

**OFFICE OF THE SUPERINTENDENT  
SCB MEDICAL COLLEGE & HOSPITAL, CUTTACK**

No. 7151 //Dt. 02/04/25

**TENDER CALL NOTICE**

SCB Medical College Hospital, Cuttack, Odisha invites sealed tenders for CMC for maintenance of DG sets of the institute. Intending Manufacturers/Authorize dealers are requested to quote their best offer along with the complete details of CMC for DG Sets. The detailed of tender papers alongwith terms and conditions can be obtained from Non-Technical Store Section, Office of the Superintendent, SCB Medical College Hospital, Cuttack during office hours from 11 AM to 4 PM on all working days on payment of Rs. 500/- (Rupees Five hundred) Only in the Accounts Section (Govt.) and also obtained from website i.e. "<http://www.scbmch.in>" from Dt. 04-04-2025.

The tender paper should be reached in the office of the under signed through Speed post/Regd. Post /Courier services within the stipulated time. The authority reserves the right to cancel or reject any or all the tenders without assigning any reason thereof.

*29/3/25*

**Medical Superintendent  
SCB Medical College Hospital  
Cuttack**

**MEDICAL SUPERINTENDENT**  
**SCB MEDICAL COLLEGE & HOSPITAL, CUTTACK**

**HEALTH AND FAMILY WELFARE DEPARTMENT,  
GOVT. OF ODISHA**

**TERMS & CONDITIONS FOR CMC OF DG SETS IN SCB MEDICAL  
COLLEGE HOSPITAL CUTTACK**

**BID REFERENCE**  
**NON-TECHNICAL STORE, SCB MEDICAL COLLEGE & HOSPITAL, CUTTACK  
(2025-2026)**

**COMMENCEMENT OF TENDER : FROM 04-04-2025**

**LAST DATE OF RECEIPT OF TENDER : 28-04-2025 UP TO 5 PM**

**DATE OF OPENING OF TENDER : 29-04-2025 AT 04.00 PM**

**PLACE OF OPENING OF TENDER : OFFICE CHAMBER OF THE  
MEDICAL SUPERINTENDENT**

**ADDRESS FOR COMMUNICATION AND RECEIPT OF BID DOCUMENTS : MEDICAL SUPERINTENDENT  
SCB MEDICAL COLLEGE &  
HOSPITAL, CUTTACK**

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// 2//

## TERMS & CONDITIONS

SCB Medical College & Hospital, Cuttack, Odisha invites sealed tenders in the bid system for CMC of the following items at the institute. Intending Manufacturers / Authorised Dealers of following make are requested to quote their best offer along with the complete details of CMC for maintenance of DG Sets as per the detailed tender terms & conditions.

SI No	Name of Dept.	Make	Capacity
1.	Cardiology	Mahindra	250 KVA
2.	Trauma-1	Mahindra	250 KVA
3.	Trauma-2	Jackson	250 KVA
4.	Eye	Kirloskar	250 KVA
5.	Blood Bank	Crompton Greaves	200 KVA
6.	New Medicine building	Mahindra	125 KVA
7.	O&G	Mahindra	125 KVA
8.	Principal Office	Mahindra	125 KVA
9.	OPD	Jackson	125 KVA
10.	CTVS	Mahindra	125 KVA
11.	Orthopaedic	Mahindra	62.5 KVA
12.	Telemedicine	Kirloskar	62.5 KVA
13.	Skin & VD	Mahindra	62.5 KVA
14.	Haematology	Kirloskar	40 KVA
15.	Pathology	Mahindra	62.5 KVA
16.	Laundry Plant ( Not Use )	Mahindra	35 KVA
17.	Microbiology	Kirloskar	35 KVA
18.	General Kitchen ( Not Use )	Mahindra	10 KVA
19.	Service Building	Jackson	640 KVA
20.	HLL Building	Kirloskar	250 KVA
21.	RDC Campus	Kirloskar	250 KVA
22.	Surgery	TMTL	125 KVA
23.	NON Trauma Casualty	TMTL	125 KVA
24.	PG Hostel	Jackson	125 KVA
25.	New Medicine-1	Mahindra	125 KVA
26.	Spinal Injury	TMTL	125 KVA
27.	B Sc. Nursing	Mahindra	160 kVA
28.	SR Hostel	Mahindra	160 KVA
29.	Radiology	Mahindra	35 KVA
30.	Neurosurgery	Kirloskar	250 KVA
31.	Pulmonary Medicine	Jackson	200 KVA
32.	Plastic Surgery	Kirloskar	62.5 KVA
33.	Drug ware House	Kirloskar	62.5 KVA
34.	PM Care PSA Plant	Jackson	400 KVA
35.	CM Care PSA Plant	Jackson	160 KVA

The Bidder may download the Tender Documents directly from the WEBSITE available at "<http://www.scbmch.in>" from Dt. 04-04-2025 The Tender cost fee of Rs.500/- (Five Hundred ) only (Non-Refundable) by way of separate Demand Draft drawn in favour of Superintendent, S.C.B. Medical College Hospital Cuttack payable at Cuttack should be enclosed alongwith the Bid.



The Bidders should specifically superscribe, "**TENDER FOR CMC OF DG SETS**" on the top Right corner of the outer envelope containing the Bid. In Case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website/office of the undersigned before last date of sale of tender document. The undersigned shall have no responsibility for any delay/omission on part of the bidder.

The sealed Tender should reach the office latest by 28-04-2025 up to 5.00 PM and the technical bid will be opened on 29-04-2025 at 04.00 PM in the Superintendent Office, SCB Medical College & Hospital, Cuttack of the Institute in the presence of the bidders or their authorized representatives, who may remain present at the scheduled date and time.

1. **EARNEST MONEY DEPOSIT:-** The Bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs. 60,000/- (Rupees Sixty Thousand only) by way of demand drafts/BG/ only and Rs. 500/- as tender fees drawn in favour of the "O/O the Superintendent, SCB Medical College & Hospital, Cuttack". (TENDERS NOT ACCOMPINED WITH EMD/BID SECURITY AND TENDER FEES ALONGWITH THE TECHNICAL BID SHALL BE SUMMARILY REJECTED). The demand drafts shall be drawn on any Nationalised Bank in favour of the Superintendent, SCB Medical College & Hospital , Cuttack". The Tender Fee & EMD must be enclosed in the envelope containing the technical bid.

The EMD of the successful bidder shall be returned after the successful completion of contract and for unsuccessful bidders it would be returned after completion of tender process. No claim shall lie against the Govt./SCB Medical College & Hospital, Cuttack in respect of erosion in the value or interest on the amount earnest money deposit or security deposit.

2. Rate:- Rates should be quoted in Indian Rupees (INR).
3. Basic Cost.
4. GSTIN as applicable.

5. **TENDER EVALUATION:-**

Tender evaluation will be done in two stages:

- a. Technical Bid
- b. Price Bid

Each Bid to be submitted in separate sealed envelopes super-scribed as "Technical Bid & Price Bid" respectively. All these 2 envelopes should be put in another envelope marked as "**Tender for CMC of DG Sets in SCB Medical College & Hospital, Cuttack**" sealed with sealing wax.

6. Bidder shall submit a copy of the tender document and addenda thereto, if any, with each page of this document duly signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.

7. **TECHNICAL BID:**

The firm should submit the technical bid in a sealed cover separately super-scribed "Technical Bid for CMC DG Sets" along with Name and address of the bidder.

Technical bid should contain:

- a. The name makes/ brands of the items, with name of manufacturer for which the bidder is dealing alongwith Authorization letter of the manufacturer to deal with services of DG sets.
- b. The Bidder shall submit the copies of turnover (with Minimum 20.00 Lakhs per annum) for last 3 preceding years duly certified by a Registered Chartered Accountant.



// 4 //

- c. The bidder should have ISO certificating for quoted instruments and equipments
- d. Name, Address, Phone & Fax No. of Services Centre at Cuttack/Bhubaneswar or nearby.
- e. The bidder have to furnish the name of the technician with their educational qualification & experience for needful.

**8. PRICE BID:**

Price Bid should be submitted in a separate sealed envelope super-scribed "Price Bid for CMC DG Sets" along with Name and address of the Bidder.

- a. Basic price should be quoted in Indian Currency.
  - b. TAX structure be mentioned separately.
  - c. Rate should be quoted per unit Cost.
  - d. Undertaking to that the CMC will be provided on the same approved price if any machine comes under CMC other than the above list.
9. After due evaluation of the Bids, the Institute will award the contract to the lowest evaluated responsive tenderer.
10. Conditional bid will be treated as unresponsive and it may be rejected.

**11. VALIDITY:-** The quoted rates must be valid for a period for 1 year from the date of signing of the MOU with the Hospital Authority. The overall offer for the assignment and bidders quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof.

**12. PAYMENT TERMS:-**

- 50% payment of the total order value shall be released on half yearly basis after the successful Comprehensive Maintenance of the DG Sets against the submission of the test report & on furnishing of Performance security & execution of Contract Agreement.
- Balance 50% of the order value shall be released after six month after successful functioning / commissioning of the DG Sets and basing upon the report of satisfactory functioning to be furnished by the user department.
- Payment for maintenance are make on half yearly basis.
- Payment will be released considering the availability of the funds.

**13. PERFORMANCE SECURITY:-**

The supplier shall require to submit the performance security in the form of irrevocable Bank Guarantee (BG) or Fixed Deposit Receipt (FDR) issued by any Nationalised Bank for an amount of which is equal to the 10% of the CMC value and should be kept valid for a period of 1 and half years. If the successful bidder fails to furnish the full security deposit or within 15 days after the issue of Letter of Award of work, his bid security (EMD) shall be forfeited unless time extension has been granted by O/O the Superintendent, SCB Medical College & Hospital, Cuttack.



**14. INSPECTING, TESTING AND QUALITY CONTROL:-**

- i. Representative of the Institute will inspect and test the ordered goods and the related services to confirm their conformity to the contract specification and other quality control details incorporated.
- ii. The Inspector shall have full and free access at any time during the execution of the contract to the supplier's work for satisfying himself that the goods are being manufactured in accordance with the specification mentioned in the Contract. The decision of the purchaser/ inspection authority in this regard shall be final and binding on the Supplier. All terms and condition of the contract as they apply to the inspection shall also apply to the re-inspection.
- iii. The Inspector shall have the right to put all the goods or materials forming part of the same or any part thereof to such tests as he may thinks fit and proper. The supplier shall not be entitled to object on any ground whatsoever to the method of testing adopted by the Inspector.
- iv. The maintenance work should be made according to the norms of the pollution Control Board.

**15. OBJECTIVITIES:**

- To ensure maximum availability and reliability of engine/generator.
- To Maintain maximum output/feel economy.
- To reduce operation and maintenance cost.
- To avoid surprise breakdown by timely scheduled maintenance.
- To provide operation and maintenance guidelines to the operating personnel.
- To Keep stock in advance for spares parts requirements management of break down.
- To enhance reliability and minimum breakdown.
- Backup power at minimum cost.

**16. AGREEMENT:**

The agreement shall be affixed with a non-judicial stamp paper to be signed by the Superintendent, SCB Medical College Hospital Cuttack on behalf of Govt of Odisha, H & FW Department, representatives from consignee Dept. and the vendor.

**17. PROVISION OF SERVICES:**

- A. All the spare Parts including Battery of the DG Sets alongwith the following items will cover under CMC.
  - i. Replacement of Battery/Battery terminal.
  - ii. Replacement of Battery charger.
  - iii. Replacement of all Hose pipe/ 'V' belts.
  - iv. Minor repair of Electrical/Mechanical part of the DG sets.
  - v. Change of Lube oil/coolant.
  - vi. Replacement of all Filters.
  - vii. Change of Distilled water.
  - viii. Replacement of VMR/AVR/Contactor coil.
  - ix. Replacement of Self Starter/motor.
  - x. Minor repair of Alternator/Engine/AMF panel.
  - xi. Replacement of Radiator/Radiator fan/fan blade/fan motor.
  - xii. Extended of Silencers.
  - xiii. Replacement of Silencers.
  - xiv. Replacement of Fuel meter/Canopy light.





**B. Exclusion of items not covers under the CMC**

- i. Major work of alternator/engine.
  - ii. Major work of AMF panel/controller.
  - iii. Repair & replacement of canopy/ colouring/welding.
  - iv. Replacement of wiring harness.
- C. No fuel cost will be included under CMC.
- D. The provider will provide minimum 12 Preventive maintenance within one year.
- E. The agency should provide Daily Routine Work (**As per Annexure-I**) of all DG sets.

**PROVISION OF SERVICE BY THE AGENCY:-**

- i. The agency should engage 3 nos. High Skilled Technicians (1 no. in each shift), having qualification ITI in Electrical with 5yrs. experience in relevant field with MV/Wireman competency license from any state govt. Electrical Inspector, deputed at SCB Medical College & Hospital Cuttack to provide emergency service round o'clock (24x7).
  - ii. As the DG Set is combination of Electrical & Mechanical. The agency should engage 1 no. High Skilled mechanical Technicians having qualification ITI in fitter with 5 yrs. mechanical experience work in the DG set, deputed at SCB Medical College & Hospital Cuttack to provide emergency service round o'clock (24x7).
  - iii. The agency should engage 3 nos. skilled Technical helpers (1 no. in each shift), having qualification ITI in Electrical with minimum 2yrs. experience in relevant field, deputed at SCB Medical College & Hospital Cuttack to provide emergency service round o'clock (24x7).
  - iv. The Agency shall keep minimum spare and consumable materials at site for day-to-day maintenance and attended the breakdowns. The spare list kept at site to be submitted In-charge DG set of this hospital before commence the work.
  - v. The agency should depute a 250 KVA DG set in the campus to avoid any emergency.
  - vi. In case of any fault immediate rectification of the same to rectify the fault and if any material is required in doing so, the agency shall also arrange the same within a reasonable time.
  - vii. The agency shall be solely responsible for maintenance and upkeep of the equipment's in good conditions.
  - viii. The adequate team & manpower shall be available at site when any natural Calamities arise.
  - ix. The Agency has to maintain the cleanliness around DG SET yard along with its peripheries.
  - x. In case of any faults/repairs/damages, the Agency should immediately submit a detailed Service report, citing details of repair/rectification schedule to the In-charge DG Sets of this hospital which will be executed after due approval of Medical Authorities.
- 18.** The Institute reserve the right to accept in part or in full or reject any or more quotations without assigning any reasons or cancel the tendering process and reject all quotation at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).

**19. Application Law:**

Any disputed are subject to exclusive jurisdiction of the Court and Forum in Cuttack, Odisha, India only.

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**ROUTINE CHECKUP BY AGENCY****DAILY**

- Maintain the service report and log all alarm operations, HMR and output.
- Check environment, temperature, dust, moisture, room vents, etc.
- Check coolant heater, oil level, coolant level.
- Any visible coolant leakages to be arrested.
- Check the battery voltage.
- Check charge air piping.
- Check & start DG in Auto/Manual.

**WEEKLY**

- Check air cleaner.
- Check battery charger.
- Drain fuel filter.
- Checking of wire connections and proper functioning of self-starter.
- Drain water from fuel tank.
- Checking visually the exhaust smoke (Level/colour)
- Checking for the proper functioning of sensors and safety controls by checking the connection and terminal and visual inspection.
- Any visible coolant leakages to be arrested.
- Checking of battery charger.
- Check the AMF panel, proper functioning of the Contactors, meters and selector switches.

**MONTHLY**

- Check coolant concentration.
- Inspection of Inline fuel filter system.
- Drain exhaust condensate.
- Check starting batteries.
- Checking and adjustment of belt tension fan.
- Checking/cleaning of the fuel tank Breather.
- Check A.C. wiring, exciter starter, over speed switch.
- Checking of lube oil pressure.
- Checking the condition of the battery for sulphonation, tightness of connections.
- Checking of proper functioning of self-starter and manual starter.
- Checking visually the exhaust smoke (Level/colour)
- Check the conditions of motors shaft & belts.
- Measurement of voltage, load current, lube oil pressure, coolant temp, engine temp, frequency, RPM of DG sets
- Checking of earthing connection of DG Sets and DG panel.



### HALF-YEARLY

- Check radiator fan, fins, water separator, coolant level, etc.
- Checking of proper functionality of canopy light, door lock self-starter and stop solenoid and other gauges.
- Cleaning & greasing crankcase breather.
- Check Belt tension & condition of water pump, pulley drive & fan, etc.
- Check radiator hoses.
- Checking of any Exhaust leakages.
- Checking of fuel tank & piping, exhaust silencer & exhaust piping.
- Drain Lube oil and fill the new oil.
- Change the all filters like Diesel filter, Mobil Filter & Air Filter.
- Check all the Electrical/Mechanical spare, if necessary replace the same

### YEARLY

- Check the fuel injection pump mounting nuts (including the support bracket) for loose or damaged hardware.
- Check the fuel line hoses and fuel filters for wear, damage, loose fittings leaks and replace the same as required.
- Clean the filter mounting head surfaces of sludge buildup and foreign particles. Ensure mating gasket surfaces are clean.
- Check the battery if gravity down replace the same.
- Change the all filters like Diesel filter, Mobil Filter & Air Filter.
- Check all the Electrical/Mechanical spare, if necessary replace the same
- Check radiator fan, fins, water separator & coolant level if necessary replace the same.
- Check the self starter/motor if found any fault replace the same.
- Drain Lube oil and fill the new oil.
- Clean and tighten any loose electrical/mechanical connections.

### DG SYNCHRONIZATION PANEL:-

#### WEEKLY

- Cleaning of panel externally.
- Check for proper closing of panel so that no space should be left which may allow entering the lizard or insects.
- Checking of Indicating lamps, earthing connection etc.
- Check whether all relays are functioning properly.
- Checking of interlocks.

#### QUARTERLY

- Checking of indicating lamps, ammeter, voltmeter and energy meter etc.
- Checking of operation of Contactors for open/close.
- Earthing connection of panels, and earth resistance.
- Cleaning of panel internally.
- Rectification of DC leakage in control circuit



**HALF-YEARLY**

- Checking of interlocking.
- Checking of control circuit and its accessories i.e. (aux contacts, connections, coils etc.)
- Visual check of earth connections and tightening if required.
- Cleaning of contactors and inserting petroleum jelly in contactors.
- Check the operation of MCB, relays, Etc.
- Checking of CT, PT and Relay connections for tightness
- Oiling and greasing of operating mechanism etc.
- Checking of D.C. supply & control switch gear.
- Check close and Trip coil
- Clean the cable chamber; check cable end termination and tightness if required.

**YEARLY**

- Check the Electrical wiring harness, electrical terminal connection and electrical plug-ins for secure, clean electrical contacts, worn or damaged insulations, burnt wires, broken wires and loose connections.
- Clean and tighten any loose electrical connections.
- Repair or replace worn, damage, burnt, poorly insulated wiring immediately.
- Check the function of all gauges, voltmeters, switches, and indicating lamps on the AMF panel and replace the same if any are not functioning properly.
- Check the function of all contactors/relay/MCCB in the AMF panel and replace the same if any are not functioning properly.

*Handwritten signature and date: 29.3.25*

**Medical Superintendent  
SCB Medical College Hospital  
Cuttack**