

**Scope of work**

1. DG set operation and power changeover whenever requirement comes. The deployed persons have to fill diesel oil into DG set, check the water level, battery health and breakdown maintenance of DG sets and all the equipment's which are working during the duty period in CMSE and work assigned by the concerned engineers in the division.
2. DG set operation work is as and when required basis. The requirement will be intimated in advance. One diploma holder and one ITI holder are to be deployed 24\*7 basis.
3. Periodical maintenance of all DG sets has to be carried out as per the Guideline available in the section.
4. Work includes collecting the diesel oil from IISU, filling the diesel oil into DG sets, check the DG sets, start whenever required, change the power supply, take hourly reading of all parameters and record in the respective log book and attend if any emergency electrical breakdown complaints occur etc., assigned by Engineering- in-charge or his representatives.
5. Work includes weekly maintenance of all DG sets from 12.5 KVA to 500KVA and weekly cleaning of all the parts of DG sets, water top up, oil top up, battery checking and maintenance with replacement of the battery if required, periodical servicing, trial run, minor modification if required. Up keeping the DG sets for next operation in all aspects. Any other works related to DG sets operation and maintenance as directed by engineering- in- charge shall be carried out.

## **Terms and Conditions**

1. The service Provider shall provide qualified persons in **ITI Electrician/ITI Diesel Mechanic and Diploma in Electrical with valid license issued by the Authorized authorities.**
2. The Party shall quote per hourly basis
3. The Service Provider shall also deploy persons beyond office hours and on holidays as and when required and as directed by the Engineer- in-charge.
4. The person engaged shall observe all safety and security requirements of the Centre.
5. The service provider shall provide uniforms& necessary PPE's (Personnel protecting equipment's)to the deployed personnel and ensure that the deployed personnel shall wear essential PPE's during the course of duty hours.
6. All materials and consumables required for the work will be supplied by the department.
7. Department will not be held responsible for injury or accident caused to the personnel deployed by the Service Provider during the course of duty.
8. The operations will have to be carried out strictly as per the instructions and guidelines of the Engineer-in-charge.
9. The Service Provider shall report for work and carry out the job as per the instruction of the contact person and has to leave the work spot under intimation to the contact person.
10. All dismantled/used or balance material including scrap and serviceable item are to be handed over to the contact person.
11. If any of the workers is found unacceptable for any reason, the Service Provider shall post a suitable substitute.
12. The Service Provider shall supervise all the works under the Scope of work. Related paper works like preparation of all the required reports shall be done by the Service Provider. Payment shall be against the completion of milestone defined in the scope of work.
13. All the works shall be completed as per the procedures available in the section.
14. The inside and nearby area of DG sets should be Cleaned properly without any waste accumulation and oil/water logging.
15. Service provider shall own full responsibility for any damage of VSSC property due to any negligence or violation of safety norms.
16. Details of the DG sets as per the Annexure-1.
17. The service provider shall ensure that at least two qualified personnel shall be available for the operation 24\*7 basis (3 Shifts).
18. Service provider should mandatorily provide police clearance certificate of all work force proposed to be engaged.