

The Tata Power Company Ltd		OPEN TENDER NOTIFICATION
Tender Reference: CC27VJS001		Document Date: 10 <sup>th</sup> Apr 2026

The Tata Power Company Limited Invites Tender through E-Tender Two-Part Bidding Process from interested bidders for the following package: -

**A. Summary of the tendered package:**

Sr. No.	Description	Tender Reference no.	Bid Guarantee Fee / EMD (Rs.)	Tender Fee (Rs.)	Due Date
For the following package please send mail to Mr. Vinayak Shinde ( <a href="mailto:vinayak.shinde@tatapower.com">vinayak.shinde@tatapower.com</a> ) with copy to Mr. Rameshkumar P N ( <a href="mailto:pnramesh@tatapower.com">pnramesh@tatapower.com</a> )					
1.	OLA for Distribution Transformer repair services at site for Mumbai Distribution	CC27VJS001	2,00,000/-	2,000 /-	5 <sup>th</sup> May 2026

**B. Procedure to Participate in Tender.**

**Following steps to be done before** “Last date and time for Payment of Tender Participation Fee” as mentioned above

1. Non-Refundable Tender Fee, as indicated in table above, to be submitted in the form of Direct deposit in the following bank account and submit the receipt along with a covering letter clearly indicating the Tender Reference number –

Beneficiary Name – The Tata Power Co. Ltd.

Bank Name – HDFC Bank Ltd.

Branch Name – Fort Branch, Mumbai

Address – Maneckji Wadia Building, Nanik Motwani Marg, Fort, Mumbai 400023.

Branch Code – 60

Bank & Branch Code – 400240015

Account No – 00600110000763

Account type – CC

IFSC Code – HDFC0000060

2. Eligible and Interested Bidders to submit duly signed and stamped letter on Bidder's letterhead indicating

Tender Enquiry number

Name of authorized person

Contact number

e-mail id

Details of submission of Tender Participation Fee

<b>The Tata Power Company Ltd</b>		<i>OPEN TENDER NOTIFICATION</i>
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E-mail with necessary attachment of 1 and 2 above to be send to [vinayak.shinde@tatapower.com](mailto:vinayak.shinde@tatapower.com) with copy to [pnramesh@tatapower.com](mailto:pnramesh@tatapower.com) before “Last date and time for Payment of Tender Participation Fee”

Interested bidders to submit Tender Participation Fee and Authorization Letter before Last date and time as indicated above after which link from Tata Power E-Tender system (Ariba) will be shared for further communication and bid submission.

Please note all future correspondence regarding the tender, bid submission, bid submission date extension, Pre-bid query etc. will happen only through Tata Power E-Tender system (Ariba).

No e-mail or verbal correspondence will be responded. All communication will be done strictly with the bidder who have done the above step to participate in the Tender.

Also it may be strictly noted that once date of “Last date and time for Payment of Tender Participation Fee” is lapsed no Bidder will be sent link from Tata Power E-Tender System (Ariba). Without this link vendor will not be able to participate in the tender. Any last moment request to participate in tender will not be entertained.

Any payment of Tender Participation Fee by Bidder who have not done the pre-requisite will not be refunded.

Also all future corrigendum’s to the said tender will be informed on Tender section on website <https://www.tatapower.com> only.

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## Instructions to Bidder (Two bid)

**File Reference: CC27VJS001** (Request to quote the said number in all communication related to this package)

The Tata Power Company Limited (TPCL) invites electronically sealed bid for **“Outline Agreement (OLA) / Rate Contract for Distribution transformer repair services at site for three (3) years in Mumbai Distribution area”**.

Specific Instructions: Following documents form part of RFQ

1. Instruction to Bidders (ITB)
2. General Terms and Conditions Service
3. Agreed T&C (ATC)
4. Scope of work and SLA document
5. Format for Query clarification
6. Price Schedule format
7. Safety Bid document
8. Formats

In case of any technical query, you are requested to contact:

**Mr. R R Pote** [rrpote@tatapower.com](mailto:rrpote@tatapower.com) (Mobile: 9930645775)

### General Instructions:

1. Bid package is issued in the name of Bidder and is non-transferable.
2. Bidder shall acknowledge the receipt of the tender in Ariba within two (2) working days from the Date of issue of this Request for Quotation (RFQ)/enquiry.
3. Bidders shall review the entire tender document (including technical documents) and ensure the given objectives expected herein can be achieved or the technical requirements can be met in totality. Any deviation or substitution must be highlighted in a separate document.
4. Bidder must carefully go through all commercial conditions of contract before quoting the price. Any exceptions pertaining to clauses affecting prices or costs either way must be clearly stated.
5. Bidders **must** get all their queries resolved in the RFQ stage.
6. Any deviation taken by Bidder may lead to rejection of the bid.
7. Bidder shall quote a firm price and shall be bound to keep this price firm without any escalation for any reason whatsoever until they complete the service against the tender.
8. Bidder shall give clear break-up of the basic price and the taxes and duties included in the price quoted.
9. The quantities mentioned in the tender are liable for change.
10. The award against the tender may be split among more than one bidder at the discretion of TPCL.
11. Tata Power reserves the right to accept or reject any or all bids or cancel/ withdraw the RFQ without assigning any reason whatsoever. In such an event, no claim shall be made arising out of such action.
12. Any time prior to the deadline for submission of Bid, Tata Power may for any reasons, whether at their own initiative or in response to clarifications requested by Bidders, modify the enquiry including specification by amendment. The amendment will be notified in writing to all qualified Bidders to whom the RFQ has been issued and will be binding on them. The Bidder shall acknowledge the receipt of the amendment promptly upon the

- receipt of the same. In order to afford Bidders time in preparing of Bid due to amendment, Tata Power may, at his discretion, extend the deadline set for submission of the Bid.
13. Tata Power will not be liable for any expenses whatsoever incurred by the Bidder for the preparation, submission and opening of bids.
  14. Tata Power reserves the right to go for Reverse Auction (RA) for price negotiation and discover the most competitive price on ARIBA portal, Tata Power's official e-tendering platform. This will be decided after techno-commercial evaluation of the bids. Bidders need to give their acceptance with the offer for participation in RA. Non-acceptance to participate in RA may result in non-consideration of their bids, in case Tata Power decides to go for RA.
  15. Only those bidders who are techno-commercially qualified shall be eligible to participate further in RA process. However, the original H1 bidder (whose price bid is the highest post techno-commercial evaluation) shall not be allowed to participate in further RA process provided minimum three techno-commercially qualified bids are available.

**Submission of Offer:-**

**Two bid system:** Bidder shall submit complete bid including list of deviations if any to the Scope of Work and the terms & conditions of the RFQ if any as well as furnish all required and relevant enclosures and submit the same in two different envelopes as under (online in Ariba system):

➤ **Techno-Commercial Bid (Un-priced Bid)**

Vendor is requested to submit (upload in Ariba) the following as part of Technical Bid

1. Refer Job Scope for all Technical submissions.
2. Duly filled ATC to be attached.
3. Experience certificates/PO copies.
4. Safety Bid document and supporting files.

➤ **Price Bid**

Vendor is requested to submit (upload in Ariba) **editable** copy of price bid. Price bid has to be in the format given by Tata Power.

**Pls refer the ANNEXURE – 1 for Accessing Ariba Sourcing for submitting quotation**

1. Kindly, note that the Technical Bid shall contain no price details and offers submitted with price details are liable for rejection.
2. Price shall be entered only in the template / format provided in the Ariba system. The documents submitted along with the technical offer will also contain the undertaking that the authorised personnel are making this bid submission.
3. The bidder shall sign its proposal with the exact name of the entity to which the contract is to be awarded. Each page of the bid shall be duly signed and sealed by an authorized officer of the bidder's organization.
4. The bid must be kept valid for **180 days** from the date of bid submission. In exceptional circumstances TPCL may solicit the bidders' consent for an extension of the validity period.

**Instructions to Bidder (Two bid)**

5. Last Date of Receipt of Queries may be raised in writing by prospect bidders in order to understand Scope of Work specified in the Tender / RFP Document in case of complex requirements, seek clarity regarding spirit of various provisions specified in the Tender / RFP Document or request necessary modifications to the Tender / RFP Document.

For any clarification or queries associated with accessing the tender or submission of the offer please get in touch with Mr Vinayak Shinde at the contact details mentioned below.

**Mr. Vinayak Shinde** (Lead Engineer – Corporate Contracts)

The Tata Power Company Limited, Sahar Receiving Station,

Near Hotel Leela, Airport Road, Andheri (E), Mumbai 400059, Maharashtra, India

**Mobile: 9029001432**

Email: [vinayak.shinde@tatapower.com](mailto:vinayak.shinde@tatapower.com) Website: [www.tatapower.com](http://www.tatapower.com)

Pre-Bid Queries if any has to be sent through compose message in Ariba System. Pre-Bid Query has to be sent only in the Query / Clarification / Deviation (QCD) Format in editable format	:	<b>24.04.2026</b>
Date for Tata Power to respond to the Queries	:	<b>28.04.2026</b>
Due date and time for submission of bids (if extended, it shall be communicated accordingly)	:	<b>05.05.2026</b>

6. Bidders are advised to upload the offers well before the due date so that any technical problems in doing so are addressed prior to the bid submission date and time. In electronic offer submission, the bidder will not be able to upload the offer after the due date and time of submission of bids and hence will not be eligible for further participation. TPCL shall in no way be responsible for this eventuality.
7. The bids will be evaluated by TPCL based on the information asked in this tender and those submitted by the bidder. TPCL may at its discretion ask the bidder for a clarification of its bid for evaluation and comparison of bids. The request for clarification and response should be in writing and no change in the price or substance of the bid shall be permitted unless asked for by TPCL in writing.
8. **Bidder Pre-Qualification Requirement (PQR):**  
Interested parties to note that Bidder shall be required to fulfil the pre-qualification requirement / criteria mentioned below in order to qualify for the subject tender. This is the same PQR that was mentioned in open tender advertisement as well. Bidder will be required to submit relevant supporting documents against each criterion to demonstrate their qualification during the bid submission stage. Bidders not found meeting the pre-qualification requirements given below will be disqualified from the tender.

<b>To be filled by Tata Power</b>			
<b>Sr No</b>	<b>Parameter</b>	<b>Tata Power Requirement</b>	<b>Documents to be submitted by vendor to ascertain meeting of Pre-Qualification Requirement</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
(A)	Bidders Technical Capability to handle jobs detailed in the tender	<p>Bidder should have minimum 3 years work experience with various utilities for providing Transformer services at all voltage levels 33 kV, 22 kV, 11kV, 6.6kV in Distribution sub stations.</p> <p>Bidder should have valid electrical contractor &amp; supervisor license.</p>	<p>Bidder to submit list of jobs and major order(s) executed including order copies (experience certificate validating the requirements).</p> <p>Bidder shall submit relevant documents meeting the desired criteria.</p>
(B)	Qualification	<p>Bidder's staff shall have minimum qualification in Transformer repairs &amp; commissioning as per the following:-</p> <ol style="list-style-type: none"> <li>1. Supervisor should be B.E. with 2 years work experience OR Diploma with 3 years work experience.</li> <li>2. Skilled technicians shall have ITI / Wireman license.</li> </ol> <p>Tata Power reserves the right to assess the person prior to carrying out the required services.</p>	<p>Bidder to submit the list of manpower with qualifications &amp; experience certificate during bid submission.</p>
(C)	Material / Services	<ol style="list-style-type: none"> <li>1) Material provided during replacement of Bushing / Accessories / Gasket etc shall be as per IS standards &amp; will be approved by Tata Power.</li> <li>2) Bidder should submit list of test instrument(s) calibrated from NABL accredited labs for testing of Transformers.</li> </ol>	<ol style="list-style-type: none"> <li>1) Bidder shall submit documents during bid submission, certifying Make, Type etc of material to be supplied.</li> <li>2) Bidder shall submit calibration certificates &amp; records maintained certifying Make, Type etc of the test instruments.</li> </ol>
(D)	Safety	<p>The said package being High Risk Service job will undergo detailed Safety Evaluation. Bidder will have to qualify in various aspects like requirement of safety officer, Tata Power skilled Development Institute (TPSDI) trained workmen, Certifications etc</p>	<p>Documents required for Safety Evaluation will be shared along with detailed RFQ. Bidder need to provide necessary documents to get qualified in Safety evaluation.</p>

## Instructions to Bidder (Two bid)

(E)	Capability of Handle Job financially if awarded	Average Annual Turnover of the bidder for last 03 years shall not be less than INR 150 Lakhs.	Profit and Loss statement, Balance Sheet, Cash flow Statements for the three preceding financial years duly audited and approved by Authorized Audit Firm/ CA.
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**9. Bid Security / EMD:**

Bidder is required to furnish a Bid Security along with their Bid, as a Bank Guarantee (in the format prescribed in this tender) for an amount of **INR 2,00,000/-** (Indian Rupees Two Lakhs Only). 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.

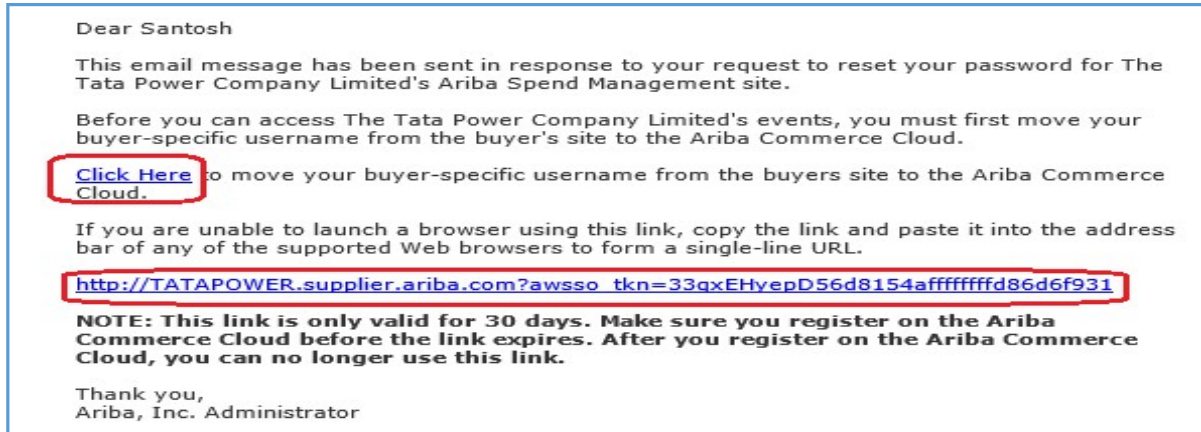
10. The bid package document shall remain the property of the Company.

## ANNEXURE 1 –

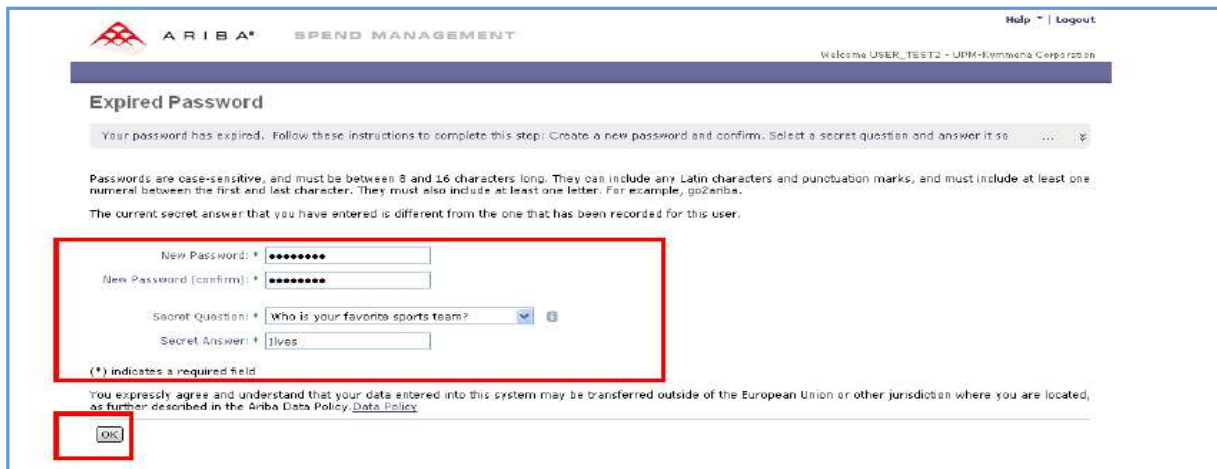
### 1. Accessing Ariba Sourcing

**Step 1:** You will get an invitation to your email from Ariba System. Keep this email, it contains your login Information and a direct link to Ariba.

**Step 2:** Click “Click Here” to access the Ariba Web Site.

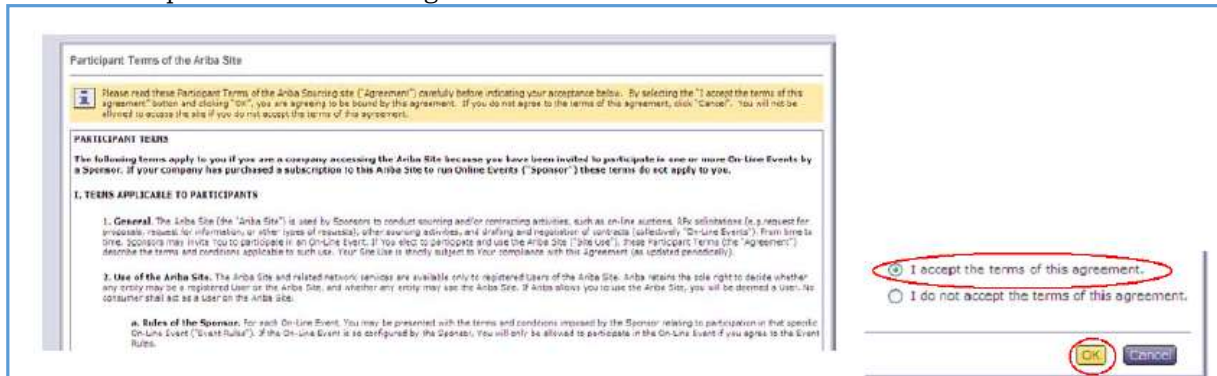


**Step 3:** Define your password and secret question. Click “OK”



**Step 4:** If it's the first time you are invited to use UPM Ariba, you'll need to accept the “Participant Terms”.

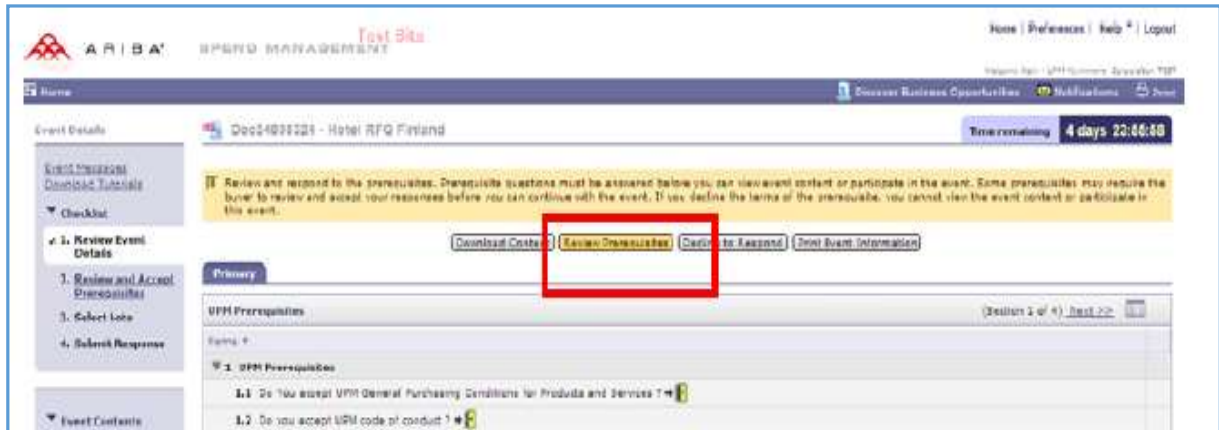
Select “I accept the terms of this agreement”. Click “OK”.



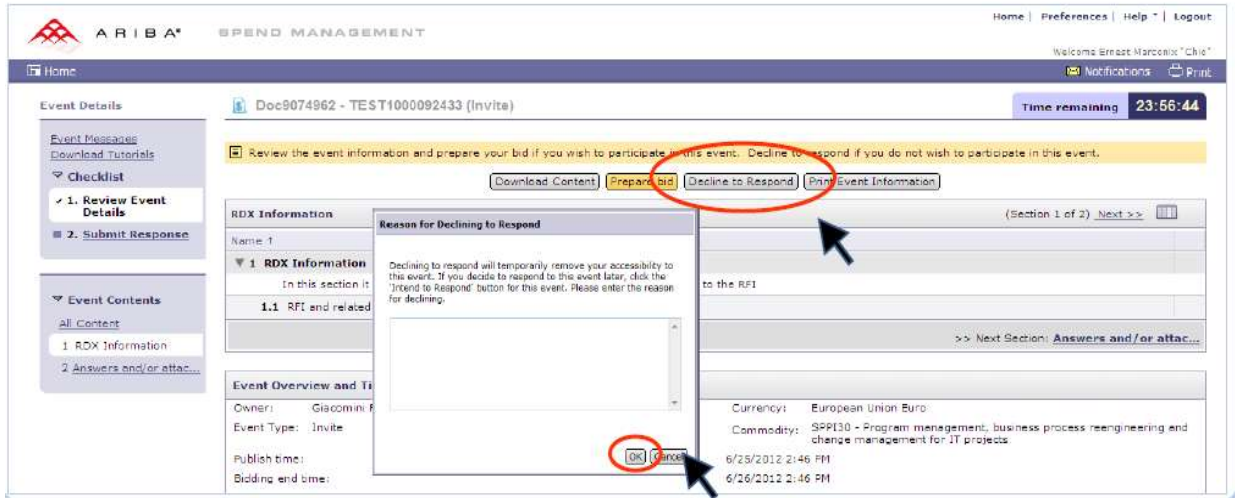
## 2 Submitting Your Answers / Proposal

### 2.1.1 Review and Approve “Prerequisites”

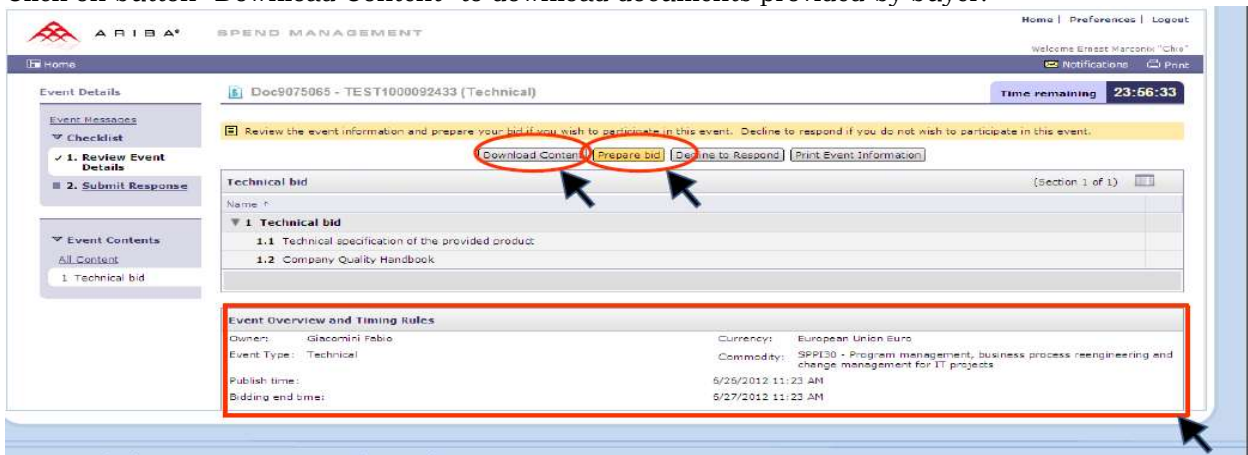
**Step 1:** Click “Review Prerequisites”



If you do not want to submit a bid, please click on the "Decline to respond" and then fill in the reason and click OK.

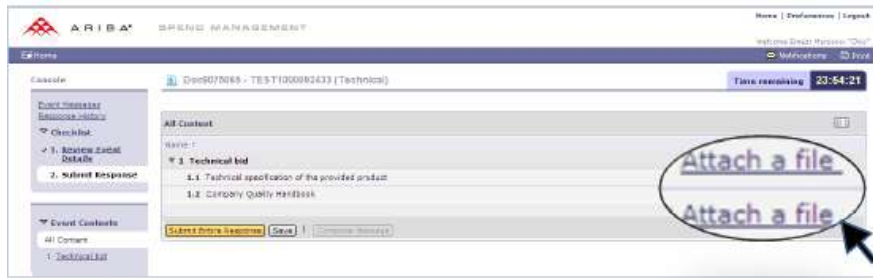


Click on button “Download Content” to download documents provided by buyer.

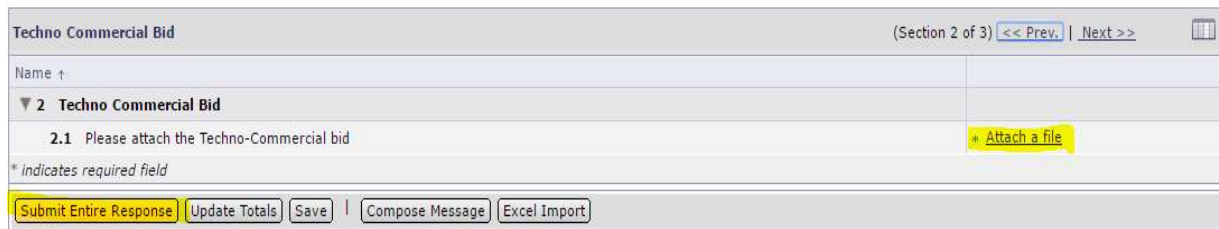


The Tata Power Company Limited **Instructions to Bidder (Two bid)**

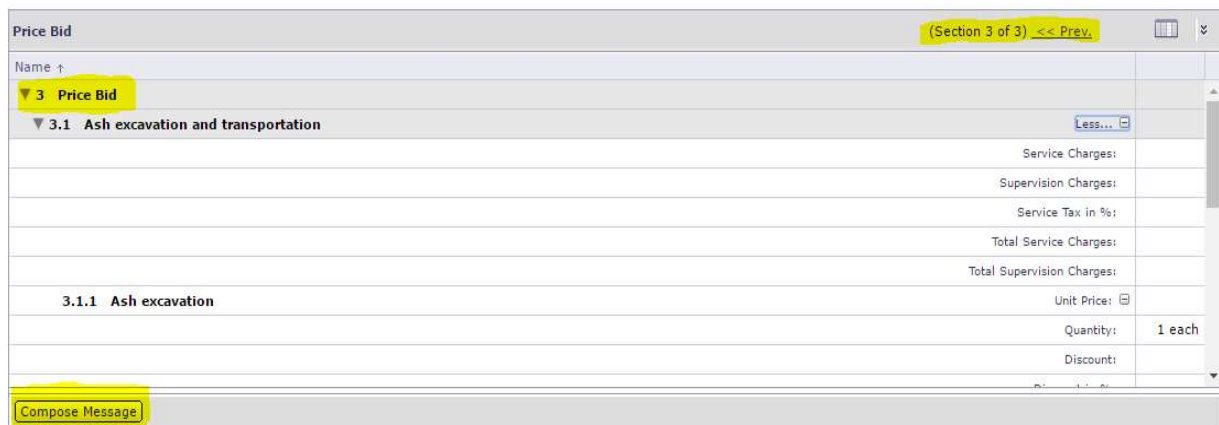
Click on “Attach a file” link and then on button “Browse” to search the documents to be uploaded on the system.



For submitting the Techno commercial offer, you can attached the file.



For submitting the Price bid go for 3 Price bid



The Tata Power Company Limited **Instructions to Bidder (Two bid)**

Name	Price	Quantity	Extended Price	Unit of Price
<b>1 Supply Total</b>			7,500.00 EUR	
Please indicate the unit price for each item				
<b>1.1 Power Packs</b>	100.00 EUR	50 each	5,000.00 EUR	per 1
Please indicate the unit price for power pack				
<b>1.2 Retaining Rings</b>	500.00 EUR	5 each	2,500.00 EUR	per 1
Please indicate the unit price for retaining ring				

Click on button “Save” to save the offer and send it afterward **or**

Click on button “Submit Entire Response” and then on “OK” to send the offer

**Submit this response?**  
Click OK to submit.

Remember! If necessary you can review and modify your response till the event deadline by clicking on button “Revise Response”

Doc9075069 - TEST1000092433 (Economic) Time remaining 23:50:38

✓ Your response has been submitted. Thank you for participating in the event.

Name	Price	Quantity	Extended Price	Unit of Price
<b>1 Supply Total</b>			7,150.00 EUR	
Please indicate the unit price for each item				
<b>1.1 Power Packs</b>	95.00 EUR	50 each	4,750.00 EUR	per 1
Please indicate the unit price for power pack				
<b>1.2 Retaining Rings</b>	480.00 EUR	5 each	2,400.00 EUR	per 1
Please indicate the unit price for retaining ring				

Q :- What to do if you have a problem during the e-bidding?

If you have any problem related the system: - **Call first Tata Power e- bidding / Auction Cell**

➤ **e-bidding/auction Cell details:-**

<b>Core team</b>		
<b>Contact Person</b>	<b>E-Mail Id</b>	<b>Contact Details</b>
Ravi Shingare	<a href="mailto:ravi.shingare@tatapower.com">ravi.shingare@tatapower.com</a>	9029004168

**Q** Communicating with Tata Power Auction team during auction

**Step 1:** Click “Compose Message”.



**Step 2:** Compose Your Message and click “Send”.

## Scope of Work

### DISTRIBUTION TRANSFORMERS SERVICES AT CONSUMER SUB STATION AND STORE

#### CONTENTS:

1. SCOPE OF WORK
2. TECHNICAL SPECIFICATIONS AND CONDITIONS
3. SERVICES
4. TOOLS, TACKLES & SAFETY APPARELS
5. TOOLS AND OTHER ITEMS
6. ACCEPTABLE MAKES OF TRANSFORMER ACCESSORIES
7. SUPERVISION
8. SAFETY
9. MEASUREMENT OF WORK & GUARENTEE
10. SPECIAL CONDITION OF CONTRACT
11. CONTRACTOR'S PERFORMANCE EVALUATION & PENALTIES

#### **1. SCOPE OF WORK**

- 1.1 This tender is for emergency and plant service jobs related to various types of power and distribution transformers for Mumbai distribution business.
- 1.2 The site for Transformer overhauling will be at Tata power's consumer substation OR Tata Power store & will be within Mumbai City area, Kalyan, Ambernath, Mira Road, and Bhayandar.
- 1.3 The vendor will be responsible for proper Housekeeping within working premises and co-ordination with Tata Power Engineer for all site related issues, till all equipment are energized.

#### **2. TECHNICAL SPECIFICATIONS AND CONDITIONS:**

- 2.1 The work must be carried out as per Tata Power's Standard & Procedures or as advised by Tata Power Engineers.
- 2.2 Vendor needs to refer preferred manufacture list while replacing any defective part of transformer. If approved make item is not available during activity, vendor can use equivalent part which is available in market by obtaining prior permission from Tata Power engineer.
- 2.3 Pl refer Manufacture list which is attached in Sr no 5.

#### **3. SERVICES**

- 3.1 It is likely that some of the major jobs will be carried out in 2 shifts. It shall be the duty of the Vendor to ensure availability of his manpower on the job location (if required in shifts or extended working hours) as per the requirement of the job/activity.
- 3.2 Security of materials, tools and equipment at site will be vendor's responsibility. In case of any theft from site, the vendor will have to bear the replacement cost of the missing item.
- 3.3 Mostly, transformer overhaul jobs are pre-planned, however based on emergency at site, vendor needs to send manpower as & when basis at site on call given by Tata Power engineer.
- 3.4 Mobilization to be done as soon as possible / as desired by Order Manager. Contractual period will be as follows---**

Mobilization within 6 hours for emergency work and within 3 days for planned job.

3.5 No charges will be paid for inspection/ Job assessment/ Discussion meetings.

Charges applicable for execution are as follows:

3.5.1 8-hour 1 shift (Minimum)

3.5.2 8 to 12 hours 1 and half shift

3.5.3 12 to 16 hours 2 shifts

**Please note that all the service rate quoted have to be inclusive of lodging, boarding and other misc. expenses. Apart from GST no extra charges will be paid for any of the line items.**

#### 4. **TOOLS, TACKLES & SAFETY APPARELS**

All the tools required for execution of job will have to be supplied by vendor. Vendor's tools will have to be declared at the gate with proper challan and certified by the gate security personnel to enable issue of exit gate pass after the job is completed. It may not be possible to issue exit gate pass for the equipment in the absence of these documents. The vendor shall take his materials outside the Company's premises with valid gate passes only.

Vendor should carry out Job Hazard analysis for every site and take the necessary precautions. For working in areas other than operational areas, vendor should ensure that non-operational area work permit is obtained from the concerned site engineer and it is validated everyday till the completion of work.

Vendor should use Standard PPEs like proper colored helmets, safety shoes, gumboots with toecaps, safety belts, etc. as per the site requirements.

The vendor shall make his own arrangements for transporting all material required for the work, within the premises of the Company.

In case of working on live system, Tata Power's site engineer/supervisor will identify the live equipment on which job needs to be carry out. After obtaining necessary outages and confirming the system is not charge, he will hand over the same to contractor for further work. The identified equipment / system will be marked with a red tape and the vendor will be issued work permit, authorizing him to start the work.

In case of the work in operational area, Vendor will take extreme care to avoid any occurrence and he will make his manpower aware of the safety hazards.

In case of the work in public places, the care will be taken to comply with MCGM/Traffic rules and to cause minimum inconvenience to the people.

#### 5. **TOOLS AND OTHER ITEMS**

##### **VENDOR SCOPE OF SUPPLY:**

Vendors are required to procure and maintain necessary tools required for transformer overhauling, Generator set for lighting if work extended in night, Tool Box Talk Register, Ladders and such other materials as may be required in adequate quantities for the work.

The service worthiness of all these tools will be certified by Tata Power site engineer or supervisor before start of execution and if not satisfactory the contractor will not be allowed to start.

Protection and safe custody of these materials will be vendor's responsibility. The vendors are advised in their own interest to insure the materials while being stored by them against theft, pilferage and damage due to any cause whatsoever. Any loss in this regard shall be made good by the vendor.

Along with tools, vendor needs to procure & erect following items as per requirement of transformer & confirmation by Tata Power Engineer.

**6. ACCEPTABLE MAKES OF TRANSFORMER ACCESSORIES:**

The Vendor may use the following makes of accessories.

6.1 As per the table below.

6.2 Original make of the accessory being replaced.

Any deviation in make of bought out items or items not mentioned in the list shall be subject to approval of Tata Power.

Accessories	Acceptable Make
OLTC	OLG
	CTR
	BHEL
	Easun MR
Conservator Oil Preservation System (Air Cell)	Swastik
	Rubber Products
	Pronal
	Unirub
	Sukrut Electric
PRD (Pressure release devices)	Qualitrol
	Sukrut Udyog
	ATVUS
	Easun MR
	ABB-COMMEM
SPR (Sudden Pressure Relay)	Qualitrol
	Easun MR
	ABB Components
	ATVUS
OSR (Oil Surge Relay)	Qualitrol
	ATVUS
	Sukrut
	Instrument & Control
	Press N Forge
	Easun MR
Breather	Anusen Industries,
	Instrument & Control
	Ashish Enterprises
	Yogya Enterprises
Buchholz Relay (REED Type)	ATVUS
	Sukrut
	Qualitrol
	Instrument & Control
	Press N Forge
	CEDASPE with magnetic reed relays

Fan	Marathon
	CGL
MOG (Magnetic Oil Gauge)	Sukrut Udyog
	Qualitrol
	Yogya Enterprises
	Press N Forge
	Transequip
	ATVUS
MCBs	Siemens
	MDS
	GE
	L&T
	Schneider
	ABB
Insulators	WS Industries Ltd.
	CJI
	IEC
	Tekmek
	BHEL
Radiators	CTRL, Pune
	TTP Bangalore
	Hitech
Selector Switches	Kaycee
	SIEMENS
Tap Position Indicators	Radix
	Pradeep Sales
Terminal Blocks	Elmex
	Connectwell
Terminal Connectors	Milind Engineering
	Exalt Engineering
	PEEVEE ENGG.
	VINAYAK & CO.
	KLEMMEN ENGG.
	NOOTAN ENGG. WORKS
WTI / OTI	Precimeasure
	Perfect Control
	Pecon
Resistance Temperature Detectors (RTDs)	Radix
Oil Level Indicator / Oil Flow Indicator	Sukrut, Pune.
	ATVUS
FOP based Heat Sensor System	Lumasense
	Qualitrol
	FISSO
INSULATING OIL	APAR LTD.

	SAVITA OIL TECHNOLOGY
	Gandhar oil
	Columbia Petrochemicals Ltd.
	Pannama
GASKETS SRBC SHEET	TAL BROS
	CORTICA
	PACKING & JOINTING,
	NUCARK
	INDIAN CORK IND.,
	BHARAT CORRUB INDUSTRIES,
NITRIL RUBBER CORD	BOMBAY OIL SEALS CO.
	INDIAN RUBBER PROD.
CARBON STEEL PIPES (ERW/SEAMLESS)	M/S JINDAL, INDIA
	M/S TATA STEEL
S S PLATES	JINDAL, INDIA
	SAIL, INDIA
GATE & GLOBE VALVE	MANNIXON INDU.CORP.
	LEADER ENGG.,
	EPEN Joseph & Co.
	FS Engineers
	Multimode Equipments Pvt. Ltd.
	GG Valves Pvt. Ltd,
	ATVUS
	Audco
	CRESCENT VALVES
BF VALVE	EAPEN JOSEPH & CO.
	PRECISION ENGG. CORP.
	LEVCON VALVES (P) LTD.
OIL FLOW INDICATOR	SUKRUT UDYOG
OFF CKT TAP SWITCH	Paragon
	BHEL
BUSHING HV	BHEL
	Baroda Bushing & Insulators
	Tekmek
	CJI Porcelain
	Genesis
	United Insulation Industries
BUSHING LV	Baroda Bushing & Insulators
	CTR Manufacturing Industries
	Power Tech India
	United Insulation Industries

## 7. SUPERVISION

The vendor shall post full time, a qualified supervisor possessing the knowledge of and capable of controlling all aspects of the activities entrusted to the vendor. The supervisor shall co-ordinate with our site engineer in respect of all activities pertaining to the work.

The vendor will employ skilled worker & will ensure their timely refresher training & certifications.

## 8. SAFETY

- Vendor shall use of all PPE's and safety apparels such as Helmets, safety shoes, hand gloves, full body harness, ladders in proper condition. Availability of fire extinguisher is mandatory.
- All the tools and tackles should have necessary insulation on their handle. Vendor shall use the tools approved by Tata Power, manmade tools shall not be permitted at site.
- All statutory requirements such as ESIC/EPS/PF/ Insurance coverage for working personnel should be fulfilled by contractor before commencement of job.
- Vendor shall follow the safety terms & conditions mentioned in Contractor Safety Code of Conduct & shall submit all documents as per Code of Conduct.
- Vendor shall provide Police verification for his entire workforce prior to deploying them on the job.
- The vendor shall provide orientation/induction training (TPSDI Training) to his entire workforce prior to deploying them on the job & submit the records with certification to Tata Power safety officer on monthly basis.
- The Vendor shall conduct daily tool box meetings & attend quarterly safety meetings as per the requirements of the Project safety plan.
- The Vendor shall ensure proper housekeeping at the work sites; ensure segregation of waste at prior identified locations.
- The vendor shall thoroughly asses the work scope, properly understand the hazards and risks associated with the job and carry out risk mitigation measure.
- The Vendor shall carry out proper safety planning for the work scope involved, which includes but not limited to proper access, proper egress, lay down areas, storage areas, waste disposal, movement of manpower and equipment, inspection schedules of tools, PPE, gas cylinders etc.
- The vendor shall ensure deployment of skilled and competent personnel for Transformer Overhauling.
- The Vendor shall obtain work permits from Tata Power prior to starting the job.
- The Vendor shall ensure that all of his workforce working at heights are specifically trained and have been medically certified.
- The vendor shall ensure that their workforce shall use proper scaffolds of approved quality and not using temporary work platforms.
- Vendor shall ensure that his entire workforce is provided with approved PPE such as Gum boot with steel toe, safety shoes, helmet, reflective jacket, leather gloves etc. If contractor fail to provide, Tata power provide the PPE & will debit the PPE amount + 20% extra from the bill.
- The Vendor shall comply with the Safety, Health & Environment requirements stated in Tata Power safety plan.

- Vendor shall provide a detailed breakup of his estimate for compliance to safety as per the requirements of the Project Safety Plan
- Vendor shall report the unsafe act/ condition/ near miss to Tata power. Proactive reporting will be rewarded as per Reward & recognition policy for contractors.
- Any safety violations shall be treated as per the consequence management policy
- Vendor shall send their supervisor at Tata power to attend 1-day supervisor's training on supervision at TPSDI for safety before deploying supervisor at site.
- Vendor shall submit the monthly safety report containing man-days worked safety training record, incident statics to Tata Power before 5th of every month.
- Vendor shall provide the drinking water to his workforce during the work & test report of drinking water shall be submitted to Tata power on every quarter.
- Vendor shall provide first aid box & fire extinguisher (type ABC 5kg) at site.
- Vendor shall conduct an emergency mock drill at each working site or once in a month & submit the mock drill report to Tata Power.
- Vendor shall adopt any other safety instructions given by Tata Power on time to time.

#### **8. MEASUREMENT OF WORK & GUARANTEE**

You & Tata Power Company shall jointly measure the actual quantities of work done against each item, as per standard mode of measurements, within a week of completion of work, & field measurements shall be duly approved by TATA POWER COMPANY.

Orders against this contract will be released by Divisional Head /Departmental Head. All future correspondence regarding this Order shall be addressed to the above-mentioned person. Also, bills to be submitted to the above-mentioned person.

The job executed by you & brought out items installed on transformer should give trouble free service for 1 years. If any component fails within time frame, vendor will complete replacement at free of cost.

**Guarantee Period will be 1 year from completion of job and transformer taken in service. Guarantee will be limited to material supplies/work done**

## 9. ANNEXURE I

### Special Condition of Contract

#### Special Conditions of Contract for Transformer overhauling Services

1. The jobs of Electrical Services will be anywhere within Mumbai License Area. Vendor will have to work at consumer premises, various Consumer Sub Stations, Distribution Sub Stations & Receiving Sub Stations, Public places like roads, gardens and any other place as suggested by Tata Power.
2. Vendor shall be prepared to work 24X7 depending the nature of job as may be instructed by Site Engineer.
3. The Vendor shall have minimum 3 years of experience of working with Utilities in Metro Cities for transformer overhauling jobs.
4. Vendor shall provide appropriate & adequate safety PPE to all his employees. Over & above instructions from Site Engineer shall be followed for use of specific PPE.
5. Vendor shall ensure that all his employees are trained at TPSDI & possess I Cards issued by TPSDI. The requirement is as below

All Employees	Shall possess L1 Training Card
Tradesman	Shall possess L2 Training Card
Supervisor	Shall possess L3 Training Card

It will be responsibility on vendor to ensure that his workforce will acquire above trainings in 15 days from date of him being selected. Upon failing to do so, Tata Power reserves the right to cancel his claim.

6. The vendor shall possess IMS certification covering ISO Standards in QMS, EMS & BS OHSAS.
7. Vendor will have to adhere to Safety guidelines & safety advisories, issued by Tata Power Safety from time to time.
8. Tata Power has developed work instructions and procedures for carrying out activities safely. Vendor's supervisor needs to study these work instructions and complete site activities. Any deviation if required as per site condition, needs to be brought to notice of Tata Power's Engineer before start of activity well in advance.
9. Vendor needs to present Performance report for the job executed with other utilities.
10. Vendor needs to submit test reports / Guaranty cards for brought out items.
11. After completion of overhauling, vendor shall assist to site engineer w.r.t manpower for Quality Inspections of the job.
12. Material & services shall comply with respective specs, BIS codes etc. Site Engineer decision will be final & binding on all contractors
13. Vendor shall make arrangements for drinking water to the people working at site.
14. Vendor shall issue photo I Cards to all his employees.
15. The vendor shall provide an undertaking that he shall follow all the statutory norms required for the work he will be executing with Tata Power Cos. Ltd.

## 10. ANNEXURE II

ANNEXURE: II					
Contractor's Performance Evaluation & Penalties					
Sr no	Marks	Attributes	Marks allotted ( A )	Weightage ( B )	Net marks ( A * B )
1		Quality of execution		50%	
a	10	Housekeeping at site-during the job		0.5	
b	30	Quality of work execution as per specifications		0.5	
c	10	Site management by competent supervisor		0.5	
d	10	Re-work/Damages due to bad workmanship		0.5	
e	15	Adhering to time schedule		0.5	
f	15	Quality of material used		0.5	
g	10	Skill of manpower		0.5	
2		Mobilization as desired by Engineer Penalty may be applied by Tata Power Engineer for failure to mobilize within 2 days for emergency cases and 5 days for planned jobs		20%	
a	50	Deployment of sufficient Manpower and equipment at site		0.2	
b	50	Speed of Mobilization at site with safety as first priority		0.2	
3		Project administration		30%	
a	20	Timely submission of bill (within 7 days of work completion)		0.3	
b	20	Completeness & correctness of bills		0.3	
c	20	Safety Record Keeping & on the job training of manpower		0.3	
d	40	Statutory compliance		0.3	
				<b>Total marks out of 100</b>	
		<b>Payment would be made to the contractor as per the following criteria:</b>			
		Marks scored out of 100 for the job being paid	Financial Penalty as % of bill amount		
		90 to 100 marks	NIL		
		85 to 89 marks	0.5%		
		80 to 84 marks	1%		
		70 to 79 marks	1.50%		
		60 to 69 marks	2%		
		Less Than 60	<b>5 % &amp; appropriate action will be taken as decided by Management</b>		









