

Request for Proposal (RFP) For Maintenance of HT Transformer, HT panel, HT VCB & LT panel

Issued by: Army Institute of Management Kolkata (AIMK)
Plot No. III – B/11, Action Area III, New Town, Kolkata – 700160

Date: 24 December 2024

1. Introduction

AIMK invites proposals from qualified vendors to provide Maintenance of HT Transformer, HT panel, HT VCB & LT panel. The purpose of this contract is to ensure the smooth operation, longevity, and efficient performance of the washing machines for the benefit of hostel residents.

2. Scope of Work

The selected vendor will be responsible for:

(a) Servicing and maintenance of HT 6.6 KV VCBs(1 Incoming 2 Outgoing) Make : Schneider Disconnecting and taking out existing from housing and cleaning, rubbing, oiling, greasing and overhauling the mechanical parts and servicing of 11KV in door VCB, checking of quality of vacuum interrupter, insulation resistances, static contact resistance, and connection verification of 6.6 KV Current transformer (Set of three) by including all other functional tests of the VCB, panel and CTs, PTs. including replacement of U/S parts complete all as specified and as directed.

(b) Servicing and maintenance of 1000 KVA & 615 KVA transformer (Make: Crompton Greaves) unscrewing all nuts & bolts top-cover and disconnecting all connection to LV bushing and HV bushing and filling transformer oil, replacement of Silica Gel and testing of all components of transformer complete all as specified and as directed.

Note:-Transformer oil is measured separately.

(c) Supply only Transformer oil as per IS having dielectric strength of 40-60 KV in 2.5 mm gap for filling in transformer complete all as specified and as directed. Make: Castrol/power oil/Gulf. Note- 200 Ltrs drum must be company sealed without company sealed drum not accepted.

(d) Dehydration /filtration of transformer oil by means of centrifugal filtration plant to achieved the specified dielectric strength upto 45 KV at 4 mm gap in existing position of transformer of any capacity and transformer oil for topping up and checking of BDV test will be carried out complete all as specified and as directed by Engr in charge.

(e) Servicing and maintenance of LT panel including 4 Nos of ACBs(2 Incoming 2 Outgoing) Make : L&T Disconnecting and taking out from Panel housing and cleaning, rubbing, oiling, greasing and overhauling the mechanical parts and servicing, checking of LT thimble including all other functional tests of the ACB, panel and CTs, PTs. including replacement of U/S parts complete all as specified and as directed.

(f) Labour required for cleaning of Sub station room, removing of insulation mat cleaning of dust complete all as specified and directed.

3. Vendor Eligibility

Qualified vendors must meet the following criteria:

- (a) Proven experience in the related field.
 - (b) Availability of certified and trained technicians.
 - (c) Availability of genuine spare parts.
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4. Proposal Requirements

Vendors are requested to submit, in a sealed envelope, the following details in their proposals:

- (a) **Company Profile:** Overview of the company, including years of experience and expertise.
 - (b) **Cost Breakdown:** Detailed pricing for the maintenance of HT Transformer, HT panel, HT VCB & LT panel, including service charges, cost of spare parts etc.
 - (c) **References:** Contact details of at least two previous clients for reference.
 - (d) **Compliance:** Proof of compliance with applicable safety and industry standards.
 - (e) **Documents:**
 - i) Copy of trade license
 - ii) Copy of PAN
 - iii) GST registration certificate
 - iv) Ink signed copy of RFP
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5. Submission Details

- **Deadline for Submission:** 02 January 2025
 - **Submission Method:** Proposal must be delivered in person to the following address:
ArmyInstitute of Management Kolkata (AIMK)
Plot No. III – B/11, Action Area III, New Town, Kolkata – 700160
 - **Contact Person:** Mr. Sagar Dalal; +91-7709167815
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6. Terms and Conditions

- (a) The college reserves the right to accept or reject any proposal without assigning reasons.
 - (b) All machines must be maintained as per the manufacturer's guidelines.
 - (c) Vendor may visit our campus to check the condition of the HT Transformer, HT panel, HT VCB & LT panel, mentioned above, before submitting the proposal.
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We look forward to receiving your proposal. Thank you for your interest.

Sincerely,



Dr. Abhishek Bhattacharjee
Presiding Officer