



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड

(भारत सरकार का उपक्रम)

**THE NEW INDIA ASSURANCE COMPANY LTD.**

(Govt. of India Undertaking)

पंजीकृत एवं प्रधान कार्यालय : न्यू इन्डिया एश्योरन्स बिल्डिंग, 87, महात्मा गांधी मार्ग, फोर्ट, मुंबई - 400 001.

Regd. & Head Office : New India Assurance Bldg., 87, M.G. Road, Fort, Mumbai - 400 001.

CIN No. L66000MH1919GOI000526

75  
आज़ादी का  
अमृत महोत्सव

Phone : 022 2270 8100

022 2270 8400

Website : www.newindia.co.in

Tender No.29/Estate & Estab/23-24

27<sup>th</sup> December 2023

**Tender for Maintenance of 2 nos. 125 KVA Kirloskar make DG sets at HO.**

Sealed tenders are invited in two bid system from Licence Electrical Contractor for the maintenance of 2 nos. 125 KVA Kirloskar make DG sets with its AMF and changeover panel at our HO premises situated at The New India Assurance Building, 87, M G Road, Fort, Mumbai 400 001, subject to the following terms and conditions:

1. The Tenderers are requested to inspect the site and get acquainted with the working conditions before quoting their rates.
2. The Tenderers should also understand the job thoroughly and then quote their rates.
3. AMC works consist of following:
  - a. Top up of distilled water in batteries.
  - b. Top up of coolant in radiator
  - c. Test run of DG sets once in a fortnight for checking the engine, AMF panel and changeover switch.
  - d. Making arrangement for procurement of fuel (HSD) as and when required. Payment for HSD will be paid after submission of bill.
  - e. n numbers of calls to be attended for failure of DG sets.
  - f. Pouring of Saline water in earthing pits.
  - g. Maintenance of AMF panel connected with DG is also a responsibility of Contractor.

Last date of submission of tender is extended to 4<sup>th</sup> January 2024 before 11.00 am.

Thanking you.

Yours faithfully,

*Vinay*

**(Chief Manager)**

Establishment Department

255/air cond/23-24



दि न्यू इन्डिया एशोरन्स कंपनी लिमिटेड, मुंबई (प्र.का.)  
THE NEW INDIA ASSURANCE CO. LTD. MUMBAI (H.O.)

## TECHNICAL BID

**Bidder to submit the following documents / confirmations along with documentary evidence.**

1. Tenderer must submit at least two similar type of work executed by them in last 5 years in India, indicating location, value, name of client, scope of work and completion certificate.
2. Tenderer must have a minimum average financial turnover of 30% of AMC amount during the last three financial years.
3. Tenderer must have an established service network in Mumbai.
4. Tenderer should not be black listed by any PSU/Banks/Govt. organizations. Self-declaration should be submitted by the authorized official of the company.
5. New India Assurance Co. Ltd being a Public Sector undertaking all CVC (Central Vigilance Commission) guidelines is applicable.
6. Bid Security Declaration.
7. Must have PWD Electrical License, Govt of Maharashtra.
8. Bidder must have Authorized Service agency of any Manufacturers of DG sets. Copy is to be attached.
9. DD of Rs.590/- (500/- + GST) in favor of The New India Assurance Co. Ltd payable at Mumbai.

Note:

1. Please submit the above mentioned documents as a proof and put in **technical bid envelope** or bidders will be disqualified without the above documents, in technical bid process. Price bids will be opened of only those bidders who qualify in Technical Bid process.
2. The sealed tenders should be dropped in Tender Box kept at 6<sup>th</sup> floor of our Head Office premises, situated at The New India Assurance Building, 87, M G Road, Fort, Mumbai 400 001, on or before 26<sup>th</sup> December 2023 before 11.00 a.m.



75  
आजादी का  
अमृत महोत्सव



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड, मुंबई (प्र.का.)  
THE NEW INDIA ASSURANCE CO. LTD. MUMBAI (H.O.)

1	Name of the Firm	
2	Work carried out for Public Address System , Video system and Signage system.	
3	Address	
4	Name of the Contact Person/s with Phone/ Mobile/Fax No./Email	
5	Year of Establishment	
6	Nos. of units (addressable system) sold in India as well as in Mumbai region for last 3 years	Submit in separate sheet year wise
7	Total Nos. of units under maintenance contract in Mumbai region for last 3 years	Submit in separate sheet year wise
8	Service Organization Chart to be provided)	
9	Locations of service centres in Mumbai and around Mumbai City.	
10	PAN NO:	
11	GST IN No:	
12	EMD, DD/PO Bank name & no. Tender Cost DD/PO Bank name & no. And Declaration	
13	Bank details: Account Number Name of Bank Branch	
14	Singed copy of scope of work on letterhead	

Note: Attached this singed document with proof in **Technical bid envelop.**

Date:

**Signature of the Bidder  
With Company's Seal**



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड, मुंबई (प्र.का.)  
THE NEW INDIA ASSURANCE CO. LTD. MUMBAI (H.O.)

**(On Bidder's Letter Head)**

**Form of Bid Security Declaration**

**Date:-**

**To,  
Chief Manager  
Establishment Dept.  
The New India Assurance Company Ltd.  
87, M.G. Road, Mumbai:- 400001**

**Name Of Work:- : Tender for Maintenance of 2 nos. 125 KVA  
Kirloskar make DG sets at HO .**

I/We understand this Bid Security Declaration is in lieu of Bid Security ( EMD) and I/We accept that if the bids are withdrawn or modified during the period of the validity, I will be suspended for one year from the date of issue of the suspension order.

Signature

Name:

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Seal of the contractor

Note: Attached this signed document and put in **Technical bid envelop.**



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड, मुंबई (प्र.का.)  
THE NEW INDIA ASSURANCE CO. LTD. MUMBAI (H.O.)

### BILL OF QUANTITY – PRICE BID

**Name of Work:** Maintenance of 2 nos. 125 KVA Kirloskar make DG sets at  
Basement, Head Office.

Sl.No.	Description of Work	Lumsum Amount (yearly) Excluding GST
1	Annual maintenance Contract for maintenance of 2 nos. 125 KVA, Kirloskar make DG sets with AMF panel at our Head Office premises. The said contract covers the followings;  1. Top up of distilled water in batteries. 2. Top up of coolant in radiator 3. Start the DG set once in a fortnight for checking the engine +AMF panel. 4. Making arrangement for procurement of fuel (HSD) as and when required. 5. n numbers of calls to be attended for failure of DG sets. 6. Pouring of Saline water in earthing pits. 7. AMC period will be from 01.01.2024 to 31.12.2024	
	Net Total Amount yearly Rs.(in words)	
	Same as above for from 01.01.2025 to 31.12.2025	Rs.
	Same as above for from 01.01.2026 to 31.12.2026	Rs.

Note:

- Maintenance of AMF panel connected with DG is also a responsibility of Contractor.
- Payment for the Diesel will be reimburse on submission of receipt.
- Only Actual Transport charges to & fro for petrol pump will be reimburse with Diesel charges.
- Payment will be made for 6 months in advance.
- The contractors are requested to visit the site & inspect DG, AMF panels and Diesel tank.

Date:

Place:

**Signature & Company Seal of Contractor**

On Bidders Letter Head and put in Price Bid envelope  
242/air cond/23-24