

From :

Superintending Engineer

EHV O&M Circle, M.S.E.T.C.L.

400kV. Sub Station. Campus At.Po. **Khadka**

Tal. Bhusawal, Dist : Jalgaon - 425 201

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Ref : SE/EHV/O&M/KDK/BSL/TECH/No. 158

Date : 04.02.2022.

E-Enquiry

Sub: - E-Enquiry for Work of carrying out the fire safety audit as per Maharashtra Fire Prevention & life safety measure Act 2006 at various 132kV, 220kV & 400kV substations under EHV (O&M) Circle, Khadka-Bhusawal.

Dear Sir,

Sealed and super scribed quotations are invited for the above work as per enclosed schedule 'A'. You are requested to quote your lowest rates for the above work. The terms and conditions are as follows.

TERMS AND CONDITIONS

- 1. Due Date:** - The quotation complete in all respect, duly sealed & super scribed should be submitted to this office on or before **16.02.2022 upto 16:00Hrs.** Positively.
- 2. Scope of work:-** As detailed in schedule 'A' & 'B'.
- 3.** Please refer the schedule attached herewith and quote your offer for the same.
- 4.** No Price variation is applicable. GST rate as applicable will have to be quoted separately in space provided. If nothing is specified rates will be considered as inclusive of all taxes
- 5.** According to the financial Act 194 (C) OF 1972 income tax will be deducted from your Bill at the applicable rate of the contract value and certificate to that effect will be issued to you.
- 6. Security Deposit:** -
 - a. The successful contractor shall have to deposit the security deposit of 5% of contract value towards security deposit in this office by Cash/DD/B.G./FDR within 15 days before commencement of the work. The same shall be refunded to you after satisfactorily completion of work and as per availability of funds.
 - b. If the successful contractor fails to submit security deposit within the stipulated period, it will be presumed that the contractor is not interested in execution of the contract and the work contract will be issued to other agency i.e The decision of E-enquiry accepting authority i.e the Superintending Engineer, EHV O&M Circle, Bhusawal shall be final and remain binding on the contractor(s).
 - c. No interest will be paid on the security deposit and the security deposit will be refunded after satisfactory execution of work.
 - d. If the work will not be completed by the agency the security deposit will be forfeited by the MSETCL.
- 7. Validity of Offer:** - The offer should be valid for our acceptance for a period of 90 days from the due date of E-enquiry.

- 8. Documents required:** - the rate offer must be accompanied with the following documents duly attested & signed by the vendor.
- I. Valid Goods & Service Tax (GST) registration certificate.
 - II. Valid Shop Act / MSME/ NSIC / SSI Registration.
 - III. PAN Card Copy.
 - IV. Safety auditor license from Gov. of Maharashtra / National safety council of India.
9. Undersigned reserved the right to accept any quotation or to reject/ accept all the quotation without assigning any reason.
10. All EHV Sub-stations and Division Office should be physically checked/ inspected for fire safety point of view. Present status regarding fire prevention/protection system to ICTs/ Power Transformers, available equipments/extinguishers etc. should be recorded.
11. The fire Norms, Maharashtra Fire Prevention & Life safety Measures Act-2006 the suggestion and recommendation should be informed in fire safety audit report for each sub-station and Division Office.
12. Basic training on fire fighting to available technical and other staff at the time of inspection and audit.
13. Submission of "Fire Safety Audit Report" in three copies.
14. The work should be carried out strictly within 45 days from the handing over the site.
15. The work carried out should be as per the standard practices of MSETCL.
16. Interaction with staff & important tips to all staff present during audit. The contractor shall be fully responsible for compliance of all statutory obligations under the Factory Act 1948, Contract Labour (Regulation and Abolition) Act 1970, Maharashtra Labour Contract Regulation & Abolition Act, 1971, Minimum Wages Act, Provident Fund Act and ESIC Act / Workman Compensation Act 1926, Payment of Wages Act in respect of the Staffs deployed. The rules and regulation of the Contract Labour Act shall be binding on the contractor.
17. The MSETCL will not be responsible for violation of these statutory rules and regulations by the contractor. It shall be the sole responsibility of the contractor to observe all the relevant acts and regulations along with amendments frame by the Government from time to time. The MSETCL shall not be responsible for violation of any of the above stated regulations / Acts etc. by the contractor.
18. You will have to arrange all tools, plants, skilled manpower etc. to carry out the work at your own cost.
19. You will have to provide all safety measures to your staffs while executing the work.
20. If any loss occurs to Company's property during execution of work, you should make it good at your own cost.
21. The payment shall be made only after satisfactory completion of work as certified by the concern Engineer In-charge and as per availability of funds.
- 22. Agreement & Stamp Duty:-**
- a. The successful Contractor has to execute an Agreement with The Executive Engineer, EHV O&M Division, MSETCL; NANDED within 7 days after receipt of the work order.
 - b. The successful Contractor shall submit an Agreement Bond on non-judicial stamp paper as per the Clause 63 of Mumbai Stamp Duty Act 1958. The expenses towards the stamp paper and preparation of Agreement Bond will be on the part of the contractor.
23. If the work is not carried out within the stipulated time / period, penalty @ U2% per week of the balance works will be recovered from the contractor's bill subject to 10% maximum.
24. Quotation received after due date will not be considered. This office is not responsible for any postal delay.

25. The undersigned reserves rights to cancel the contract at any stage. The decision of the undersigned in this regard will be final and binding on the agency.
26. **Liability of Accident / Loss:** The contractor will be responsible for any accident to any of his personnel or loss to him during the work. The responsibility of the insurance towards the same shall be with the contractor. The compensation to the contractor's personnel will be the responsibility of the contractor.
27. **Exceeding The Order Value:** The contractor will have to watch and ensure that the total value of work carried out by him does not exceed the contract value. If the work / value of contract is likely to be exceeded the same should be brought to the notice of the undersigned in writing. If the value of the total work exceeds the order value in that case the contractor is not permitted to execute the work without prior permission from the undersigned.
28. **Subletting of the Contract:**
- a. The contractor will not sublet / transfer / assign the contract as a whole or any part or any operation thereof to any other party.
 - b. In case the contractor sublets/ transfers / assigns the contract as a whole or any part it or any operation thereof to any other party, it will be treated as breach of contract and the contract will be terminated at contractor's risk and cost.
31. **Insurance:**
- a. The contractor will arrange Employee State Insurance (ESI) for the Staffs employed or insurance policy
 - b. The Workman Compensation Insurance of shall be on the part of the contractor.
32. **Validity of Order:** The order will be valid for until exhausting of the order amount OR for a period of **six months** from the date of issue of work order whichever is earlier.
33. GST, Income Tax, labour cess & statutory taxes as applicable shall be paid/deducted from your bills as per prevailing Government rules.
34. **Contractor's Default/Responsibilities:**
- a. In case you fail to complete work fully OR partially, the security deposit will be revoked by MSETCL. In this case the balance work will be got done from other agency may be at higher rates and the difference in cost will be recovered from the contractor's bills.
 - b. In case of any loss / damage to the Owner's asset /material, it will be the sole responsibility of the contractor to lodge the complaint in writing to the nearest police station under intimation to this office or to In-charge/ designated officer.
 - c. If there happens any loss of goods or damage to valuable material in the premises on account of negligence of the Staff, the cost of loss / damage shall be recovered from the contractor.
 - d. Kindly note that work is to be carried out in live 400/220/132kV Switchyard. As such, you should take all necessary safety precautions.
 - e. It is the responsibility of contractor to maintain the discipline of his workers/staff and himself. Any hindrance, misbehavior towards MSETCL staff will be viewed very seriously and the contract will be terminated without entertaining any financial claim of the contractor in this regard.
 - f. In case there is any damage to MSETCL's property or to any other contractor's property or to the MSETCL employee or to any other contractor's persons, due to careless working of the contractor's labour, the same will be recovered from the contractor.
 - g. Your workers and supervisors shall be aware of all Security & safety Rules and Regulations.

35. **Suspension / Holding of Work:** If the work has to be suspended due to any reason i.e. stay order from court of law, legal held up from any other Agency, shut down etc. the MSETCL shall not pay any compensation / damage to the contractor towards item like idle labour, etc. In such cases the contractor is not liable for claiming extra payment.
36. **Deduction:** Any Amount which become payable by the contractor to the MSETCL under particular contract will be deducted by the Owner from any amount due or becoming due to him to the contract under the same or any other contract.
37. **General:** The Contractor are also deemed to be fully aware of the company's general conditions of contract for work, supply of equipment/material and any ignorance of any of the condition will not exempt you from liability to abide by the same.
38. **Jurisdiction:** All disputes or difference arising out of and in connection with the contract shall be subject to the exclusive jurisdiction of Bhusawal Court only.
39. Agency should have to pay **Rs. 100/-** against e-enquiry Quotation Fees by cash to this office & copy of receipt attached with quotation.

Thanking You.

Yours Faithfully

**Sd/-
Vilas Khachane
Superintending Engineer
EHV (O&M) Circle, Bhusawal.**

Copy s.w.r.s. to: -

The Chief Engineer EHV (O&M) Circle, Bhusawal.

Copy to:-

- 1) The Executive Engineer, EHV O&M Division, Jalgaon/Dhule.
- 2) The Executive Engineer, 400kV R.S. Division, Dhule/Khadka/ Deepnagar.
- 3) The Manager (HR)/(F&A) EHV (O&M) Circle, Bhusawal.
- 4) MF.

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
EHV (O&M) CIRCLE BHUSWAL.**

SCHEDULE 'A'

Sub: Work of carrying out the fire safety audit as per Maharashtra Fire Prevention & life safety measure Act 2006 at various 132 kV, 220 kV 400 kV substations under EHV (O&M) Circle, Bhusawal.

Sr. No.	Particulars of Works	Voltage Level of S/Stn.	SAP Code	Unit	Qty	Estimate unit Rates Incl. all Taxes	Quote for all items in % age above, below or At Par
1	1) Work of carrying out the fire safety audit as per Maharashtra Fire Prevention & life safety Measure Act 2006 and various status/standards/rules & regulation mentioned in fire prevention & protection policy for substations/switchyard of MSETCL i.e. Central Electricity Authority (CEA) Regulations, (By Notifications, the 20 th August, 2010), Gas Cylinder Rules, Factory Act, OISD STD 117, Central Board of Irrigation & Power, National Fire Protection Association Standard (NFPA 850), Bureau of Indian Standards (BIS), is 303420-10-20201993 (Edition 2005-02), BIS STD, IS 2190: 2010, National Building code of India 2016 (Volume-I, Part-IV Fire safety' & life safety other applicable Standards viz BIS, NFPA, UL, FM etc.	132kV	50009777	Nos.	29	5920.06	
2		220kV	50020303	Nos.	12	12316.25	
3	2) As per CBIP norms, recent guidelines of MSETCL and fire Norms, Maharashtra Fire Prevention & life safety measures Act 2006 the suggestions and recommendation should be informed in fire safety audit report for each substations. 3) Basic training on fire fighting to available tech. staff at the time of inspection and audit. 4) Submission of "fire safety and Audit Report" in four copies (i.e. at substations/Division/Circle)	400kV	50006708	Nos.	3	22089.60	

**Sd/-
Vilas Khachane
Superintending Engineer
EHV (O&M) Circle, Bhusawal**

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD
EHV (O&M) CIRCLE, KHADKA-BHUSAWAL**

Schedule 'B'

Check list for carrying out the fire safety audit as per Maharashtra Fire Prevention & life safety measure Act 2006 at various 132 kV, 220 kV 400 kV substations under EHV (O&M) Circle, Bhusawal.

1. Date of Audit :
2. Name of the S/s.
3. Name and designation of the s/s in charge:
4. Year of commissioning :
5. Total staff (Regular) in the s/s :
6. Name of the Agency:
7. Order No.

SAFETY AUDIT

- 1) Valid authorization list s/s staff - Available / not available
- 2) Valid authorization list for DISCOM staff - Available/ not available
- 3) One sample of cross permit - Available / not available
- 4) One sample of work permit - Available / not available
- 5) One sample of caution permit - Available / not available
- 6) Whether operating manual is available - Yes/No
- 7) a. Whether outage is availed as per operating manual one sample may be shown.
b. Whether not to operator board is placed on control switch of control Panel at the time of outage
c. Whether work proper earthing is done before issue of permit
- 8) Whether maintenance schedule is available - Yes/No
- 9) Whether work carried out during outage period as per maintenance schedule - Yes/No
- 10) If yes, one sample may be shown during safety audit.
- 11) No of power Transformers available in the s/s with capacity wise.
- 12) Last date of quarterly maintenance of each transformer
- 13) One sample of maintenance of power transformer may be shown.
- 14) Last date of oil Testing of each transformer including DGA test carried out
- 15) Whether any abnormality found in the oil Test including DGA Test of each Transformer.
- 16) Whether all the equipments i.e. Breaker CT/ PT, isolators, L.A., CC etc. maintained as per maintenance schedule. Maintenance card should be shown in support with signature of s/s in charge.
- 17) Earth resistance of the s/s - latest value taken may be shown.
- 18) i) Condition of battery set :
ii) Date of charge discharge cycle:
i) No. of cells faulty
ii) Earth resistance of each L.A.S. earth pit
iii) LCM (Max. Min. value)
iv) Earth resistance of each transformer pits
- 19) a. Last Date of thermography of switchyard carried out
b. Status of hot spot pending to be attended
c. Oil leakage in transformer or any other equipment - Yes/No
d. SF-6 gas leakage in breaker - Yes/No
e. Testing report of ten delta of transformer bushings/windings and CT PT units - Normal/abnormal

- f. Breaking timing of breaker - Normal/abnormal
- g. Contact resistance of breaker- Normal/abnormal
- 20) a. Whether all the main relays are Normal - Yes/No
- b. Whether setting of all the main relays are proper - Yes/No
- 21) Whether First Aid Box is available - Yes/No
- Whether all the contents in the First aid box is available with no expiry date of medicine.
- a. Are the contents of the first aid kits checked regularly?
- b. Are first aid kits replenished as necessary?
- 22) Whether adequate Fire extinguishers are available in the s/s- Yes/No
- 23) Whether all the Fire extinguishers are having validity date.
- 24) Whether all the staff are aware to use of fire extinguishers and can operate in the event of fire. - Yes/No
- 25) Whether any hazardous area in the s/s i.e. grass, trees below the lines etc. - Yes/No
- 26) Latest accident occurred in the s/s a brief note with reason may be given.
- 27) Latest occurrence in the s/s, a brief note reason.
- 28) Whether operating and maintenance staff using proper PPE (personal protective equipment) at the time operation and maintenance work.
- 29) The condition of each (PPE) : Healthy / not healthy
- 30) Whether operating staff using hand gloves while operating the isolator, discharge rods etc?
- Yes/No
- 31) Whether operation and maintenance staff carrying aluminum ladder at knee high? - Yes/No
- 32) Whether O&M staff bearing safety shoes whenever go into the switch yard for work – Yes/No
- 33) Whether O&M staff bearing helmet whenever went to switch yard for work. – Yes/No
- 34) Whether raincoat is provided and O&M staffs go to switch yard with rain coat whenever required.- Yes/No
- 35) Whether cords of hand drill machine, meggers are having good insulation values and there is no leakage current.-Yes/No
- 36) Whether all the PPE are maintained satisfactorily. -Yes/No
- 37) Staffs are well acquainted with the PPE.-Yes/No
- 38) Is there any shortage of PPE? -Yes/No
- 39) Staff are using safety belt to work on high equipment line such as breaker, CT/PT, L.A. etc. -Yes/No
- 40) Condition of House Keeping
- 41) Condition of garden.
- 42) Overall outlook of the s/s :
- 43) TRAINING
- 43.01) Is induction training provided for all employees including Contractors Employees?
- 43.02) Does initial training include a thorough review of hazardous and accidents associated with the job?
- 43.03) Is training provided for the use of emergency equipment?
- 43.04) Have managers and supervisors attended safety training?
- 43.05) Are training records maintained for all safety training?
- 44) EMPLOYEE PARTICIPATION
- 44.01) Are workers consulted on the safety aspects?
- 44.02) Are employees encouraged to raise issues for consideration?
- 44.03) Is safety a standing agenda item?
- 44.04) Are employees encouraged to bring their concerns regarding safety to the attention of Management?
- 44.05) Are the names of safety representatives displayed?

FIRE SAFETY AUDIT:

ESCAPE ROUTES

- 1) Are you familiar with all your escape routes and –Are they clear?
- 2) Are all escape doors clear of obstructions?
- 3) Can all fire escape doors be opened immediately and easily?
- 4) Are all push bars and pads on emergency doors in good working order?
- 5) Are all External Emergency routes clear of obstructions?
- 6) Does all electronic release mechanism on fire doors work correctly?
- 7) Do all internal self closing devices work correctly?
- 8) Are fire seals and self closing devices in good condition?
- 9) Do all roller shutters provided for compartmentation work correctly?
- 10) Are all external escape stairs safe?
- 11) Has escape route compartmentation being effected by other works? (if Yes please Investigate)

Fire Detection and Warning Systems

- 1) Is the indicator on the fire alarm panel showing “normal”
- 2) Do the manual call points work correctly?
- 3) Last tested on date _____ by _____ Is certificate of test available?
- 4) Do the automatic detectors operate correctly?
- 5) Have you tested the detectors every _____ weeks? (Remove battery operated detectors)
- 6) Did the alarm system work correctly when tested?
- 7) Last tested on date _____ by _____ Is certificate of test available?
- 8) Did your employees and others present hear the fire alarm?
- 9) Do all visual alarms work correctly?
- 10) Do all the electronically linked mechanisms operate correctly? –
 - Magnetic door holders –
 - Smoke / Fire curtains –
 - Others

ESCAPE LIGHTING

- 1) Escape Lighting
- 2) Are emergency light fittings and exit signs working and in good condition?
- 3) When tested did all the emergency lights work?
 - Last tested on date _____ by _____
 - Is certificate of test available?
- 4) Has the system been checked by a competent person?

Sd/-
Vilas Khachane
Superintending Engineer
EHV O&M Circle, Bhusawal