

Embassy of India
Vientiane

TENDER No. Vient/Admn/885/01/20

25/06/2020

Tender Notice for Supply, Installation, Testing and Commissioning of one 60 KVA silent auto start/off Diesel Generator Set and one 35 KVA silent auto start/off Diesel Generator Set for Embassy of India, Vientiane.

Sealed tenders, in two parts (Part-I and Part-II) are invited from manufacturer/authorized dealer/reputed supplier for Supply, Installation, Testing and Commissioning of one 60 KVA silent auto start/off Diesel Generator Set and one 35 KVA silent auto start/off Diesel Generator Set for the Embassy of India.

2. Firms having minimum experience of three years in undertaking similar nature of work with a minimum annual turnover of at least US\$ 60,000.00 in the last three years and who have successfully completed one similar work costing not less than US\$20,000.00 during the last three years are only eligible to participate in tender. The firm must have maintenance and service facilities in Vientiane; the service quality may be supported by testimonials from clients.

3. The tender documents can be downloaded from the Embassy's website: <http://www.indianembassy Laos.gov.in> or CPP Portal: <https://eprocure.gov.in> from 03/07/2020 to 24/07/2020

Last date of submission of Tender	: 24.07.2020 (1700 hrs)
Opening of Technical Bid	: 28.07.2020 (1500 hrs)
Opening of Financial Bid	: will be intimated later
Earnest Money Deposit (EMD)	: US \$ 1,000/-

4. Tenders will be accepted only upon verification and fulfillment of the eligibility criteria mentioned above. Embassy reserves the right to accept or reject any or all the tenders, or part thereof, without assigning any reason.

Embassy of India
Vientiane

Tender for

**Supply, installation, testing & commissioning of
One 60 KVA silent auto start/off Diesel Generator Set and one 35 KVA silent
auto start/off Diesel Generator Set for Embassy of India, Vientiane.**

(Part-I)

Commercial Bid

(Section A to L)

Name of Tenderer _____

Address _____

Telephone No. _____

E-mail _____

Registration No. & Date of Incorporation of Company (Please attach a copy of
incorporation certificate):

Authorization letter from manufacturer (as a proof of authorized supplier)
[Please attach a copy]

Date of Submission of Tender _____

Signature of Contractor
(Name of the partner of the firm authorised to sign)

**Embassy of India
Vientiane**

Part- I

COMMERCIAL TERMS & CONDITIONS

A. Form of Tender

To,

Head of Chancery
Embassy of India, Vientiane

Dear Sir,

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

a	Description of work	Supply ,installation ,testing and commissioning of one 60 KVA silent auto start/off Diesel Generator Set and one 35 KVA silent auto start/off Diesel Generator Set
b	Earnest Money	US\$1,000 (US Dollar One Thousand Only)
c	Time allowed for completion of the work from tenth day after the date of written order to complete work commission final operations.	3 month. In case of delay, penalty of 0.10% per day will be imposed.

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

3. We have deposited a sum of **US \$ 1,000** as earnest money in the form of a Bank Draft in favour of Embassy of India, Vientiane from a scheduled bank registered in Vientiane. The amount shall not bear any interest. Should we fail to execute the contract when called upon to do so, we do hereby agree that this sum shall be forfeited by us to the Embassy of India, Vientiane.

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

5. The Tender is submitted in two parts in separate sealed envelopes. **Part-A** contains all commercial terms and conditions and technical particulars and **Part-B** contains only the Price Bid in the Embassy's proforma.

Yours faithfully

Signature of Contractor
(Name of the partner of the firm authorised to sign)

Date: _____

(Signatures and addresses of witnesses)

Proforma
B. LIST OF CLIENTS

(To whom works of similar scope costing not less than US\$20,000 have been completed in the last 5 years)

Sl No.	Details	Name of the Client [1]	Name of the Client [2]	Name of the Client [3]
01	Address, fax and telephone numbers			
02	Project name, location and address			
03	Brief details of the work [Please enclose copy of Work / Purchase Order]			
04	Value of work as completed			
05	Date of award of contract			
06	Date of completion of work			
07	Details of Service & Maintenance Work			
08	Testimonials	As many clients		

C. TERMS & CONDITIONS

1. Only those OEM's (original equipment manufacturers) and authorised dealers/suppliers of Silent Generator Set, who have minimum 5 years of experience in the field of undertaking similar works for Government/Banks/Reputed Companies and who fulfill the following pre-qualification criteria are eligible to tender:

- (a) Minimum 5 years of experience in undertaking similar nature of works
- (b) Minimum yearly turnover of at least **US\$60,000.00** during last 3 years supported by audited financial statements.
- (c) Service and Maintenance facilities in Vientiane.
- (d) Strong testimonials on service guaranty by clients in Vientiane.
- (e) Replacement Guarantee of 1 year. The vendor shall replace the DG Set in case of any major problem occurs within 1year from the date of handing over of DG Set.

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

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

4. The bidders can inspect the site on any working day before submitting the bids by seeking prior appointment.

5. The bid should be submitted in a sealed envelope clearly mentioning as **"Technical Bid"** and **"Financial Bid"** and these two sealed envelopes should be put into a big envelope. The bid should be superscripted as **"Bid for Silent Generator Sets for Embassy of India, Vientiane"**. Replacement Guarantee (not just warranty) should be valid for 1 year from the date of handing over of Generator Set.

6. The last date of submission of sealed bid offer as mentioned above is 24.07.2020 **(1700 hrs)**. The sealed envelope addressed to Head of Chancery, Embassy of India, Vientiane, No.125, Unit 29, Ban Saphanthong Neua, Sisattanak District, PO Box No.225, Vientiane may be submitted at the Reception during the working hours before the last date & time.

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

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

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

11. Embassy of India, Vientiane reserves the right to reject or accept any or all application(s) without assigning any reasons and to restrict the list of pre-qualified agencies to any number deemed suitable by it. Bids incomplete in any form is liable to be rejected outright.

12. Finalization of any bid is the sole discretion of the Embassy of India, Vientiane. Embassy of India, Vientiane reserves the right to modify the tender document or any other condition.

D. SCOPE OF WORK

1. The scope of work of the bidder in brief is enumerated below:

(a) Supplying, installation, testing and commissioning of Generator Sets **(60 KVA silent auto start/off and 35 KVA silent auto start/off)** complete with acoustic enclosure, circuit breaker, battery pack, base fuel tank, display screen with analogical values and **AMF panel**.

(b) All Civil Works, **if required** for the preparation of Platform (PCC foundation of appropriate size at least 9 inches above the ground, length and width of the Foundation should be atleast 200mm to 400mm more than that of the DG set size to ensure the least vibration, foundation must be rigid) necessary for the installation of the Silent Generator Sets.

(c) Proper earthing required for the installation of Silent Generator Sets and protection of equipment and Human being. Copper/GI plate earthing with Copper/GI plate of minimum size 600*600*3 mm and Copper/GI strip of size 25*3 mm laid in ground at a depth of 12 feet complete with Charcoal, Salt and Manhole cover etc.

(d) Supply, installation and testing of Changeover and other electrical fittings, cables etc. required for the installation of Generator Sets

(e) Arrangement of equipment, tool and tackles and scaffolding material for installation of the equipment at site at the cost of bidder.

(f) Required quantity of lubricant and coolant are to be arranged by bidder at the cost of bidder till commissioning and handing over the system and during the guarantee period of one year.

(g) Submission of guarantee certificate and test certificates of the manufacturer.

(h) Installation of exhaust pipes with suitable insulation up to the required level of the building as required by the concerned statutory authorities.

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

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

3. The bidder shall not assign the contract or any part thereof without the prior written consent /approval of the Embassy of India, Vientiane.

E. DOCUMENTATION

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

O& M Manual of Diesel Engine

Spare parts list of diesel engine

Test Certificate of diesel engine

Test certificate of Alternator

Test Certificate of Generator Sets

F. EARNEST MONEY DEPOSIT (EMD)

1. The Earnest Money Deposit (EMD) of US\$1,000.00 (US Dollars One Thousand only) is to be deposited with Embassy's following account:

Name of the Account : Embassy of India, Vientiane

Account No. : 010-11-01-00193238001

Name of the Bank : Banque pour Le Commerce Exterieur Lao

(BCEL)

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

2. The EMD shall be forfeited in case:

(a) The bidder withdraws its offer during the period of tender validity.

(b) After submission of bid, the bidder fails to honour the order or refuses to comply with any or all terms and conditions as mentioned in the tender document.

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

G. PERFORMANCE GUARANTEE

1. Five percent (5%) of PO value will be retained as Performance Guarantee for the entire period of replacement guarantee of 1 year from the date of handing over the DG Sets. This amount will be released on completion of guarantee period.

2. The losses to the Embassy of India, if any, which are directly attributable to the firm shall be deducted from the bills /adjusted from the performance guarantee.

H. VALIDITY OF BID

1. The offer should be valid for a minimum period of three **months** from the date of opening of technical bid.

I. PRE-DISPATCH INSPECTION

1. Pre-Dispatch Inspection of Silent DG Sets shall be carried out by a team of Officers nominated by Embassy of India, Vientiane at the office/factory of the Seller wherever situated in Vientiane prior to delivery of the item to ascertain that the item to be delivered are as per ordered technical specifications and of the acceptable quality. A set of all the diagnostic tools and techniques to test Silent DG Sets shall be provided by the vendor to the team of Officers sent by Embassy of India, Vientiane along with the physical inspection and testing schedule prior to inviting Embassy of India, Vientiane for inspection and testing of the items at the vendor's office/factory. The items must be as per ordered technical specifications or higher technical specifications only. No incomplete systems will be accepted under any circumstances. The systems should also contain same subsystems (brand/make) as quoted in the tender.

2. Failure to fulfill any of above mentioned conditions will lead to the rejection of the items during inspection and acceptance testing of the items.

3. If at any stage during Pre-Dispatch Inspection, it is found that ordered items are not ready or not of acceptable quality, Embassy of India, Vientiane reserves the right to cancel the Purchase Order and forfeit the Earnest Money Deposit.

4. Vendor has to get Pre-Dispatch Inspection of all Items conducted within one month of the placement of Purchase Order. Delivery of all items to be completed within next 2-3 weeks. The installation of all the items in the respective sites will have to be completed satisfactorily within twelve weeks from the date of issue of the purchase order to the vendor failing which the Purchase Order may be cancelled.

5. Embassy of India, Vientiane reserves the right to reject any items supplied against the purchase order, if found not working satisfactorily at the time of installation at site(s). The rejected items, if any, shall have to be taken back and replaced by good

quality items forthwith at the cost of the supplier. No payment will be made for the rejected item(s).

J. PAYMENT SCHEDULE:

1. 50% of total amount after dispatch of DG Sets from the premises of the manufacturer/seller.
2. 45% after successful testing and successful commissioning the DG set.
3. Remaining 5% will be released on completion of replacement guarantee period of 1 year from the date of handing over of DG set.
4. The bills complete in all respect should be presented to the Embassy of India, Vientiane and payment of the bills will be made after scrutinizing and verifying the bills within a period of 15 days from the date of receipt of the bills.
5. Payment will be made by bank transfer only. Successful bidder shall provide Bank Details along with the bills.

TECHNICAL PARTICULARS

Sl No.	Item Description	40 KVA & 20 KVA DG Sets (offered)
1	Engine Make Model Number Type Type of cooling system Type of silencer Fuel tank capacity Shaft HP at 1500 RPM Type of Governor Fuel consumption at full load/hour	
2	Alternator Make Model Number Frame Size Rated Voltage Capacity in KVA Excitation % Regulation Type of Enclosures Class of insulation for winding	
3	Batteries Make Voltage Capacity in Amp. Hour Whether stand included or not	

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

L. CHECK LIST

SI No.	Description	Embassy's term	Whether acceptable or not
01	Validity of offer	Shall be valid for 90 days from the date of opening of financial bid	
02	Earnest Money Deposit	Shall deposit US\$1,000 to Embassy's Bank A/c 010-114-01-00193238001, Bank Name: BCEL Vientiane and submit original credit slip along with technical bid	
03	Completion Period	3 months from 10 th day after the date of issue of Purchase Order	
04	Guarantee	All equipment shall be guaranteed for a period of one year from the date of handing over. Please indicate service facility available at	

		Vientiane	
05	Terms of Payments	50% after dispatch of DG set from the premises of manufacturer / seller 45% after successful testing and commissioning the DG set. Remaining 5% will be released on completion of guarantee period of 12 months.	
06	Testing of DG sets	As per para 'G' of tender document	

Place
Date

Signature of Contractor with seal

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

Embassy of India, Vientiane

Tender for

**Supply, installation, testing & commissioning of one
60 KVA silent auto start/off Diesel Generator Set and one 35 KVA silent auto
start/off Diesel Generator Sets for Embassy of India, Vientiane**

(Part-II)

PRICE BID

Name of Tenderer _____

Address _____

Telephone No. _____

E-mail _____

Date of Submission _____

Supply, installation, testing & commissioning of one 60 KVA silent auto start/off Diesel Generator Set and one 35 KVA silent auto start/off Diesel Generator Set for Embassy of India, Vientiane

(Part-II)

TENDER No. Vient/Admn/885/01/2020

Schedule of Quantities

Sl No.	Description	Quantity	Rate	Unit	Amount
01	<p>Supply, installation in position, testing, commissioning and handing over of a diesel generator set of capacity of about 60KVA and 35 KVA complete with diesel engine, with radiator, (water cooled) along with self starting device, batteries, battery charger, engine panel, base frame, anti-vibration mounts, diesel tank, AMF control panel and all connected accessories including standard set of tools and spares (to be supplied free of cost) complete as described in detailed technical specifications. The amount quoted shall be inclusive of following:</p> <p>(a) Basic rate (b) Cost of transport and storage cum erection (c) Charges for erection, testing and commissioning of the DG set along with power panel etc. including obtaining approval from statutory authorities, if any (d) Cost of consumable like diesel, lubricant oil etc. for</p>	2 set		One	

	testing and commissioning of the set (approx.16 hours)				
02	Supply and laying PVC armoured aluminum conductor cable of specific size to be laid on wall/ceiling/trench with required materials complete as directed between alternator terminals and AMF control panel etc. complete as per specifications and as directed	Indicate requirements		Per metre	
03	Cost of providing Earth Station with Copper Plates Copper Earth strips of appropriate size for complete work if required.	Indicate requirements		Each	
04	Supply and installation of insulated MS exhaust piping of suitable dia for 60 & 35 KVA DG sets as recommended by the manufacturer of the diesel engine with thermal insulation by using glass wool and covering with aluminium sheet complete with required materials such as supports etc., if required only	Indicate requirements		Per metre	
05	Any Additional items, if required for installation and commissioning of above generator set (Please write the details of additional items)				
06	Extended warranty for 24/36 months after expiry of standard warranty period				

	TOTAL IN FIGURE				
	TOTAL IN WORDS				
07	<p>AMC per annum valid for a period of 11 years after the guarantee period of one year is over, <u>Rate per annum</u></p> <p>(a) Comprehensive with spares</p> <p>(b) Without spares</p> <p>Annual Maintenance Contract amount shall be paid on half yearly basis on rendering satisfactory service Per Annum</p>				
	TOTAL IN FIGURE				
	TOTAL IN WORDS				

Signature of Contractor with seal

Place:

Date: