



**OWNER:
THE TATA POWER COMPANY LIMITED**

TITLE OF WORK TO BE AWARDED:

**AMC service for elevators (Total 9 Nos) for 2 Year
at
MUNDRA THERMAL POWER STATION (MTPS), GUJARAT**

ENQUIRY REFERENCE NO.: 4100072804 (2000098328)

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Enquiry reference no.: 4100072804 (2000098328)
Title of Work: AMC service for elevators (Total 9 Nos) for 2 year at Tata Power-Mundra.
Type of Bidding: E-tendering (through Ariba online portal) / Two Part (Technical and Price bids under separate envelopes)
Contact Details: All communication including EOI submission shall be addressed to following officer/s: Name: Mr. Vinodsingh Email: vinod.singh@tatapower.com Copy of all communications shall be marked to (Cc): Name: Mr. Aseemkumar Joshi Email: aseemkumar.joshi@tatapower.com For technical queries, please contact Mr. Ravi Prakash (9099001905)

The Tata Power Company Limited Invites Expression of Interest (EOI) from interested parties for the Two-Part e-Tendering Process of following Relevant Work Package:

Table 1 - Tender Summary

Package Details	Tender Fee	Bid Security
AMC service for elevators (Total 9 Nos) for 2 Year	INR 2000/- (INR Two Thousand Only). <i>To be submitted along with EOI.</i>	INR 45,000/- (INR forty five Thousand Only). <i>Bid Security to be submitted as a Bank Guarantee or RTGS or Demand Draft at the BID stage and not with EOI</i>

1. INTRODUCTION:

The Tata Power Company Limited (TPCL) is among the largest private sector Power Utility companies in India with presence in Generation, Transmission and Distribution of Power through conventional and renewable sources.

Mundra Thermal Power Station (A Tata Power Division) has implemented the 4150 MW UMPP near the port city of Mundra in the state of Gujarat in India. This UMPP is India's first 830 MW unit thermal power plant using supercritical technology. MTPS operates on imported coal on pulverized coal-based boiler technology. The generating plant is in Tunda village of Mundra district in the state of Gujarat, India.

The tendering activities for this Project are being managed from Tata Power's following Office:

The Tata Power Company Limited,
Mundra Thermal Power Station - Ultra Mega Power Plant,
(Formerly a Unit of Coastal Gujarat Power Limited),
Tunda-Vandh Road, Tunda Village,
Mundra, Kutch 370 435, Gujarat.

2. SCOPE OF WORK:

1. Annual maintenance contract for elevator services for 2 years.
2. Vendor undertaking maintenance needs to have valid license from Govt of Gujarat to conduct maintenance of elevators in site.
3. All safety precautions as mentioned in JSA to be adhered by maintenance team
4. At no instance should any of the safety interlocks associated with elevator operation be bypassed.
5. Daily checks to be performed on elevators, like cleaning of door sensors, door tracks, car inside cleaning etc., checking for smooth operation, visual inspection of door contacts, car cabin, healthiness of LOP/COP, Machine room, Elevator Pit etc.
6. In case of any discrepancy found team has to notify EMD engineer and only after obtaining valid PTW corrective action can be taken.
7. In case of outage of any units, the team might be asked to operate elevator of that unit during general shift to ensure hassle free operation.
8. PM of elevators to be done once a month, PM activity to be done only after obtaining valid PTW. PM checklist to be submitted every month.
9. PM activities:
 - a. Check operation of lift in inspection mode.
 - b. Checking of door contacts both landing door and elevator car door.
 - c. Greasing work to be undertaken if needed.
 - d. Checking of over speed governor and ensure safety associated with is intact.
 - e. Elevator pit inspection, and checking of car slow, stop read.
 - f. Machine room inspection, check main drive and its controller unit for its healthiness.
 - g. Elevator main motor & gearbox operation to be checked for any abnormalities.
 - h. Visual inspection of wire rope, pulleys and lift counter weights to be carried out.
 - i. Checking of landing floor and elevator car floor level.
 - j. Door track and its alignment to be checked.
 - k. Elevator pit cleaning and dewatering if require.
10. In case of any findings during PM the EMD engineer has to notify of it.
11. While doing the Elevator load test and form-9, Annual Inspection, Six Monthly Inspection by agency if found any discrepancies need to rectified within the time period .
12. In case of faulty component or defective component observed during PM, EMD engineer to be informed before changing of component.
13. PM is considered done only after all functional and safety interlocks are verified and joint trial will be carried out prior to taken back into service by EMD engineer.
14. Breakdown calls if occurred, is to be attended within 24hrs.
15. Breakdowns which are considered minor in nature like, defective door contacts (both car and landing door), issues with car lighting, door alignment issues, car floor leveling, circuit issue main drive, slow read and stop read related issues etc.,
16. Breakdowns such as main pulley replacement, wire rope replacement, counterweight replacement, issues with break liner, replacement of main drive or VFD drive of elevator car and other such works.
17. Minor and major job classification to be finalized only after mutual discussion between vendor and MTPS, PO will be given incase breakdown is of major type, in case of minor type defect to be attended in AMC order only.
18. Defect call is considered done only after all functional and safety interlocks are verified and joint trial will be carried out prior to taken back into service by EMD engineer.
19. Elevator Car cabin must be maintained in good manner by Vendor, Ensure display of license and load test inside the cabin. Report will be provided by M/s Tata power.
20. Safety observations to be closed within 24hrs.
21. In case of any statutory work/Licensing regarding lifts are to be done by AMC provider. Like load test of elevators on 6 monthly frequency, annexure 20 renewal on yearly basic and main lift license renewal 5 years once and if any other.
22. It is to be ensured license renewal to be done before the present ceases to exist.

23. Contractor shall depute its manpower permanently available at site.
24. The Maintenance Engineer will be selected through interview by CFT of EMD and Safety department. Should have all valid licenses as per the regulations of Gujarat/India and need to produce the original certificates during interview.
25. Elevator rope thickness to be verified quarterly.
26. Daily check list book and TBT form book will be arranged by vendor.
27. Payment shall be released as per K-factor sheet attached separately.
28. Consumable material must be kept at a minimum as per mentioned (cotton waste-2KG, rustoline -500 ML, CRC & WD40 bottle-1no, silicon sealant bottle - 1no) and tools (touch-1 no, Clamp on meter-1 no, multimeter AC/DC-1, IR Tester, spanner D & C type set- 1 no, ratchet small set- 1no, Extension board with ELCB etc)
29. In case of rainy season if waterlogged inside the Pit need to do dewatering will be in scope of vendor M/s Tata power will provide the Pump.
30. All tools will be arranged as per require during PM and breakdown will be in scope of vendor.

Safety requirement (As per Tata Power safety guidelines):

- No jobs to be carried out without PTWs, Toolbox meeting (TBM) and prior instructions from Tata Power. Any revisions/changes if required to be done for job execution, shall be informed to concerned tata Power engineer beforehand to avoid any delay in execution.
- Contractor safety supervisor is required to guide the workmen all the time of activity.
- 4 PPEs compliance is mandatory requirement for Tata Power site.
- All lifting tools & tackles shall be certified with competent authority.

Note: Tata Power reserves the right of revisions/changes in the job scope whenever required and the same shall be intimated to contractor.

3. TENDER FEE & TIMELINES:

- a. Interested parties meeting the "Bidder Pre-Qualification Requirements" specified under point no. 4 in this document can request tender document and participate in the bidding process by submitting the Expression of Interest (EOI) Letter along with the Tender Fee Payment Details to the contact details mentioned below not later than the deadline specified below. Request for extension of EOI submission date will be not entertained.
- b. **Interested bidders should submit the Expression of Interest (EOI) letter and tender fee payment details to below mentioned email addresses:**
 - Mails shall be addressed to (To): vinod.singh@tatapower.com
 - Must Mark a copy to (Cc): aseemkumar.joshi@tatapower.com
 - [For technical queries please contact Mr. Ravi Prakash \(9099001905\)](#)

EOI/ requests without complete information and communication as above within deadline shall be liable to be rejected and will not be considered further.

- c. Tender Fee, as indicated in the Table 1 above may be paid through **NEFT** as per details for payment of Tender Fee given in Table 2 below:

Table 2

Details for payment of Tender Fee:	
Bank details for submitting Tender fees through bank transfer / NEFT:	Beneficiary Name: TATA POWER CO LTD Bank Name: STATE BANK OF INDIA A/c no: 30545457373 IFS Code: SBIN0009995 A/c type: CURRENT ACCOUNT Branch Name & Address: CAG BRANCH, NEVILLE HOUSE, 23 J N HEREDIA MARG, BALLARD ESTATE, MUMBAI-400001
Deadline for tender fee payment and submission of EOI:	26th Oct 2026, CoB

- d. **Expression of Interest letter to be submitted along with tender fee payment details should include the following details:**
- A covering letter duly stamped and signed by an authorized signatory clearly indicating the Tender Reference number and your EOI to participate in the tendering process.
 - Tender fee payment details / reference number (ensure that tender fee is received by us within specified deadline)
 - Bidder to indicate authorized person name, contact number and e-mail id (mandatory) of the person to whom RFQ / tender and all other communications to be addressed for this tender.
- e. Detailed Bid Document (also referred as RFQ) shall be issued through Tata Power e-tender portal (Ariba System) only to the parties submitting a valid EOI as per the terms mentioned in this document.

4. BIDDER PRE-QUALIFICATION REQUIREMENTS:

Interested parties to note that Bidder shall be required to fulfill the following bidder pre-qualification requirement / criteria to qualify for the subject work. Bidder will be required to submit relevant supporting documents to demonstrate their qualification during the bid submission stage against Tender document / RFQ and bidders not found meeting the pre-qualification requirements given below will be disqualified from the tender.

4.1 TECHNICAL REQUIREMENT:

4.1.1 The bidder shall have a minimum of 5 years of experience in elevator/lift maintenance services.

4.1.2 The bidder shall have experience in executing Elevator AMC (Annual Maintenance Contract) works, including maintenance activities as per the specified scope, and shall possess the necessary approval/authorization from the Department of Lifts & Escalators, Government of Gujarat, wherever applicable.

- 4.1.3 The bidder shall submit a reference of at least 01 Purchase Order/Work Order for execution of elevator/lift maintenance services in the State of Gujarat, along with satisfactory performance/completion certificates, wherever available.
- 4.1.4 AMC shall be awarded to an experienced, Government-approved/authorized agency having proven experience in carrying out similar elevator/lift maintenance works. The agency shall have adequate technical, financial, manpower, and execution capabilities to undertake maintenance of the lifts/elevators listed in the plant area..
- 4.1.5 Bidder shall ensure full-time availability of maintenance support at site for carrying out elevator maintenance activities and attending breakdown/emergency requirements..
- 4.1.6 For execution of the work, the bidder shall deploy at site one Master Technician along with one Helper during the maintenance activities, supported by an experienced technical and commercial team from the Head Office. The site-deployed team shall have a minimum of 5 years of relevant experience in similar elevator/lift maintenance works.
- 4.1.7 The deployed technician shall have more than 2 years of relevant experience, along with a valid ITI certificate in the relevant trade. The technician shall be trained and competent to carry out work at height involving elevators, hoists, cranes, and similar equipment, and shall possess all necessary safety training certificates and competency certificates, as applicable..
- 4.1.8 Bidder / Tenderer should preferably certify with ISO 9001 / ISO 14001 / ISO 45001 or must give an undertaking for their willingness to obtain the same within 2 months of qualification for the work.

It may be noted that the above requirements are minimum qualification criteria. However, Tata Power reserves its right to further assess the capabilities of the parties and reserves its rights to further shortlist, accept or reject any party without assigning any reason

4.2 FINANCIAL REQUIREMENT:

Bidder / Tenderer should have minimum Average Annual Turn-over of Rs. 50 Lakhs (Indian Rupees fifty Lakhs only) during the last 3 financial years (**Attach Certificate from Chartered Accountant in this regard**)

It may be noted that the above requirements are minimum qualification criteria. However, Tata Power reserves its right to further assess the capabilities of the parties and reserves its rights to further shortlist, accept or reject any party without assigning any reason.

5. BID SECURITY / EMD:

Interested parties to note that Bidder will be required to furnish a Bid Security along with their Bid, in the format prescribed in Bid Document **in the form of Bank Guarantee or Demand Draft or RTGS**, for an amount as defined in the covering page of this notice document. Bids not accompanied by an acceptable Bid Security shall be rejected by the Owner as being non-responsive and returned to the bidder without being opened.

Interested parties to note that Bid Security is not required with the EOI and it is required to be submitted with the Bid only during Bid Submission stage once RFQ is released to the interested parties that have submitted a valid EOI.

6. BIDDING PROCESS:

Detailed Bid Document (also referred as RFQ) shall be issued through Tata Power e-tender portal (Ariba System) only to the parties that submitted a valid EOI as per terms mentioned in this document.

Bidder to note that commercials for subject tender may be conducted through e-auction. Detailed bidding and auction process shall be detailed in the RFQ / tender document.