh coat of petroleum jelly				
5	Check the fixed and moving contacts and apply fresh coat of petroleum jelly				
6	Check the ground connections for tightness				
7	Check the foundation bolts for tightness				

8	Lubricate the mechanism				
9	Check the bolts and nuts for proper tightness				
10	Examine the auxiliary contacts, clean with CTC				
11	Examine the wiring for tightness along with condition of fuses and tight if necessary				
12	Check for the free movement of the contactors and switches etc. clean with CTC if found struck up				
13	Check mechanism box for water tightness and replace gaskets if found required				
	110 kV CIRCUIT BREAKER				
2	clean the open porcelain and check for cracks, chipping outs, flash over marks stc. Repair if necessary				
5	Check the top terminal pad for discoloration & tightness.				
	Check free movement of contactors, switches etc. Clean/spray with CRC, if found stuck up.				
6	Check the tightness of connectors.				
7	Check the bottom terminal pad for looseness and tighten, if required				
8	Check ON/OFF indicator for correct position				
9	Check foundation bolts for looseness, tighten if required				
10	Check the mounting bolts of supporting insulator on the mechanism housing box and apply ana bond wherever the seal is found cracked.				

	POWER TRANSFORMER				
12	Clean the bushings with dry cloth				
13	Examine bushings for surface cracks				
14	Check for oil leakage and oil level				
	Check and tighten up the bushing fixing nuts wherever necessary				
	Check oil level and top up tested oil, if necessary (Quantity of oil topped up should be recorded)				
	Check leakage of oil from valves, flanges, radiator, air plugs, inspection covers, gaskets, pipe works and accessories.				
	Tighten up the joints to stop leakage of oil wherever possible & necessary				
	Check for any gas collection				
	Clean glass cover				
	Check cooling fan operation and connections				
	Clean the fan blades, guards, motors etc.				
	Check auto starting & stopping of fan operation				

	Check the colour of silicagel & replace if necessary				
	Check oil level in conservator tank				
	Record the counter reading				
	Take & record the IR value after isolating the transformer from other connections.				
	CONTROL PANEL				
1	Thoroughly clean the panel				
2	Check for vermin and rodent proofing				
3	Check for door gaskets, door lock, door handle and locking of door				
4	Check heater and thermostat				
5	Check panel lighting and door switch				
6	Check for proper dressing of wires and their installation				
7	Check wire connections for tightness on switches, fuses, instruments and resistances				
8	Clean terminal strips				
9	Check with connections on the panel				
10	Check all indication lamps and annunciation lamps				
11	Check working of hooter				
12	Check fuses and fuse rating				
13	Check semaphore indications				

14	Check and measure AC supply voltage				
15	Check and measure DC supply voltage				
16	Check the operations with control selector switches in local and remote mode				
17	Check free of contactor, Push buttons, switches etc.				
18	Check over heating of relays, switches instruments, fuses & resistors				
	Station Earthing				
1	Check joints and connections for tightness				
2	Check the clamping of the earth wire for tightness				

Annexure-3B

VCB, SF6 CB, RMU, METERING CUBICLE SAMPLE HALF YEARLY MAINTENANCE SHEDULE

Sl No	Activity	1st	2nd	Remarks
	Power Cable			
1	Check cable end boxes and terminal connections at both ends			
2	Check the earth connections			
	VCB/SF6 CB/RMU/Metering Cubicle			
1	Clean panel bus bar, jumpers and breaker truck			
2	Check for any loose bus bar joints and fasteners			
3	Lubricate the mechanical joints of shutters, Operating livers and cams			
4	Check healthy conditions of indicating lamps			
5	Check insulation resistance of 11 kV bus section using 5 kV Insulation Resistance Tester			
6	Perform manual and electrical operation of breakers			
7	Check insulation resistance of breaker using 5 kV megger			

8	Check for any cracks in the insulating frame and insulating rod of the breaker			
9	Visual inspection for any loosened nuts, bolts or connections			
10	Check whether the operation counter is working properly			
11	Lubricate all rotating and sliding parts			
12	Check the ON/OFF, spring charged/ discharged indicators			
	Metering Cubicle			
1	Clean Bus bar			
2	Clean Test Terminal Block			
3	Check CT & PT			
4	Clean CT & PT Terminal			

Annexure-3D
STATION BATTERY SAMPLE MONTHLY MAINTENANCE

Sl No.	Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Clean the batteries battery room and charger free of dust												
2	Check electrolyte level and top up with distilled water												
3	Clean the battery terminals												
4	Check individual cell voltage/ total voltage with charger switched off and note if any cell shows abnormal reading												
5	Check specific gravity of each cells, Apply boost charging if required												
6	Check intactness of the containers, absence of oxidation in bus bars and terminals												

7	Check condition of plates, no abnormal colour, buckling etc.												
8	Check level of sediments in the bottom of container												
	REMARKS												

Annexure-3E

SAMPLE CHECKLIST TO BE FURNISHED BY SUBSTATION OPERATOR FOR EVERY SHIFT DUTY

Items		Shift			Remarks
		1 st	2 nd	3 rd	
1.	a) Whether trip healthy status of all bays checked? b) Whether any abnormality noticed & reported?				
2.	a) Whether any PWs, NBCs, Ongoing maintenance work and other special directions reported while taking over charge? b) If so details?				
3.	3.1 Station DC voltage a) between +ve and -ve b) between +ve and earth c) between -ve and earth 3.2 Battery charger charging current - 3.3 Battery voltage after switching off the charger a) at 8.00 am b) at 8.15 am c) at 8.30 am d) at 9.00 am ' e) Abnormalities noted. (This is applicable to 1 st shift only)				
4.	Whether following are within limits? a) Gas pressure of CBs. b) Temperature rise in Transformers. d) Leakage currents of LAs e) Air pressure of compressors/ spring charged.				
5.	Whether following are in service and working properly? a) AC alarms b) DC healthy. c) DC alarms d) Visual indications e) Transformer tap changing mechanism.				
6.	Whether fire-fighting equipment's are available?				

7.	Whether following are available? a) Keys of panels, Marshalling Kiosks, equipment's . b) Essential Tools & meters c) Rain Coat, glove, earthing rod. d) First aid kit.				
8.	a) Whether any circuit breaker or transformer tap changing mechanism are not working on . remote? b) If so details?				
9.	Patrolling of Switch yard on taking charge.				
10.	Any other matter to be brought in to the attention of the Station Engineer.				
11.	Lightening Arrestor counter readings				
12.	Name & Signature of Operator on duty				

Verified the above entries. Rectified the defects noticed/ Following remedial actions are being taken.

1. Details of Rectification done:

2. Details of remedial action being taken.

(Name & signature of Station Engineer)

Annexure-3F

SAMPLE WEEKLY MAINTENANCE CHECK LIST SITE A

Date:	From:														To:			
Particulars	USS 1	USS 2	USS 3	USS 4	USS 5	CTFT RMU	SLVR RMU	JJ RMU	INDR RMU	LPI RMU	M FUEL RMU	MIDLAND RMU	HITECH RMU	Manna RMU	Mini Mast	Sec Cabin	Street Lights	Remarks
Operation of RMU																		
RMU SF6/oil level																		
Earth Fault indicator																		
Oil leakage																		
Oil temperature																		
Over heating																		
Transformer oil level																		
Winding temperature																		
Moisture present																		
Vibration																		
Silicagell Colour change																		
Noise																		
Sparks																		
Indication lamps																		
Meter reading																		
MCB of SLDB																		
ELCB of SLDB																		
Cleanness of area																		

Signature of Sub Engineer

Signature of Stn. Engineer

Annexure-3G

SAMPLE WEEKLY MAINTENANCE CHECK LIST DISTRIBUTION SITE B

DATE:	From:										To:						
Particulars	Leela USS	M/G USS	P/H USS	NPW USS	G/H USS	CPW RMU	HNCK RMU	RBK RMU	JLFX RMU	APEX RMU	PIONEER RMU	HLL RMU	RQ Health RMU	RQ wood RMU	High Mast	Street Lights	Remarks
Operation of RMU																	
RMU oil/SF6 level																	
Earth Fault indicator																	
Oil leakage																	
Oil temperature																	
Over heating																	
Transformer oil level																	
Winding temperature																	
Moisture present																	
Vibration																	
Silica gel Color change																	
Noise																	
Sparks																	
Indication lamps																	
Meter reading																	
MCB of SLDB																	
ELCB of SLDB																	
Cleanness of area																	

Annexure-3H

SAMPLE WEEKLY MAINTENANCE CHECK LIST SUBSTATION

Date:- From:		To:	
Particulars		Remarks	
A	<u>Switch board & panels in control room</u>		
	1	Check general cleanliness	
	2	Check weather protection	
	3	Check dust & Vermin proofness	
	4	Check external damages	
	5	Check functioning of annunciators and replace bulbs/switches if required	
	6	Check corrosion effect (External)	
B	<u>Transformers</u>		
	1	Check external damages	
	2	Check operation of cooling fans & surface temperature	
	3	Check annunciation (for abnormal conditions)	
C	<u>Batteries</u>		
	1	Check joints, terminal & bolted connections for tightness (for full electrical contacts)	
	2	Check corrosion effect on terminals & connectors	
	3	Check condition of supports (racks)	
	4	Check damages such as cracks in containers	
D	<u>Battery Charger</u>		
	1	Check general cleanliness	
	2	Check Ventilation system	
	3	Check float voltage & charging current	
	4	Check for over heating	
	5	Check for external damages	
	6	Check for tightness of connections	
	7	Check condition of contactors & switches	
	8	Check operation of charger with annunciation	
E	<u>Switchyard & Equipment</u>		

	1	Check cleanliness (Housekeeping)	
	2	Check for damages	
F	<u>Lighting Fixtures</u>		
	1	Check for damages and replace if required	
	2	Clean transparent cover if required	
G	<u>Relays</u>		
	1	Check and clean if required	
H	<u>D.G Set</u>		
	1	Check lube oil level	
	2	Battery condition	
	3	Operate D.G set for 15 Min	
	4	Check water level in radiator	

Signature of Sub Engineer

Signature of Station Engineer

Annexure-4

BANK GUARANTEE FORMAT FOR SECURITY DEPOSIT

Guarantee Number	:
Date of Issue	:
Guarantee Amount	:
Expiry Date	:
Date of Claim	:
Applicant Name	:
Beneficiary Name	:
Form of Undertaking	:
Applicable Rule	:
Expiry Type	:

This deed of guarantee executed by (name of the Bank), constituted under the Act, having its Central Office at and amongst other places, a branch at (address of the branch), (hereinafter referred to as “the Bank”) in favour of THE MANAGING DIRECTOR, (hereinafter referred to as “the Beneficiary”) of an amount not exceeding, INR (Rupees.....only) at the request of (hereinafter referred to as the “Contractor/s”).

To

The Managing Director
Rubber Park India (P) Ltd
A, ‘Kauteeliyam’, Rubber Park,
Valayanchirangara, Ernakulam Kerala – 683556.

Dear Sir,

Guarantee No:
Amount of Guarantee:
Guarantee Cover from:
Last date for lodgment of claim:

This Deed of Guarantee is executed by (Bank), constituted under the Act,, having its Head Office at, and amongst other places, a commercial branch at (hereinafter referred to as the 'Bank') in favour of the Managing Director, Rubber Park India (P) Ltd., 2A Kautileeyam, Rubber Park, Valayanchirangara, Ernakulam – 683 556, Kerala (hereinafter referred to as Rubber Park India (P) Limited) for an amount not exceeding Rs /- (Rupees only) at the request of M/s.(full name and address of the Contractor) (hereinafter referred to as the 'Contractor').

In consideration of Rubber Park India (P) Limited having demanded from M/s. (name of the contractor) for the production of a Bank Guarantee for Rs...../- (Rupees only) as performance guarantee for the due fulfilment by the contractor of terms and conditions in the agreement for the work of “.....” as per work order # dated

We, (name of Bank), at the request of the Contractor do hereby undertake to pay to the Rubber Park India (P) Ltd. an amount not exceeding Rs /- (Rupees only) on demand by Rubber Park India (P) Limited.

We, (name of Bank), do hereby undertake to pay the amount due and payable under this guarantee without demur, merely on a written demand from the Rubber Park India (P) Limited stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs...../- (Rupeesonly).

We, (name of Bank), undertake to pay to the Rubber Park India (P) Limited any money so demanded not withstanding any dispute or disputes raised by the Contractor in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

We, (name of Bank), further agree that the guarantee herein contained shall remain in full force and effect the period that would be taking for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Rubber Park India (P) Limited under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till the Managing Director on behalf of Rubber Park India (P) Limited certifies that the terms and conditions of the said agreement have been fully and property carried out by the said contractor and accordingly discharges this guarantee or till whichever is earlier.

We, (name of Bank), further agree with Rubber Park India (P) Limited that the Rubber Park India (P) Limited shall have the fullest liberty without our consent and without affecting in any

manner our obligation here under to vary any of the terms and condition of the said contract from time to time or to postpone for any time or from time to time any of the powers exercisable by the Rubber Park India (P) Limited against the said contractor and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor or for any forbearance, act or omission on the part of the Rubber Park India (P) Limited or any indulgence by the Rubber Park India (P) Limited to the said contractor or by any such manner or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so reliving us.

This guarantee will not be discharged due to the change in the condition of the bank or the contractor.

We, (name of Bank), lastly undertake not to revoke this guarantee except with the previous consent of the We, (name of Bank), in writing.

This guarantee shall be valid up to unless extended on demand by Rubber Park India (P) Limited.

Notwithstanding anything contained herein above :-

Bank's liability under this Bank Guarantee shall not exceed Rs /- (Rupees ... only).

This bank guarantee shall be valid up to

The bank is liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if you serve upon us a written claim or demand on or before
.....

Dated thisday of 2025 at

Annexure-5

Monthly Rate (wage split up) of employees

(A) Gross

Sl. No.	Components	Category (Station Engineer, Shift operators, Assistants etc.). Separate sheet has to be provided for each category.
a)	Basic wages (shall not be less than what specified in clause No: 5.6.2 of General conditions of contract)	
b)	VDA (shall not be less than what specified in clause No: 5.6.2 of General conditions of contract)	
c)	Service Weightage (shall not be less than what specified in clause No: 5.6.2 of General conditions of contract)	
n.	Other Allowance or(specify if any)	
Gross Wage (A)= (a+b+c+d)		

(B) Deductions

e)	PF	
f)	ESI	
g)	Other Deduction (specify if any).....	
Total Deduction (B) = (e+f+g)		
Net wage* (A-B)		

(C) Employer's Contribution

h)	PF	
i)	ESI	
j)	Bonus (Percentage to be specified).....	
k)	Other statutory contribution (specify if any).....	
l)	Training, Gratuity & other miscellaneous cost	
	Reliever cost for weekly off, casual leave, national	
m)	holiday etc. as per relevant statutes	
n)	Other cost (specify if any).....	
Total Employer's Contribution (C) = (h+i+j+k+l+m+n)		
Total monthly cost in Rupees (D) = (A + C)		

Annexure-6

Articles of AGREEMENT

Agreement of no:

This Contract Agreement made on the day of, Two Thousand and, between **Rubber Park India (P) Ltd**, a joint venture of Kerala Industrial Infrastructure Development Corporation, and Rubber Board, incorporated under the Companies Act 1956, and having its registered office at 2A, Kautileeyam, Rubber Park Campus, Valayanchirangara P.O Pin : 683 556 represented by its Managing Director, Shri, son of Shri., aged (.....) years, residing at, PAN, hereinafter called the “Company ” (which term shall , unless excluded by or repugnant to the subject or context include its successors and assignees) OF THE ONE PART

AND M/s. having its registered office at P. O, (Dist.), (state) Pin:....., represented by its, Shri son of Shri aged (.....) years, residing at, P. O, (Dist.), (state) Pin:....., PAN- hereinafter called the ‘CONTRACTOR’ (which term shall unless excluded by or repugnant to the subject or context include its successors and permitted assignees) OF THE OTHER PART.

WHEREAS Company is desirous of carrying out the work of **Rubber Park at Irapuram** (hereinafter referred to as the “said work”).

AND WHEREAS Company had invited tenders from Contractors for executing the above said work as per the tender document No. dated

AND WHEREAS pursuant to the notice inviting offers the Contractor had submitted his tender and the same was opened on along with other tenders submitted by other contractors, and the tender submitted by the Contractor was found to be lowest and accordingly the tender was confirmed in his favour and the letter of award/work order Number dated has been issued to the Contractor awarding the contract to the Contractor subject to the terms and conditions contained in the tender document, and the unit rate of specifications, and technical specifications and the schedule of quantities as specified in the tender document.

AND WHEREAS the Contractor has offered to carry out the work and the **company** has agreed to award the work to the Contractor on certain terms and conditions as per the tender No:

_____ which the parties are desirous of recording.

NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. The company and the Contractor agree that the Letter of Intent / Work order issued by the company and all the correspondence between the company and the contractor prior to issue of LOI/ Work order along with the Notice Inviting Tender, Instructions to tenderers, tender Form, General Conditions of Contract, Special Conditions, Technical Specifications, Unit Specifications, Detailed Specifications, Schedule/Bill of Quantities and Contract Drawings, letter of acceptance of tender and any statement of agreed variations with its enclosures, copies of which are hereto annexed etc. defined in greater detail as **“Contract Documents”** in the General Conditions shall form an integral part of this Agreement.
2. For the consideration hereinafter mentioned the Contractor shall, upon and subject to the **“Contract Documents”** annexed hereto carry out the said Work.
3. The contractor shall maintain sufficient number of man power at all time as stipulated in the tender specifications. It is specifically understood that Rubber Park shall not have any employer-employee relationship between the contractor’s staff and Rubber Park as such, and that those persons are not the employees of the Rubber Park. The contractor’s personnel shall have no claim for employment in the service of the Rubber Park.
4. The Contractor shall ensure that the personnel engaged by them shall be paid the minimum wages under the Minimum Wages Act and all other benefits including the benefits under ESI Act, PF Act, Employees Compensations Act and Annual bonus as per Payment of Bonus Act., insurance Etc. and all other benefits and compliance under the various enactments relating to the personnel deployed by him. The company shall have the right to verify the compliance to the payment of minimum wages and all other benefits.
5. In consideration of the Work carried out by the Contractor, company shall pay to the Contractor a sum of Rs.....(Rupees.....) for the first year, Rs.....(Rupees.....) for the second year and Rs.....(Rupees.....) for the third year (hereinafter referred to as the **“Contract Sum”**) or such other sums as shall be payable hereunder at the times and in the manner specified herein and the General Conditions annexed hereto. The price shall include all taxes, duties excluding service tax.
6. The company shall pay the contractor for the supply of skilled and unskilled additional labours as and when required for undertaking major maintenance works and emergency during the contract period as follows.

Sl. No.	Item Description	Unit Price/Basic Rate (Rs.) (includes all taxes and duties, excluding the service tax)
1	The personnel having diploma in Electrical Engineering with 3 years experience in the design, wiring and trouble shooting of control panel wiring and relay circuit	
2	Electrician/Wireman (ITI/ITC National Trade Certificate Holder) with one year experience in the relevant trade	
3	Skilled Labour (Welder, Fitter etc.)	
4	Unskilled Labour	
5	Labour for earth excavation work	

The above rate shall include all taxes, duties excluding service tax.

7. The CONTRACTOR shall submit self attested copies of muster roll, copies of PF/ESI challans, ECR statements, monthly Operation review in a format specified by Rubber Park, Scheduled/ Preventive maintenance action taken report with all relevant documents, Breakdown maintenance report with details of down time etc, Utility consumption reports, salary break ups and proof of salary remittance to employees through their individual bank accounts, and other statutory payments at the time of submission of monthly bills at the end of every month. The payment against the monthly bills of the contractor shall be released only upon complying with the above conditions. The Contractor shall have no claim by way of interest or compensation for the reason of late releasing of the payment to them on this account. Owner shall have the sole authority to judge the performance of Services. Upon receipt of each invoice, Companies representative shall review it and if deemed to be in accordance with the agreement, owner shall approve said invoice and payment will be made to contractor within twenty (20) days from the receipt of correct invoice by owner subject to bills being in complete shape with all necessary support documentation and in the accepted format. All the applicable taxes and duties will be deducted from the bills. The bill submitted should be as per service tax rules. The service Tax, at applicable rate shall be paid by the owner. Also the CONTRACTOR has to submit annual returns of ESI, PF and details of Bonus payment.

8. The Contractor shall deposit an amount of **Rs.(RupeesOnly)** towards interest free security deposit by way of **DD** or irrevocable **BG** in favor of Rubber Park India (P) Ltd from a nationalized / Scheduled Bank valid for the entire period of the contract.
9. This agreement of contract can be terminated by the company by giving one month notice to the contractor and the contractor can terminate the contract by giving two months advance notice to the company.
10. In all the works, the contractor shall strictly follow the I E ACT 2003 & its amendments, IER– 1956 & its amendments, conditions of power supply (RUBBER PARK) & its amendments, Kerala State Electricity supply code 2014 & its amendments, KSERC standards of performance Regulations 2015 & its amendments, CEA (Measures relating to Safety and Electric Supply) Regulations, 2023 & its amendments and all KSERC, CEA & CEI norms, orders and directions. The safety precautions and instructions by Electrical Inspectorate shall also be complied.
11. The contractor shall carry out the routine and preventive maintenance of all the equipment's in the 110kV/11 kV, 25 MVA Substation, 11 kV & LT Distribution network as per our maintenance schedule in line with relevant CEA/BIS standards and maintain the register.
12. All the necessary precautions are to be taken for the safety of employees engaged as per CEA (Measures relating to Safety and Electric Supply) Regulations, 2023 & its amendments thereof.
13. The Contractor agrees that they shall not assign the contract either in whole or in part to a third party.
14. The Contractor agrees for Maintenance of 110/11 kV, 25 MVA substation, 11 kV and LT distribution network even on weekly off days and on public holidays.
15. The Contractor agrees to pay the Professional Tax and Income Tax and Service taxes and other duties at the applicable rates fixed by the Government from time to time.
16. Non compliance of the terms and conditions of this contract and the directions given by the officer of Rubber Park from time to time, could lead to cancellation of this contract and forfeiture of the Security Deposit.
17. The Agency agrees to withdraw all or any of their men immediately on termination of the contract or on direction of the Park.
18. The said Contract Documents hereto shall be read and construed as forming part of this Agreement and the parties hereto shall respectively abide by and submit themselves to the Contract Documents. The Contractor has no right to assign this agreement without the consent of Rubber Park.

19. The Contract is a **LUMPSUM CONTRACT**. The Contract Sum as stated herein is subject to addition & deduction. The Contract Sum payable to the Contractor shall be determined by Unit Rates in the Schedule/Bills of Quantities attached hereto or such other rates as may be agreed to in writing as variation to the Contract to the as-built quantities measured upon completion of the Work.

20. The Contractor has scrutinized all Drawings, Schedule/Bill of Quantities, Specifications and Conditions of Contract and has visited the site to co-relate the drawings/ scope of work and design intent to the site conditions and Contractor confirms that his prices included in the Schedule/Bill of Quantities have been determined on the basis of such scrutiny of the documents and site conditions.

21. If any dispute arises regarding the interpretation of any of the clauses, the decision of the Managing Director of the Rubber Park shall be final.

22. All disputes arising out of or in any way connected with this Agreement shall be deemed to have arisen in Kerala and only courts in Ernakulam shall have jurisdiction to determine the same.

IN WITNESS WHEREOF the Rubber Park has set and subscribed its hands and seals and the Contractor has caused its Office Seal to be affixed hereunto on the Day and Year herein above written.

SIGNED SEALED AND DELIVERED BY....., Managing Director the duly constituted attorney for the Rubber Park.

Signature of Rubber Park: ____

In the presence of: Mr. ____

Signature of Witness: ____

SIGNED SEALED AND DELIVERED BY _____ the duly constituted attorney for the Contractor M/s _____ .

Signature of Contractor: ____

In the presence of : Mr. ____

Signature of Witness: ____
