

TORS FOR GENERATOR MAINTENANCE SERVICES

SCOPE OF WORK

WSSP is looking for a qualified Generator maintenance Service provider to carry out the generator preventiventive and curative maintenance. This Contract Agreement involves the maintenance and emergency repair of 100 KVA Diesel Generator set.

Being that WSSP has a diesel 100KVA generator running as prime power supply, this result running many hours per day and therefore need some preventiventive and curative maintenance. Below are the details;

1. Ensure that the generator is functioning normally and if not, take the necessary action.
2. Ensure all necessary steps are taken to keep the generator in good running order and maximize their useful life
3. Ensure checking of battery acid level and battery terminal connections, charging system.
4. Check cables, Belts, Hoses, Coolant level/condition and Oil level/condition.
5. Wash engine with degreaser, battery cleanness and ensure that the generator house concrete floor must be degreased and clean.
6. Functioning of safety circuit alarms and lights, Automatic transfer switches (ATS), Switchgear power connection temperature, Automation excitatum system. Observe and record oil pressure, Coolant temperature, Voltage at no load and load, HZ at no load (and load when possible) and amperage reading at load when possible
7. Adjustment of timers, voltage and HZ (if necessary).
8. Apply wax coating to outer housing and transfer switch for maximum protection.
9. Ensure that fuel, oil and air filters are cleaned and changing of oil and all type of filters when required / become due as per standard protocols.
10. Generator motor gauges to be checked & monitored visually and inspected before cleaning for oil and water leaks including all hoses and battery terminals.
11. Overall Clearing of Generator.
12. Free replacement of major and minor parts of Generator Set and allied equipment necessary to run Generator Set, which includes ATS, Panel Board parts etc.
13. Provide the replacement or spare generator within 4 to 6 hours at site by the Contractor free of cost i-e transportation loading / unlading on Contractor.
However, the rent per day of the Rented Generator shall be paid by WSSP as per Market based Rate. The contractor shall ensure the repairing and functioning of own Generator on fast track in such case.
14. Generator Maintenance visits will be performed Monday through Friday during normal business hours thrice a month during Summer (April, May, June, July, August, September) and twice a month during Winter (October, November, December, January, February, March).

15. **Service personnel will be available on a priority basis for maintenance on emergency call from Client (WSSP) @ 24/7.**
16. **Emergency Call Response time (2 Hours).**
17. Customer (Admin Section) will verify that the generator is functioning properly by signing **Maintenance Check List** at the end of each visit.

NOT INCLUDED IN SCOPE OF CONTRACT:

- Replacement of Batteries.
- ATS in case of Fire due to accident.

OTHER TERMS AND CODITIONS.

1. This service Contact will be applicable from _____ and shall remain valid for the period of ONE YEAR till _____, subject to renewal if mutually agreed.
2. In case the First Party fails to fulfill its contractual duties the Second Party shall impose penalty on 1st Party which shall not exceed 25% of deduction from the monthly bill of 1st Party and in case of default by 1st party for three times the Contract Agreement will be stand cancelled and all the due payments shall be forfeited. In exceptional circumstances to be determined solely by the Second Party.
3. The First Party shall provide Services / Repair / Replacement of parts according to manufacturer's specifications / requirement of Second Party and to ensure smooth running of the Generator Set.
4. The First Party shall deliver the services to the location / WSSP site by the Second Party without charging any additional loading/unloading or transportation costs.
5. All the labor charges in this respect shall be borne by the First Party.
6. Once the First Party had provided the services in accordance with the quantity, quality and specification mentioned in the Contract Agreement AND a subsequent "**Maintenance Check List**" from the concerned department of the Second Party is received along with valid invoice, the Second Party shall pay the First Party @ of **Rs. _____ Per month.**
7. Must possess utmost integrity, outstanding moral character, emotionally stable and ethical in their behavior always.

8. The Contractor shall fully recognize that noncompliance or violation of any of the above requirements and standards during the contractor's engagement with the WSSP may result to request for replacement or personnel or termination of the contract.
9. All forms of obligations and taxes shall be borne by the First Party for the purposes of the contract. The Second Party shall deduct income tax. According to the rates stipulated in the relevant law from the payments made to the First Party. The Second party shall also deduct 1/5 of Sales Tax from the bill(s) presented by the First Party.
10. Upon complaint from the Second Party the First Party shall resolve the issue within 24 Hours (maximum).

Signature with Seal.