



NOTICE INVITING QUOTATION

FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) OF 2 NOS. DG SETS (380 KVA, KIRLOSKAR MAKE) ALONG WITH ASSOCIATED SYSTEMS INSTALLED AT GUWAHATI BIOTECH PARK, AMINGAON

Guwahati Biotech Park invites sealed quotations from experienced Manufacturers / Authorized Dealers / Agencies having a minimum of **5 years of experience** in providing Comprehensive Annual Maintenance Contracts (CAMC) for DG sets of capacity **not less than 250 KVA** for the comprehensive annual maintenance of **2 nos. DG sets (380 KVA, Kirloskar make)** along with associated systems installed at Guwahati Biotech Park, Amingaon, Assam.

Last date and time for submission of quotation is 09 / 09 /2026 at 2:00 PM.

The sealed quotation shall be opened on 09 / 09 /2026 at 3:00 PM.

Scope of Work & Terms and Conditions:

1. The CAMC period shall initially be for 12 months from the date of issue of the work order. During the contract period, the service engineer shall carry out periodic visits at least once a month for preventive maintenance, including at least one wet preventive maintenance visit, and attend to all breakdown calls promptly round-the-year without any extra charges.
2. The service engineer shall be available on call 24x7, in all 365 days. The scope of service includes inspection, adjustments, and all repairs required during DG set breakdowns to ensure smooth operational readiness.
3. Payment of CAMC services will be made quarterly. Bills must be raised at the end of each quarter upon successful completion of service for that quarter.
4. Any incident or safety occurrence during works within the CAMC period shall be at the contractor's sole risk. Any damage caused to Guwahati Biotech Park premises or property during maintenance or breakdown attendance due to negligence must be repaired by the contractor; otherwise, the repair cost will be deducted from the quarterly bill.
5. The service engineer shall carry all necessary tools, testing equipment, and critical spare parts to the site for troubleshooting.
6. All expenses related to site visits, transporting equipment to/from the service center, re-installation, or any other ancillary expenses required to execute the CAMC shall be borne entirely by the contractor/party.
7. This is a fully comprehensive maintenance contract. All consumables and spares—including lubricants, coolant, oil filters, air filters, and components of electrical panel, alternator assembly, engine assembly,

flywheel assembly, exhaust assembly, etc.—must be provided and replaced by the contractor/agency as and when required without additional charge.

8. The Agency/Bidder must have an operational office in Guwahati, Assam. Valid proof of address must be attached. Bidders without an office in Guwahati, Assam, shall be disqualified.

9. Quoted amounts must include all material charges, labor charges, and any kind of transportation/freight charges for repairing DG sets during breakdown or routine maintenance.

10. Quoted amounts must be inclusive of all applicable taxes, duties, and statutory levies. No extra or hidden charges will be entertained.

11. For termination or cancellation of the CAMC, the decision of the Chief Executive Officer, Guwahati Biotech Park, shall be final and binding on the Party/Bidder.

12. Emergency breakdown calls must be attended to with top priority without awaiting prior formal communications.

13. Penalties for non-attendance or delays in resolving complaints will be levied as decided by the Competent Authority of Guwahati Biotech Park.

14. The DG sets are currently out of the AMC period. If any DG set is non-operational at the time of awarding the contract, restoring that DG set to proper working condition must be the bidder's first priority without any extra cost to GBP.

15. During the CAMC period, if a DG set breakdown cannot be resolved promptly by the agency/bidder, the agency must provide a standby DG set at their own cost immediately until GBP's DG set is rendered fully operational.

16. The successful bidder shall deposit a Security Deposit equivalent to 10% of the total contract value. The Security Deposit will be released after successful completion of the CAMC period.

17. Quotations must be submitted in a sealed envelope addressed to: The Chief Executive Officer, Guwahati Biotech Park, Amingaon, Kamrup, Guwahati - 781031, Assam, India.

18. Before submitting the offer, the bidder may visit and inspect the site where the CAMC works are to be carried out.

19. Rates must be quoted strictly as per the format prescribed in Annexure II.

20. The bidder shall submit Self Undertaking for Tax Compliance Annexure III.

Sd/-
Chief Executive Officer
Guwahati Biotech Park

ANNEXURE I

GENERAL INFORMATION ABOUT THE BIDDER

(To be filled & signed by the Authorized Signatory of the firm)

Sl. No.	Field Description	Details
1	Name of the Company	
2	Postal Address	
3	Telephone / FAX No.	
4	E-mail Address & Website	
5	Type of Company (Proprietorship / Partnership / Pvt. Ltd. / Ltd.)	
6	PAN No.	
7	GST Registration No.	
8	Details of Experience in CAMC of DG sets of capacity not less than 250 KVA in last 5 years (Copy of Work Order & Completion Certificate must be enclosed)	

(Signature and Seal of Bidder)

Date: ____/____/2026

ANNEXURE II

SCHEDULE OF RATES

Ref No.: GBP/4.21.3/2026-27/7207

Date: / /2026

NAME OF WORK: Comprehensive Annual Maintenance Contract of 2 nos DG sets (380KVA, KIRLOSKAR make) along with associated system installed in Guwahati Biotech Park, Amingaon, Assam.

Sl. No.	Description of Item	Qty	Rate (Rs.) / Amount (Rs.)
1	Comprehensive Annual Maintenance Contract of 2 nos DG sets (380KVA, KIRLOSKAR make) along with associated system installed in Guwahati Biotech Park, Amingaon, Assam.	1 Job	
	Sub - Total (A)		
	GST @ ____% on (A)		
	Grand Total		

Grand Total in Words: (Rupees

_____)

(Signature and Seal of Bidder)

Date: ____/____/2026

ANNEXURE III

SELF-UNDERTAKING FOR PAYMENT OF STATUTORY TAXES

To,
The Chief Executive Officer,
Guwahati Biotech Park, Amingaon,
Kamrup, Guwahati - 781031, Assam

Subject: Self-Undertaking regarding payment of statutory taxes before applying for tender

Tender/Bid Reference No & Date: _____

1. I/We have duly paid and cleared all statutory taxes, cess, dues, and levies payable to Local Authorities, Panchayats, Municipalities, State Government, and the Central Government up to the date of this tender submission and undertake to promptly discharge any such dues that may arise during the tenure of the contract.
2. I/We shall be solely responsible for payment of all applicable taxes, including GST, duties, license fees, cess, and any other statutory liabilities arising in connection with the performance of the contract.
3. I/We undertake to immediately inform the Procuring Entity of any statutory revision, demand, or default and shall bear complete responsibility for settlement of such dues, keeping the Procuring Entity fully indemnified against any liability in this regard.
4. I/We hereby confirm that all notices, demands, or proceedings issued by any Tax Authority up to the date of this submission have been duly complied with and settled. Any outstanding demand has been disclosed to the Procuring Entity, and I/We undertake to settle the same before award of contract, keeping the Procuring Entity indemnified against any liability.
5. In case of any reduction in the rate or amount of GST, taxes, duties, or levies after the Notification of Award, the corresponding benefit shall be duly passed on to the Procuring Entity without delay.
6. This undertaking shall remain valid and binding for the entire duration of the tender evaluation and, if awarded, for the full tenure of the contract including any extensions, until its closure.
7. I/We understand that at any stage if it is found that any statement or document submitted is false/forged/invalid, the Procuring Entity has discretion to terminate the contract and proceed with alternate arrangements as per the tender's risk purchase clause if any.

I/We declare that the above statements are true to the best of my/our knowledge and belief.

Authorized Signatory

Name: _____

Designation: _____

Firm/Company Name: _____

Date: _____

Place: _____

Company Seal: