



TENDER-NOTICE

Ref No: ZOND/SEC/TN-2/2022-23

Date: 31.01.2023

UCO Bank Zonal Office, New Delhi inviting tender for Electric Audit of Zonal Office and Branches under New Delhi Zone from competent vendors having sound technical capability. The eligible and interested service providers may submit their financial and technical bid alongwith cost of tender of Rs. 1000/-by way of DD favouring of UCO Bank, Zonal Office, New Delhi in sealed envelope and super scribed as Application for **Engagement of Service Provider for Electric Audit** with **Full address and Contact number** of vendor to the UCO Bank, Zonal Office, Security Department ,5 Sansad marg, New delhi-110001 **on or before 21.02.2023 upto 5.00 PM**. The document can be down loaded from the website (www.ucobank.com) and the Tender Fee of Rs.1000.00(One Thousand only) by way of DD as detailed above may be submitted along with the duly filled in document. The document submitted without the prescribed fee will be summarily rejected. **Tender opening date will be 22.02.2023 at 03.30 PM at Zonal Office, New Delhi.**

The Bank reserves the right to accept or reject any or all the applications without assigning any reasons thereof and their decision of selection will be final.

Sd-

Zonal Head
Zonal Office, New Delhi

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UCO Bank
Zonal Office, New Delhi
5, Parliament Street
New Delhi - 110001

**NOTICE FOR ENGAGEMENT OF VENDOR FOR
ELECTRICAL AUDIT OF VARIOUS
BRANCHES/OFFICES UNDER ZONAL OFFICE, NEW
DELHI**

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



DETAILED TERMS & CONDITIONS

1. Eligibility Criteria of the Vendor

- Applicant can be individual / organization.
- Applicant should have at least three years experience in undertaking similar work (preferably for multi-storied buildings) in Banks/ Govt/Public Sector/reputed private sector organizations.
- 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 New Delhi Zone located in Delhi and Delhi NCR.

Quotation should be addressed and submitted to Zonal Manager, UCO Bank, Zonal Office, 5 Parliament Street, New Delhi-110001.

3. The scheduled of entire process shall be as under

1	Date of Issue of Notice	31.01.2023
2	Pre bid meeting	13.02.2023
2	Last Date & Time of Submission of Sealed Quotation	21.02.2023 by 05.00 PM
3	Date & Time of opening of Technical Bid (for the vendors qualified in technical bidding)	22.02.2023 at 03.30 PM
4	Date & Time of Opening of Financial Bid	23.02.2023 at 03.00 PM
5	Address for Submission of Bid and other general correspondence	Security Department, 1 st Floor, UCO Bank Zonal Office, 5 Parliament Street, New Delhi-110001
6	Cost of Tender Documents	Rs. 1000.00 (Rupees One Thousand only) (Non refundable). Cost of Tender Document against Branch/Office is to be submitted with Technical Bid (Part-I of tender documents) in the form of Pay Order/Demand Draft in favour of UCO Bank, payable at New Delhi.
7	Contact person	Awadhesh Kumar (Sr Manager, security) 011-49498228

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

- Part-I** of Bid, super scribing "PART-I (Technical Bid for Engagement of Vendor for 'Electrical Audit')", should contain
 - Application in Bank's prescribed format as per Annexure-I
 - 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** of 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 sqft in a single floor and at the same time having large branches having carpet area of upto 10000 sqft with multiple floors. Branches may be visited by you prior to submission of quotation. At present there are total 83 branches under Zonal Office New Delhi. A list of branches with address is enclosed as Annexure-IV.)

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 83 branches + amount quoted for Zonal Office**. Quotation not received in two parts (Part-I & Part-II) in separate envelopes will be summarily rejected.

5. Applicants can email to zonewdelhi@ucobank.co.in till 13.02.2023 for any queries/clarifications

Sd/-

ZONAL MANAGER

UCO BANK, ZONAL OFFICE, NEW DELHI



INSTRUCTIONS TO BIDDERS AND GENERAL TERMS & CONDITIONS

1. Mode of submission of Two Bid System Tender:

UCO Bank intends to conduct Electrical Audit at various Offices/Buildings/Branches across Delhi NCR . Sealed Tenders are to be submitted in two parts. The envelope containing Part-I of tender should be super scribed clearly " Part-I (Technical Bid)" and the name of work whereas the separate envelope containing Part-II should be super scribed clearly "Part-II (Price Bid)" and the name of work. Both Part-I and Part-II should be sealed in a third envelop and should be super scribed clearly name of the work at top and will be addressed to 'The Zonal Manager , UCO Bank, Zonal Office, New Delhi at 5 Parliament Street' and must be submitted **on or before the last date & time mentioned.**

2.1 Contents of the Technical Bid(Part-I):

- Tender Cost in the prescribed form
- Bidder's Covering letter.
- Profile of the Company / Firm as per stipulated format of R.F.P as per Annexure-I.
- Documents in support of all eligibility criteria.
- All pages of this RFP as downloaded from the website duly signed on all pages.

2.2 Contents of the Price Bid(Part-II):should contain only the Price of the work and item rates as per the bills of quantities and Technical Specification of the tender.

3. REJECTION OF BID:

The bid is liable to be rejected if:

- Tenders not received in two parts in separate envelopes will be summarily rejected.
- It is not in conformity with the instruction mentioned in this tender document.
- If it is not accompanied by requisite tender cost as stated above.
- It is received after expiry of the due date and /or time.
- It is evasive and contains incorrect information.
- If there is canvassing of any kind.
- It is submitted anywhere other than the tender box or to the addressee.
- If any indication of price/rate/charges is being found in Part-I of the tender.
- If the tender/R.F.P is conditional .

4. EVALUTION CRITERIA OF THE TENDER: The tender will be evaluated on lowest price offered by the bidder excluding Service Tax on the basis of quoted price for item of work.



5 .Price and Taxes:

- i) Price will be in Indian Rupees. The price shall be firm and binding without any escalation whatsoever for the period of contract. Service Tax will be paid extra at actual.
- ii) The Bank, however, reserves the right to call for fresh quotes / tenders at any time during the above period, if considered necessary.

5. UCO Bank will prepare a short-list of bidders found suitable / qualified under Part-I of Tender Document and the Price Bid i.e Part-II of only these bidders will be opened. Bank will intimate the date and time of opening of commercial offers separately to the qualified bidders. The financial offers of the bidders –whose technical offers found to be technically deficient and / or if the bidders do not meet the eligibility criteria as specified in this tender - will be returned to them without opening.

6. Placement of Order/Letter of Intent (LOI):

The splitting of order will be in 50:30:20 ratio provided L-2 and L-3 agrees to match approved price and agrees for all terms and conditions.

In case L-2 and L-3 vendor is not willing to match approved price, the Zonal Office, New Delhi will call L-4, L-5,.... vendors etc. , in that order to step into the position of L-2 and L-3 vendor. In the event of disagreement of our proposal by any of the higher bidders the entire quantity will be awarded to L-1. However, in case only one higher bidder agrees to our proposal, ration will be 60:40.

Upon identification of vendors by Zonal Office New Delhi, LOI will be issued by them accordingly with details terms & conditions. After execution of Agreement detailed work order will be issued by Zonal Office, New Delhi.

7. Date of Commencement: The work shall be deemed to be commenced from **Fifteen days** from the date of receipt of work order or handing over of site which ever is later. The work should be started in consultation with respective Zonal Offices. However, the bidder should take possession of work site within fifteen days from the receipt of the work order.

8. Time of Completion: 04(Four Weeks) from the stipulated date of commencement of the work.

9 Execution of Agreement: The successful bidders will have to execute an Agreement with Zonal Office, New Delhi in non-judicial stamp paper of requisite value purchased in favour of the vendor or UCO Bank and as per the draft of Agreement as per Annexure-III .

10 ORDER CANCELLATION/TERMINATION: The Bank reserves its right to cancel the entire / unexecuted part of Purchase Order at any time by assigning appropriate reasons in the event of one or more of the following conditions treating it as default / non performance of the contract **by giving 15 days written notice :**

- a. Fails to accept the purchase order within the specified time .
- b. Delay in execution of work beyond the specified period.
- c. Partial execution of job.



- d. Serious discrepancies noted in the items delivered.
- e. Breaches in the terms and conditions of the Order
- f) Bank shall have the right to terminate the contract at any time at its own convenience by serving a prior written notice of 15 days to the successful bidder without assigning any reason and without cost or compensation therefor.

10.A) CONSEQUENCES OF TERMINATION: The Bank at its sole discretion shall invoke the Performance Guarantee, and the Indemnity furnished towards non performance/non Compliance of the terms and conditions of the work order/contract by the Contractor/Vendor, without prejudice to its rights and conditions available under the Law for the time being in force.

11. Terms of Payment : Bank will not pay any advance.

- a. 100% Payment will be made by after submitting of detailed report as per Bank's format
- b. No payment will be made till execution of Agreement with Zonal Office, New Delhi.
- c. No payment will be made towards expenses related to transportation, accommodation, food, site office, labour camps, storage etc.

12. The Applicants may visit the locations before submission of their quotation.

13. Bank reserves the right to accept or reject any or all quotation/s without assigning any reason.

Sd/-
Zonal Manager
UCO Bank, Zonal Office, New Delhi



FORM OF TENDER

To

The Zonal Manager
UCO Bank Zonal Office
New Delhi.

Sir,

1. We have carefully examined all the contents incorporated in the various parts of this Tender Document for all branches/offices under jurisdiction of UCO Bank , Zonal Office, New Delhi and taken note of all the terms & conditions stated in the Tender Document in its various parts.
2. We understand that the time schedule to complete the job is 04 (Four Week) from the stipulated date of commencement of the work and the same accepted by us is the essence of the contract.
3. We enclose a Pay Order / Demand Draft for Rs 1,000/- (Rupees One Thousand only) drawn in favour of UCO Bank and Payable at as Tender Cost (P.O/DD No..... Date..... Issuing Bank..... Branch.....)
4. We also agree that our tender along with the prices will remain valid for total contract period.
5. Our PAN for Income Tax is _____. We are registered with Service Tax Authorities and our registration numbers are as follows:
6. GST Registration Number: _____

For and on behalf of

(With seal)

Signature _____

Name _____

Designation _____

DULY AUTHORIZED SIGNATORY

_____ day of _____ 201



ANNEXURE-I

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

1. Name of Applicant
(Company/Firm/Individual/Agency):
2. Registered Address of the Applicant
with Telephone No., FAX & E-mail ID:
3. Address of the Applicant in New Delhi (If any)
with Telephone No., FAX & E-mail ID:
4. Year of Establishment:
5. Status of the Applicant(whether
Proprietary/Private Ltd./Public Limited/
Co-operative Society/Public sector/
Autonomous body/Govt. Department):
(Enclose copies of relevant documents)
6. Name of Proprietor/Directors/Partners/
Controlling body:
 - i)
 - ii)
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 GST number and furnish a copy
of such registration certificate:
- 8.1. Details of Permanent Account Number:
(Enclose photocopy of PAN Card)
9. Whether empanelled with other PSU Banks/
/Govt. Deptts./PSUs/Autonomous bodies. If so,
Please furnish the following particulars:

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Name of Organisation/
Institution

Date of Empanelment

Validity

10.

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

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

Name of organization	Value of work	Number of Buildings	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:

1. The Successful Bidder will be engaged for 'Electrical Audit' of Banks Zonal Office & Branches in New Delhi & NCR.
2. The work is to be started in consultation with Security Department & General Administration Department, UCO Bank, Zonal Office, New Delhi.
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.

COMPLETION TIME:

Four weeks from the fifteenth day of date of work order.

PAYMENT TERMS:

Payment will be made by Zonal Office, New Delhi against invoice after completion and submission of report of job, subject to compliance of terms of contract and statutory deductions as per Rule.

SCOPE OF WORKS

1	Name and address of Branch/Office:	
2	Name and contact no. of Auditor:	
3	Total sanctioned electric load of Branch/Office:	
4	Total existing calculated electric load of Branch/Office:	

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

Type of luminaries/light fittings	No of luminaries/light fittings	Lux level of luminaries/light fittings	Total electrical load consumption		Remarks (Condition of light fixtures acceptable or Not)	Suggestions on improvement, if any
			Watt	Amp		



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

Type of Air conditioning units	No of Air conditioning	Capacity of Air conditioning (TR)	Total electrical load consumption		Condition of air conditioning system	Remarks (Condition of machine acceptable or Not)	Suggestions on improvement, if any
			Watt	Amp			

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

No of UPS	Capacity of (KVA)	P-P Voltage of each UPS			P-N Voltage of each UPS			Phase Currents			Total electrical load consumption	Neutral Earthing & its adequacy	Protective earthing & its adequacy	Remarks (Condition of machine acceptable or Not)	Suggestions on improvement, if any
		R	Y	B	R	Y	B	R	Y	B					

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

Sl.No	Heads	Result	Remarks (acceptable or Not)	Suggestions on improvement, if any
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	Presence of non standard (mixed) cable colour warning notice at or near consumer unit / Distribution board			
4	Cables correctly supported throughout their run or not			
5	Condition of insulation of live parts			
6	Adequacy of wiring for current carrying capacity with regard to the type and nature of the installation			
7	Adequacy of protective devices, type and rated current for fault protection			
8	Presence and adequacy of circuit protective conductors			
9	Whether Low voltage cables segregated from Medium voltage cables			
10	Whether Cables separated / segregated from non electrical			

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UCO Bank, Security Cell (GAD), Zonal Office, 5, Sansad Marg, New Delhi-

फोन Phone: 011-49498228 ई मेल-E-mail: zonewdelhi.sec@ucobank.co.in



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	services			
11	Whether proper termination of cables at enclosures			
12	Connections soundly made and under no undue strain	Insulation of conductor visible outside enclosure		
		Connections of live conductors adequately enclosed		
		Adequately connected at point of entry to enclosure (glands, bushes etc.,)		
		Condition of accessories including socket outlets, switches & joint boxes		
13	Other special observations, if any record the results of particular inspections applied separately			

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

Sl.No	Heads	Result	Remarks (acceptable or Not)	Suggestions on i improvement, if any
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	Presence of non standard (mixed) cable colour warning notice at or near consumer unit / Distribution board			
4	Cables correctly supported throughout their run or not			
5	Condition of insulation of live parts			
6	Adequacy of wiring for current carrying capacity with regard to the type and nature of the installation			
7	Adequacy of protective devices, type and rated current for fault protection			
8	Presence and adequacy of circuit protective conductors			
9	Whether Low voltage cables segregated from Medium voltage cables			
10	Whether Cables separated / segregated from non electrical services			

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11	Adequacy of protective earthing conductor				
12	Adequacy of Neutral earthing conductor				
13	Whether proper termination of cables at enclosures				
14	Connections soundly made and under no undue strain	insulation of conductor visible outside enclosure			
		Connections of live conductors adequately enclosed			
		Adequately connected at point of entry to enclosure (glands, bushes etc.,)			
		Condition of accessories including socket outlets, switches & joint boxes			
15	Details switch gear panels	No of Panels			
		Rating of panels			
		Measurement of P-P & P-N voltage of Panels			
		Measurement of P-P & P-N current of Panels			
		Condition of Panels			
		Any other observations			
16	Whether method of Cables laid inside the Electrical room is acceptable				
17	Total Electrical Load of the Floor	Air conditioning load			
		Light & power load			
18	Whether electrical load balancing is acceptable (give details of phase wise load)				
19	Other special observations, if any record the results of particular inspections applied separately				



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

Sl.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 soundly made and under no undue strain	insulation of conductor visible outside enclosure		
		Connections of live conductors adequately enclosed		
		Adequately connected at point of entry to enclosure (glands, bushes etc.,)		
		Condition of accessories including socket outlets, switches & joint boxes		
13	Adequacy of protective earthing conductor			
14	Adequacy of Neutral earthing conductor			
15	High tension cable size adequacy			

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16	Interlocking between High tension and Low tension switch gears				
17	Interlocking between Transformers (if any)				
18	Details Over voltage protection	No.			
		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 observations			
21	Short circuit protection	No.			
		Rating & make			
		Condition			
		Any other observations			
22	Over current protection	No.			
		Rating & make			
		Condition			
		Any other observations			
23	Whether method of Cables laid inside the Electrical room is acceptable				
24	Total Electrical Load	Air conditioning load			
		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 Breakers	Capacity of each breaker 1. Rating 2. make 3. type	P-P Voltage of each breaker			P-N Voltage of each breaker			Phase Currents			Total electrical load consumption		Neutral Earthing & its adequacy	Protective earthing & its adequacy	Condition of insulations	Whether breakers are loaded/under loaded and extent thereof in %	Remarks (Condition of machine acceptable or Not)	Suggestions on improvement, if any
		R	Y	B	R	Y	B	R	Y	B	KW	A						

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[illegible]

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

[illegible]

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

[illegible]

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

[illegible]

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

Sl.No	Heads	Result	Remarks (acceptable or Not	Suggestions with new technologically energy efficient, environment friendly, cost benefited air
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				conditioning system
1	No of earth pit			
2	Type			
3	Earthing test report			
4	Continuity test report			
5	Ccondition 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):

Sl.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):

No of Diesel Generator Set	Capacity of each Diesel Generator Set 1. Rating 2. make 3. type	P-P Voltage of each Diesel Generator Set			P-N Voltage of each Diesel Generator Set			Phase Currents			Total electrical load consumption		Neutral Earthing & its adequacy	Protective earthing & its adequacy	Condition of insulations	Whether Diesel Generator Set over loaded/under loaded and extant thereof in %	Remarks (Condition of machine acceptable or Not)	Suggestions on improvement, if any
		R	Y	B	R	Y	B	R	Y	B	KW	A						

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PART-II (PRICE BID) FOR ELECTRICAL AUDIT AT UCO BANK BRANCHES LOCATED IN DELHI & NCR

(A) Charges for PER Job (Per Branch) Rs.....

(B) Cumulative charges for 83 Branches Rs.....

(C) Charges for Zonal Office New Delhi Rs.....

(D) Gross Total (B+C) Rs.....

(Rupees in word.....)

(Service Tax is to be paid extra at applicable rate (Please specify))

Signature of Bidder with company seal



ANNEXURE-III

Draft Agreement

Article of agreement made this _____ day of _____ 202

between the "UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 as amended from time to time having its Head Office at No.10, BTM Sarani, Kolkata-700001 (hereinafter referred to as "Bank" which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its assigns and successors) of the "ONE PART and M/s having its registered office at (herein after called "The Vendor") of the other part, which expression should include its successor/s and assignee/s.

Whereas the Bank is desirous of executing Contract for at UCO Bank Office at

And whereas the said work as mentioned in the work order have been accepted and signed by and on behalf of the Vendor.

And whereas the vendor has agreed to execute upon and subject to condition set forth herein and work order, General conditions of contract, special condition of contract, including all other conditions as mentioned, in the work order, specifications and all correspondence exchanged by or between the parties from the submission of tender till the award of work, both letter inclusive, (all of which are collectively hereinafter referred to as " the said conditions") the work described in the said specification and included in the tender at the rates therein set for in UCO Bank Work Order No..... dated201 and amounting to the sum of Rs.(Rupees only) inclusive of all Taxes .

NOW IT IS HEREBY AGREED AS FOLLOWS:

The following documents attached hereto shall be deemed to form an integral part of this Agreement:

- (a) Work order letter no- dated
- (b) R.F.P.(Request For Proposal) dated
- (b) Corrigendum (if any) dated

GENERAL TERMS AND CONDITIONS:

1.Scope of work:

1. The Successful Bidder will be engaged for 'Electrical Audit' of Banks Buildings/Branches under New Delhi Zone.
2. The work is to be started in consultation with Security Department, UCO Bank, Zonal Office.
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 defense 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. No space will be provided for site office, labour camps, storage etc.

7. Auditor should submit his report as per Bank's format (Annexure-I) in a booklet covering his observations and suggestions on remedial steps to be taken by the Bank to improve the situation.

8. Date of Commencement: The work shall be deemed to be commenced from **Fifteenth day** from the date of receipt of work order or handing over of site which ever is later. The work should be started in consultation with respective Zonal Offices. However, the bidder should take possession of work site within fifteen days from the receipt of the work order.

9. Time of Completion: One Month from the stipulated date of commencement of the work.

10 ORDER CANCELLATION/TERMINATION: The Bank reserves its right to cancel the entire / unexecuted part of Purchase Order at any time by assigning appropriate reasons in the event of one or more of the following conditions treating it as default / non performance of the contract **by giving 15 days written notice :**

- a. Fails to accept the purchase order within the specified time .
- b. Delay in execution of work beyond the specified period.
- c. Partial execution of job.

d. Serious discrepancies noted in the items delivered.

e. Breaches in the terms and conditions of the Order

f) Bank shall have the right to terminate the contract at any time at its own convenience by serving a prior written notice of 15 days to the successful bidder without assigning any reason and without cost or compensation therefor.

10.A) CONSEQUENCES OF TERMINATION: The Bank at its sole discretion shall invoke the Performance Guarantee, and the Indemnity furnished towards non performance/non Compliance of the terms and conditions of the work order/contract by the Contractor/Vendor, without prejudice to its rights and conditions available under the Law for the time being in force.

11. Terms of Payment : Bank will not pay any advance.

a. 100% Payment will be made by after submitting of detailed report as per Bank's format

b. No payment will be made till execution of Agreement with..... Office,.....

c. No payment will be made towards expenses related to transportation, accommodation, food, site office, labour camps, storage etc.

12. Non-Discouser : The successful bidder must undertake that they shall hold in trust any information received by them, under the Contract/Agreement, and the strictest of confidence shall be maintained in respect of such information.



13. Non Assignment: Successful bidder, shall agreed to neither the subject matter of the agreement nor any right here in shall be transferred,sub-contracted,assigned or delegated to any third party by the successful bidder without prior written consent of the Bank.

In witness where of the Employer and the vendor have set their respective hands on the day and year first herein above written.

Signed on behalf of the UCO Bank

Signature on behalf

of the vendor

By its duly authorized Officer

in presence of:

In presence of:

1) Signature.....

1)Signature.....

Name with address:

Name with address:

2) Signature.....

2) Signature.....

Name with address

Name with address: