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ZODHA/SEC/2024-25/106A

Dated -03.09.2024

NOTICE FOR ENGAGEMENT OF VENDOR FOR ELECTRICAL AUDIT AND ENERGY AUDIT OF VARIOUS BRANCHES/OFFICES UNDER ZONAL OFFICE, DHARAMSHALA

SEALED QUOTATIONS ARE INVITED FROM COMPETENT VENDORS HAVING SOUND TECHNICAL CAPABILITY FOR ELECTRICAL AUDIT OF ZONAL OFFICE & BRANCHES UNDER ZONAL OFFICE, UCO BANK, DHARAMSHALA.

DETAILED TERMS & CONDITIONS

1. Eligibility Criteria of the Vendor

a) Applicant can be individual / organization.

b) Applicant should have at least two years' experience in undertaking similar work (preferably for multi-storied buildings) in Banks/ Govt/Public Sector/reputed private sector organizations.

c) Applicant should possess the valid Electrical Energy Auditor license. Photocopy of

such license should be submitted with the application.

2. Procedure for submission of Quotation

Quotation should be submitted in two Parts in two separate sealed envelopes super scribing Part-I (Technical Bid) and Part-II (Financial Bid), which are to be put in another sealed envelope, super scribing 'Application For Electrical Audit' of Bank's Branches under Dharamshala Zone, Himachal Pradesh.

Quotation should be addressed and submitted to Zonal Manager, UCO Bank, Zonal Office, Dharamshala, VPO Shyamnagar, Tehsil Dharamshala, Distt. Kangra, H.P.- 176215.

3. The scheduled of entire process shall be as under

1	Date of Issue of Notice	03.09.2024
2	Last Date & Time of Submission	25.09.2024, 1600 hrs
	of Sealed Quotation	
3	Date & Time of opening of	26.09.2024, 1200 hrs
	Technical Bid (for the vendors	
	qualified in technical bidding)	
4	Date & Time of Opening of	26.09.2024, 1600 hrs
	Financial Bid	
5	Address for Submission of Bid	Security Department, UCO Bank Zonal Office
	and other general	Dharamshala, Shyam Nagar, Dharamshala, H.P-
	correspondence	176215.
		Contact - 7415536000.

4. The Part-I & Part-II of the bid must contain the following documents

- a) Part-I of Bid, super scribing "PART-I (Technical Bid for Engagement of Vendor for 'Electrical Audit')", should contain
 - (i) Application in Bank's prescribed format as per Annexure-I
 - (ii) All relevant documents as mentioned in the Annexure-I
 - (iii) A letter from the applicant towards acceptance of scope of services and terms & conditions as mentioned in Annexure-II

There should not be any indication of price/rate/charges in Part-I of the tender. Conditional tenders will not be accepted.

b) Part-II (FINANCIAL BID): Quotation should be submitted in separate sealed cover, super scribing "PART-II (Price Bid for Engagement of vendor for 'Electrical Audit')". Part-II of quotation must contain the price bid i.e the average charges of electrical audit per Branch and charges of electrical audit for Zonal Office in prescribed format given in Annexure-III. (Our Bank has some small Branches having carpet area 700-800 sq. ft in a single floor and at the same time having large branches/offices having carpet area of up to 7000 sq. ft with multiple floors. Branches may be visited by you prior to submission of quotation. At present there are total 70 branches/offices under Zonal Office Dharamshala spread in Kangra, Hamirpur, Una, Bilaspur, Mandi, Kullu, Chamba and Lahaul Spiti Districts of Himachal Pradesh.

c) Evaluation Criteria for arriving at L1 price:

Evaluation of offers will be done on cumulative figures of the rates quoted in Annexure-III for branches i.e., total amount for 67 Branches + LDM Office + amount quoted for Zonal Office as per annexure I. Quotation not received in two parts (Part-I & Part-II) in separate envelopes will be summarily rejected.

5. Applicants can email to zodrmshala.sec@ucobank.co.in till 25.09.2024 for any quarries/clarifications







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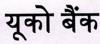
ANNEXURE-I

APPLICATION FORMAT FOR ENGAGEMENT OF ELECTRICAL AUDITOR FOR VARIOUS BRANCHES UNDER ZONAL OFFICE, DHARAMSHALA

S.No.	<u>Particulars</u>	
1.	Name of Applicant	
	(Company/Firm/Individual/Agency)	
2.	Registered Address of the	
	Applicant with Telephone No., Mobile number & E-mail ID	
0	Address of the Applicant in	
3.	Himachal Pradesh (If any) with	
	Telephone No., Mobile & E-mail ID	
4.	Year of Establishment	
5.	Status of the Applicant (whether	
J.	Proprietary/Private Ltd./Public	
	Limited/Co-operative	
	Society/Public sector/Autonomous	
	body/Govt. Department): (Enclose copies of relevant	
	(Enclose copies of relevant documents)	
	docomentaj	
6.	Name of Proprietor/ Directors/	
	Partners/Controlling body	
7.	Whether registered with the	
	Registrar of Companies/Registrar of Firms/Registrar of Co-operative	
	societies. If so, please mention the	
	number of such registration and	
	date. (Enclose copies of relevant	
	documents)	
8.	Whether registered for GST. If so,	
	please mention the tax registration	
	number and furnish a copy of such registration certificate	
9.	Details of Permanent Account	
J.	Number:	
A STATE OF THE STA	(Enclose photocopy of PAN Card)	
10	Whether empanelled with other PSU Banks/Govt. Deptts. /PSUs	
	PSU Banks/Govt. Deptts. /PSUs /Autonomous bodies. If so, please	
	furnish the following particulars:	
	(Enclose copies of relevant	
	documents)	
	Name of Organization	
	Date of Empanelment Validity Institution	
	• Institution	

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11.	i) Number of Electrical Auditors ii) Electrical Auditor's License No.
	and validity:
	iii) Name of Issuing Authority: (Furnish photocopy of license)

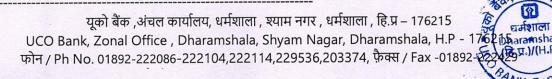
12. Detailed Particulars for the works done in past two years:

Name organization	of	Value of work	Number Buildings	of	Storied	Total Sq.ft	Stipulated completion time

(Enclose copies of relevant work orders)

The particulars furnished in the application are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our empanelment will be cancelled.

Date: Signature with stamp of Applicant



ANNEXURE-II

TERMS & CONDITIONS

GENERAL CONDITIONS:

- The Successful Bidder will be engaged for 'Electrical Audit' of Banks Zonal Office &Branches in Kangra, Hamirpur, Una, Bilaspur, Mandi, Kullu, Chamba and Lahaul -Spiti Districts of Himachal Pradesh.
- 2. The work is to be started in consultation with Security Department & General Administration Department, UCO Bank, Zonal Office, Dharamshala.
- 3. The Successful Bidder will have to carry out the work without making hindrances to other agencies, whose works are likely to be carried out simultaneously at the same site during working period.
- 4. The Successful Bidder will take all measure on the site of the work to protect the public as well as workmen from accidents and shall be bound to bear the expenses of defence of every suit, action or other proceedings at law that may be brought by any persons for injury sustained owing to neglect of the above precautions from their end and to pay compensation to any such persons as per law.
- 5. The Successful Bidder will have to inform the names of their authorized representatives to be deployed at the site during the work, and their working hours and availability at site.
- 6. There will be no escalation of rate during the period of rate contract.
- 7. No space will be provided for site office, labour camps, storage etc.
- 8. Canvassing in connection with tender is strictly prohibited and the tenders submitted by the applicants who resort to canvassing will be liable to rejection.
- 9. No employee of the Bank is allowed to work as a contractor for a period of two years of his retirement from bank service, without the previous permission of the bank. This contract is liable to be cancelled if either the contractor or any of his employees found at any time to be such a person who had not obtained the permission of the Bank as aforesaid before submission of the tender or engagement in the contractor's service.
- 10. No payment will be made towards expenses related to transportation, accommodation, food, site office, labour camps, storage etc.
- 11. The Applicants may visit the Branches with prior intimation before submission of their quotation.
- 12. Bank reserves the right to accept or reject any or all quotation/s without assigning any reason whatsoever.

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-	0	AA	DI	CT	0	N	TI	AA	E.
-	v	٧ı	ГЬ			IV.		ı٧١	E.

Eight weeks from the date of work order.

PAYMENT TERMS:

Payment will be made against invoice after completion of job, subject to compliance of terms of contract and statutory deductions as per Rule.

SCOPE OF WORKS:

Floor wise assessment of luminaries/light fittings (Report to be submitted as per following format):

Type of luminari es/light fittings	No of luminari es/light fittings	of luminari es/light	Total load consum		Remarks (Condition of light fixtures acceptable or Not	
		fittings	Watt	Amp		

Floor wise assessment of Air conditioning system (Report to be submitted as per following format):

Type of Air conditi	No of Air conditi	of Air	load	n of air	improvement,
oning units	oning	ning (TR)	Watt Amp	ning system	

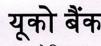
Floor wise assessment of UPS (Report to be submitted as per following format):

No of UPS	Capacity of (KVA)	P-P each	Voltag UPS	e of		N Vo	ltage S		ase rrent	s	Total elect load consi		Neutral Earthing & its adequacy	Protective earthing & its adequacy	Remarks (Condition of machine acceptable or not	Suggestions on improvement, if any
		R	Y	В	R	Y	В	R	Y	В	KW	A				
									30							

Floor wise assessment of electric circuit (Report to be submitted as per following format):

SI.No	Heads	Result	Remarks (acceptable	Suggestions on improvement, if any	
					क्रक, अंचल क्र

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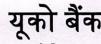


			or Not	
1	Presence of Main switch interlocki if two different supplies are comi to Distribution panel	ng		
2	Availability of correct identification of circuit details and protection devices	on ve		
3	Presence of non-standard (mixed cable colour warning notice at near consumer unit / Distribution board	or		
4	Cables correctly support throughout their run or not	ed		
5	Condition of insulation of live parts			
6	Adequacy of wiring for curre carrying capacity with regard to tay type and nature of the installation	ent he		
7.	Adequacy of protective device type and rated current for for protection	ult		
8	Presence and adequacy of circuit protective conductors			
9	Whether Low voltage cab segregated from medium volta cables			
10	Whether Cables separated segregated from non-electric services	/ cal		
11	Whether proper termination cables at enclosures	of		
12	Connections soundly conductor visit made and under no undue strain conductors			
	adequately enclosed			
	Adequately connected at poor of entry to enclose (glands, bushes etc.,)			
	Condition accessories includ socket outle switches & joint boxes			
13	Other special observations, if any record the results of particular inspections applied			

Floor wise assessment of electrical Panel room (Report to be submitted as per following format):

SI. No	Heads	Result	Suggestions on i improvement, if any
1	Presence of Main switch interlocking		

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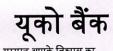




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	if two differen to Distribution	t supplies are coming			
2		correct identification			
2	of circuit detail	ils and			
3		non-standard (mixed)			
		warning notice at or			
		er unit / Distribution			
	board				
4		orrectly supported			
4	throughout the				
-					
5		sulation of live parts			
6		f wiring for current			
		city with regard to the			
		re of the installation			
7		f protective devices,			
	type and ra	ted current for fault			
	protection				
8		adequacy of circuit			
	protective cor	nductors			
9	Whether Lo				
7					
		rom medium voltage			
	cables				
10	The state of the s	ables separated /			
	segregated	from non-electrical			
	services				
11	Adequacy of	f protective earthing			
	conductor				
12		of Neutral earthing			
12	conductor	of Moonal Carring			
10	VA/h a th a r	oper termination of			
13					
	cables at enc				
14	Connections	insulation of			
	soundly	conductor			
	made and	visible outside			
	under no	enclosure			
	undue strain	Connections of live			
		conductors			
		adequately			
		enclosed			
		Adequately			
		connected at point			
		of entry to enclosure			
		(glands, bushes etc.,)			
		Condition of	The same	100	
		accessories including			
		socket outlets,			
		switches & joint			
		boxes			
1.5	Details	No of Panels			
15					
	switch	Rating of panels			
	gear panels				
		Measurement of P-P			
		& P-N voltage of			
		Panels	12.5		
		Measurement of P-P			
		& P-N current of			

धर्मशाला Dharamshala (हि.प्र.)/(H.P.)





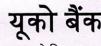
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	Conc	dition of Panels		
	Any	other rvations		
16	Whether method inside the Electroceptable			
17	Total Electrical Load of the Floor	Air conditioning load		
		Light & power load		
18	Whether electrical lo acceptable (give of wise load)			
19	Other special observations of particular inspection separately			

Assessment of Substation (Report to be submitted as per following format): (If sub-station is available)

SI.No	Heads	Result	Remarks (acceptable or Not	Suggestions with new technologically energy efficient, environment friendly, cost benefited air conditioning system
1	Presence of Main switch interlocking if two different supplies are coming to Distribution panel			
2	Availability of correct identification of circuit details and protective devices			
3	Condition of metering equipment			
4	Condition of isolator (where present)			
5	Presence of non-standard (mixed) cable colour warning notice at or near consumer unit / Distribution board			
6	Cables correctly supported throughout their run or not			
7	Condition of insulation of live parts			
8	Adequacy of wiring for current carrying capacity with regard to the type and nature of the installation			
9	Whether Low voltage cables segregated from medium voltage cables			
10	Whether Cables separated / segregated from non-electrical services			
11	Whether proper termination of cables at enclosures			
12	Connections insulation of soundly conductor made and visible outside under no enclosure			

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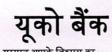


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	CC	onnections of live onductors dequately nclosed		
	Ac cc of	dequately connected at point entry to enclosure plands, bushes cc.,)		
	acin sc sv b	ondition of ccessories cluding ocket outlets, vitches & joint oxes		
13	conductor	rotective earthing		
14	Adequacy of conductor	Neutral earthing		
15	High tension cable	Visit in the second sec		
16	and Low-tension s	veen High tension witch gears		
17	Interlocking between	een Transformers (if		
18	Details Over	No.		
	voltage protection	Rating & make Condition		
		Any other observations		
19	Under voltage protection	No. Rating & make Condition		
		Any other observations		
20	Earth fault protection	No. Rating & make		
		Condition Any other		
21	Short circuit	observations No.		
21	protection	Rating & make Condition		
		Any other observations		
22	Over current protection	No. Rating & make		
	Piotocilori	Condition Any other observations		
23		d of Cables laid ectrical room is		
24	Total Electrical Lo	oad Air conditioning load		

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	Light & power load		
25	Whether electrical load balancing is acceptable (Give details phase wise load)		
26	Other special observations, if any record the results of particular inspections applied separately		

Assessment of Substation switchgears (Report to be submitted as per following format):

No of Brea kers	Capacity of . each breaker 1. Rating 2.make 3.type	ea	Itage		ea	Itage			ase rrents	S	Total electrical load consum n		Neutral Earthing & its adequa cy	Protective e earthing & its adequacy	Condition of insulations	Whether breakers are loaded/under loaded and extant thereof in %	Remarks (Condition of machine acceptable or Not	Suggestions on i improvement , if any
		R	Υ	В	R	Y	В	R	Y	В	KW	A						

Assessment of Transformer if any (Report to be submitted as per following format):

No of Transfor mers	Capacit y of. each Transfor mers 1.	ea	ltage		ea	tage		Pho	ase rrents	•	Total electi load const on		Neutral Earthing & its adequacy	Protective earthing & its adequacy	Condition of insulations	Whether transformers loaded/under loaded and extant thereof in %	Remarks (Condition of machine acceptable or Not	Suggestions on i improveme nt, if any
	Rating 2.make 3.type	R	Y	В	R	Y	В	R	Y	В	KW	A						
															11.0			

Assessment of Elevator if any (Report to be submitted as per following format):

Z 0 0	Capa city of .	P-P Vol	tage		P-N Vol	ltage	. /	Pho	ase rrents		Total electr load consu		Parameters o	of the mot	ors			Neutral Earthing & its adequa	Prote ctive earthi ng & its	Conditi on of insulatio ns	Remark s (Condit ion of	Suggestions on i improveme nt, if any
f E l e v	each eleva tors										on		No	Ca pa city (K W)	Vol tag e	Cur ren t	Cond ition of motor s	су	adeq		machin e accept able or Not	
a t o r s	Ratin g 2.ma ke 3.typ e	R	Y	В	R	Y	В	R	Y	В	KW	A										4

Assessment of Pump (Report to be submitted as per following format):

No of Pump	Capacity of . each pump	P-P Voltage	P-N Voltage	Phase Currents	Total electrical load consumpti	Paro	amete	s of the	pump	motors	Neutral Earthing & its adequa	Prote ctive earthi ng & its	Conditi on of insulati ons	Remarks (Conditi on of machin e	Suggestio ns on i improvem ent, if any
	1. Rating 2.make 3.type				on	Zo	Ca pa city (K W)	Vol tag e	Cur ren t	Cond ition of motor s	C,	adeq uacy		accept able or Not	

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	R	Y	В	R	Y	В	R	Y	В	KW	A							
																		17:18
									-20									
										Mar.			2730	1.4500	- 10 - 200	100		
	1990		537															
	900	8.00		35%	13.00	25						100		3				

Assessment of Earthing system (Report to be submitted as per following format):

Earthing Continuity Testing: This Test is conducted to find out any equipment that has not been earthed properly and in compliance with *Indian Electricity Act 1956, IS-1200 part I and as per IS-3043 of 1966*. It is to be checked with the help of Continuity Testing Meter and Earth Resistance Meter

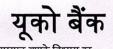
SI. No	Heads	Result	Remarks (acceptable or Not	Suggestions with new technologically energy efficient, environment friendly, cost benefited air conditioning system
1	No of earth pit			
2	Туре			
3	Earthing test report			285 198 to 1
4	Continuity test report			NAME OF STREET OF STREET
5	Condition of total earthing system for the building. (Give detail report)			
6	Neutral Earthing & its adequacy			·
7	Protective earthing & its adequacy			
8	Other special observations, if any record the results of particular inspections applied separately			

Assessment of lighting protection system (Report to be submitted as per following format):

SI. No	Heads	Result	Remarks (acceptable or Not	Suggestions with new technologically energy efficient, environment friendly, cost benefited air conditioning system
1	Number of terminals			
2	Number of down conductors			
3	Continuity of conductor			
4	Condition of the lightning conductor			
5	Joints condition			
6	Testing point on down conductor			
7	Earth conductor condition			
8	Earth resistance			
9	Other special observations, if any record the results of particular inspections applied separately			

Assessment of Diesel Generating Set (Report to be submitted as per following format):

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No of Diesel Genera tor Set	Capacity of . each Diesel Generator Set 1. Rating 2.make 3.type	ea Die	ltage ch esel enera		ea Die	ltage ch sel nera		Pho Cu	ase rrent:	S	Total elect load const on	rical	Neutral Earthing & its adequa cy	Protecti ve earthing & its adequa cy	Conditi on of insulatio ns	Whether Diesel Generator Set over loaded/un der loaded and extant thereof in %	Remarks (Conditi on of machin e accept able or Not	Suggesti ons on i improve ment, if any
		R	Y	В	R	Y	В	R	Y	В	KW	A						

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ANNEXURE-III

PART-II (PRICE BID) FOR ELECTRICAL AUDIT AT UCO BANK'S BRANCHES LOCATED IN HIMACHAL PRADESH

(A) Charges for PER Job (Per Branch)	Rs
(B) Cumulative charges for 67 Branches	Rs
(C) Charges for Zonal Office Dharamshala Rs	
(D) Gross Total (B+C)	Rs
(Rupees in word)
	(Plages enacify)

(GST to be paid extra at applicable rate (Please specify)

Signature of Bidder with company seal