



MANOHAR PARRIKAR INSTITUTE FOR
DEFENCE STUDIES AND ANALYSES

मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

No.1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi – 110 010

Ph. No., 26717983 Ext:305/312

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MP-IDSA/EM/DG SETS AMC/2026

Date: 05 Jan 2026

**CUSTOMER BID FOR SERVICE ON GEM FOR –NON-COMPREHENSIVE AMC OF
250 KVA & 750 KVA DG SETS (D.G. SET POWERED WITH CUMMINS ENGINE)
INCLUDING B-CHECK MAINTENANCE SERVICES
AT MP-IDSA**

Online bids are invited under single bid system from OEM or its authorized channels partner Contractor for **“Non-Comprehensive AMC of 250 KVA & 750 KVA DG Sets Including B-Check Maintenance Services”** at MP-IDSA premises located at No. 1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi -110 010 as per details given in formats.

Detailed Tender Documents are available online from the date of tender publication at **www.idsa.in** and **GeM**. The bidders should upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their **bids on the GeM**, latest by **02 Feb 2026** by 1500 hrs also hard copies of the relevant documents to be submitted along with (1) Demand Draft for Rs. **3000/- (Rupees Four thousand only)** in favour of **“MP-IDSA” payable at New Delhi** as Earnest Money Deposit and (2) all documents signed and stamped, which shall be submitted in sealed cover addressed to the **Assistant Director, MP-Institute for Defence Studies and Analyses**, may be sent at the Institute's address mentioned above either by Speed Post / By hand delivery at Tender Box kept at the reception office, should reach on or before **1500 hrs, 02 Feb 2026**. duly mentioning on top right hand corner of the sealed envelope **“EMD and any other supporting documents for “Non-Comprehensive AMC of 250 KVA & 750 KVA DG Sets Including B-Check Maintenance Services”**”.

All the tenders are to be submitted on the prescribed forms, as enclosed, duly signed, stamped and dated on each page of tender and Annexures as their unconditional and explicit concurrence to the terms and conditions laid down by the Institute.

The bids shall only be opened online in presence of the bidders or their authorized representative, not more than one person, may be present at the time of opening of the bids, if they desire. **All quotation should be submitted on the GeM portal.**

MP-IDSA reserves the right to accept or reject any or all quotations including the lowest bidder without assigning any reason at its sole discretion and the decision of the MP-IDSA will be final and binding to all concerned.

Critical Dates of Tender:

(i) Publish Date & Time	08/01/2026, 11:00 hrs
(ii) Document Download Start Date & Time	08/01/2026, 11:30 hrs
(iii) Bid Submission Start Date & Time	02/02/2026, 12:00 hrs
(iv) Bid Submission End Date & Time	02/02/2026, 15:00 hrs
(v) Offline submission, EMD, and other supporting documents	02/02/2026, 15:00 hrs
(vi) Bid Opening Date & Time	02/02/2026, 15:30 hrs
(vii) Cost of Tender	Free of cost

Note : : Contractor may inspect the Campus & assess its requirement before bidding the tender. Corrigendum / addendum / modification to this tender, if any, will be notified through GeM, www.idsa.in only.


Col. Chetan Gurbax (Retd.)
Assistant Director (Admin)



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**NON-COMPREHENSIVE AMC OF 250 KVA & 750 KVA DG SETS INCLUDING B-CHECK
MAINTENANCE SERVICES
MEMORANDUM OF WORK IN BRIEF**

1	Name of work	Non-Comprehensive AMC of 250 KVA & 750 KVA DG Sets Including B-Check Maintenance Services
2.	Cost of Document	Free of Cost
3	Estimated Cost	Rs.1,50,853/- including GST
4	Earnest Money	Rs.3,000/-
5.	Validity period	90 days
6.	Publish Date & Time	08.01.2026 by 1100 hrs
7.	Submission Start Date & Time	08.01.2026 by 1130 hrs
8.	Site visit	08.01.2026 on all working day between 1030 hrs to 1530 hrs till submission end date.
9.	Tender Submission End Date	02.02.2026 by 1500 hrs.
10.	Tender Opening Date	02.02.2026 by 1530 hrs.
11.	Mode of Sending	EMD and relevant documents of In sealed cover by Speed post/Hand Delivery in the tender box kept at reception.


Col. Chetan Gurbax (Retd.)
Assistant Director (Admin)

Signature of bidder
Name :

Company seal
Date

SUBJECT: NON-COMPREHENSIVE AMC OF 250 KVA & 750 KVA DG SETS INCLUDING B-CHECK MAINTENANCE SERVICES

SCOPE OF WORK AND OTHER REQUIREMENTS

Online bids are invited for the work as mentioned above and scope of work and terms & Conditions of the order shall be as follows: -

1. OBJECTIVES: MP-IDSA having its Office at Shankar Vihar, New Delhi to facilitate electrical power system. The control Centre have 24X7 for operation and having infrastructure like servers, communication equipment's, battery banks, UPS system, HVAC system, Lift and window/split ACs etc.

To meet the interruption of LT power supply, 250KVA and 750KVA DG sets has been installed in premises to supply uninterrupted power supply to its Office and residential area during the failure of main power supply. To keep the DG sets ready in operational condition as and when required to run in emergency condition and under normal condition.

2 SCOPE OF WORK UNDER SUBJECT CONTRACT:

- a. Non comprehensive AMC of three DG sets 250KVA-2 Nos & 750KVA -01 No. for the period of 1(One)-year.
- b. B-check maintenance services of both the DG sets (250KVA&750KVA) services (once in year)
- c. The Service Engineers visit during the contract period for 250 KVA on quarterly basis & 750 KVA on monthly basis to carry out undermentioned routine check-up work:-
 - (i) All routine maintenance service, as and when it becomes due.
 - (ii) Visual inspection of the engine.
 - (iii) Inspection of the engine operation.
 - (iv) Regular maintenance checks on engine including 'B' checks (B-check spares are covered in this contract list enclosed as Annexure-I)
 - (v) Training for staff on operation and maintenance of the engine / DG set during visit.
 - (vi) To carry out inspection of the said D.G. Set, to carry out minor adjustment & repairs if (any) required.
 - (vii) To give expert advice guidance to operator for the proper maintenance & efficient working Of D.G. Set
- d. **Following will be checked during AMC Visit**
 - (i) Engine will be checked as per our standard format.
 - (ii) Alternator and D.G. Control Panel:
 - (iii) Insulation resistance of all the windings of the alternator once in a year.
 - (iv) Healthiness of the connection of AVR Assly.
 - (v) Cell conditions/capacity of the battery

- (vi) Connections and setting of the instruments such as relays, timer etc, of the panel.
- (vii) All relevant parameters connected with the performance of the alternator will be checked in both load and no-load conditions.
- (viii) Service Provider to maintain and give a copy of the Service Reports (FSR) made by the service engineer, which will be a complete record of maintenance, failures / breakdowns are attended along with the effective action taken. We shall also provide recommendations for improved performance of the engine. It is the onus of the institute to comply with the recommendations as these will be based on the engine manufacture's (Cummins) recommendations.
- (ix) Service engineers shall must equipped with all Cummins Special tools as and when required for the routine servicing or repair of the engine.

d. Following repairs to DG Set shall beyond the purview of this contract (Out of Scope Work):

- (i) Any failures arising out of operational faults, failures due to wrong grade of fuel, accidents due to external factors, damage or excess wear to the maintained equipment or parts resulting from Unusual or special operating environments, such as airborne contaminants or corrosive Atmosphere.
- (ii) Replacement / reworking of acoustic enclosure / canopy, exhaust silencer, fuel tank, and exhaust Piping, replacement of battery and KWH / Energy meter, AVM pads and cleaning of diesel tank will be charged extra.
- (iii) Replacement of radiator / core.
- (iv) Engine – Major overhauling and any repairs involving replacement of cylinder block, crankshaft, Camshaft, cylinder head, piston, piston rings, fuel pump, nozzle, turbocharger
- (v) Alternator – Rewinding.
- (vi) Control Panel – Replacement of breaker / Power Contactors, AMF controller, PLCs, Bus Bar and Power cables.
- (vii) Repairs of sub-assemblies like Calibration of pump, injector, Repairs to governor, turbocharger, Radiator electrical accessories fitted on the engine such as starting motor, generator dynamo for changing batteries etc. & transportation charges etc. are at actual will be paid by the customer.
- (viii) Catastrophic failure.
- (ix) Fault & complaint: low fuel level tank, no distilled water in batteries, emergency stop switch in pressed conditions, wrong operating problem will be charge extra.
- (x) The contract does not include carrying out major repairs or major parts replacement such as cylinder head, Gear case cover, Oil pump, Flywheel housing, Fuel injectors, Fuel pumps, Radiator etc. for such requirements

separate quotations and advice will be given and repairs carried out with due notice / convenience to the customer.

- (xi) Although Radiator / Heat exchanger and Electrical accessories such as starter motor, battery charging alternator, alternator, panel board etc. are not included in this contract, we can arrange on request, for repairs / maintenance the Authorized dealers for your requirement as a paid service.
- (xii) The contract does not include any calibration / reconditioning / alignment services or major overhauls. Such works if required to be carried out will be charged at rates as laid down by Cummins India Ltd. this also is applicable in the case as major breakdown caused by accident, misuse, fire, etc.
- (xiii) This contract does not include any services to Synchronization Panels / Any External Panels or ACB.

e. Service Provider Shall:

- (i) Non Comprehensive Annual Maintenance Service Contract covered 12 visits (i.e. for 750 KVA once in a month and quarterly visit for 250 KVA) excluding normal breakdowns unlimited times if required. Annual Maintenance Contract is treated as only purely Labour Charges.
- (ii) Service Engineer to visit the site once in a month as per contract terms, on working days and during normal working hours.
- (iii) Provide quotation for required spares after due negotiation with appropriate level and supply the spares against P.O. as per term and conditions.
- (iv) Undertake repairs of sub-assemblies of engine i.e. fuel pump injectors etc, and major repairs to the engine, alternator, and control panel will be charged as per quotation.
- (v) **Parts supply / Fitment and repairs: The service provider shall purchase all Cummins spares as and when required Quotation for supply of Such parts will be provided on request. The contract become null and void if the necessary parts are not purchased from us/ Authorized source and repairs carried out by any unauthorized source.**
- (vi) Timelines for DG Set Restoration:
 - (a) Minor Breakdowns: Minor Breakdowns in AMC Scope shall be rectified and the equipment restored to normal operation within 24 hours of reporting.
 - (a) Major Breakdowns: out of Frame Repairs & Overhauling Major jobs like Engine overhauling, Alternator Re-Winding will be carried out within 20 days respectively of reporting the Failure.

4. **Submission of Bid:** Bid shall be uploaded on GeM and signed on all pages along with this letter in token of the acceptance of terms and conditions mentioned herein-before, should be submitted in sealed covers duly marked "Tender for "Non-Comprehensive AMC of 250 KVA & 750 KVA DG Sets Including B-Check Maintenance Services addressed to Assistant Director, MP-IDSA, so as to reach on or before 1500 hrs on **02 Feb 2026**.

5. Upon acceptance of the quote, no subletting/transfer would be allowed by the Contractor.

6. **Earnest Money Deposit:** Bidders shall deposit Earnest Money Deposit (EMD) along with their bids. While submitting the bid, the vendor shall deposit Earnest Money of **Rs. 3000/-** by demand draft "**MP-IDSA**" payable at **New Delhi**. No other mode of remittance shall be accepted. EMD is to remain valid for a period of 90 days beyond the final bid is accepted. EMD of the unsuccessful bidders will be returned to them at the earliest latest on or before the 30th day after the award of the work. The EMD of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. EMD is not required to be deposited by those Bidders who are registered MSME, etc. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender. The bidders found without EMD are liable for outright rejection.

7. **Security Deposit** : On receipt of the Letter of intent (LOI), the successful bidder shall furnish 10% of the contract value as security deposit in the form of Fixed Deposit Receipt from Nationalized Bank or Bank guarantee from Nationalised Bank. The Security deposit shall be valid for a period of fifteen days beyond the defect liability period.

8. **Payment Terms:** 100% payment will be released after satisfactory completion of work on **quarterly basis**. All statutory deductions like TDS, GST as applicable rules shall be made from the due payment of the bidder.

9. **Duration Of contract:** The contract shall initially for **one year** from date of signing of contract. Institute has right to extend the validity of contract for another two years as mutually agreed upon subject to satisfactory performance. The contract can be cancelled unilaterally giving 3 month notice by the Institute in case service is not rendered satisfactorily. If the contractor also does not want to continue, he has to give 3 months' notice to Institute. However in this case, his name shall be put in holiday list for another 03 years. Decision of the institute shall be final & binding to decide reasonability.

10. **Eligibility Criteria:** -The firm should be OEM i.e Cummins or its authorized channel partners based in Delhi NCR.

(i) Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least Rs. 50 Lakhs per annum.

ii) Experience of having successfully completed similar works during last 3 years ending last day of month previous financial year 2023-24/2024-25 to the one in which applications are invited should be either of the following: -

a. Three similar completed works costing not less than the amount equal to 40% of the estimated cost.

or

b. Two similar completed works costing not less than the amount equal to 75% of the estimated cost.

or

c. One similar completed work costing not less than the amount equal to 100% of the estimated cost.

Note:-Definition of Similar Work: Experience of Electrical works/DG SET operation and maintenance in any Govt. office or large private sector company.

(iii) For MSME registered bidder: Declaration of Udyog Aadhaar Memorandum (UAM) number by the MSME vendors on GeM portal should be made. The MSE bidders who fail to submit UAM number will not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs.

(iv) MSME bidders under relevant category need not to deposit EMD.

Firm registered office must be in Delhi NCR (Proof required as latest Electricity bill/water bill or lease agreement only) .

(v) Copy of valid PAN

a) In case of limited/Pvt. Limited company- PAN should be in the name of company.

b) In case of partnership firm- PAN should be of firm only.

c) In case of sole proprietor firm- PAN should be either of sole proprietor or firm & in such case an affidavit is also to be submitted for sole proprietor of the firm.

(vi) Declaration w.r.t. GST- A self-declaration that the bidder is not black listed by GST authorities.

(vii) Clear track record /non blacklist undertaking as per Appendix -I

11. Pre-qualification sheet:-

SL	Documents required	For General Bidders	For MSME Bidders	Remarks
1.	Valid Firm Registration with control office in Delhi/NCR	Yes, Required	Yes, Required	
2.	Earnest Money Deposit (EMD) - Rs. 3,000/-	Yes, Required	Exempted	
3.	Experience - 03 years Handling AMC for repair and maintenance of DG Set as per scope of work	Experience of running/completed work during last 03Yrs	Experience of at least one work in last 03yrs	Attached Completions Certificates
4.	MSME Certificate	-	Yes, Required	
5.	GST Registration No.	Yes, Required	Yes, Required	
6.	PAN No.	Yes, Required	Yes, Required	
7.	Avg. Annual Turnover last 03 Years, CA certified	Yes, Required	Exempted	
8.	Undertaking for Non-Backlisting on stamp paper of Rs 100/- (Rupees hundred only) duly notarized	Yes, Required	Yes, Required	
9.	Cummins OEM/OEM authorized service provider (Certificate enclosed)	Yes, Required	Yes, Required	

12. Force Majeure. Should any Force Majeure circumstances arise, each of the contracting party shall be excused for the non-fulfilment or for the delayed fulfilment of any of its contractual obligations, if the affected party within (01 day) of its occurrence informs the other party in writing. Force Majeure shall mean fires, floods, natural disasters or other acts, that are unanticipated or unforeseeable, and not brought about at the instance of the party claiming to be affected by such event, or which, if anticipated or foreseeable, could not be avoided or provided for, and which has caused the non-performance or delay in performance, such as war, turmoil, strikes, sabotage, explosions, quarantine restriction beyond the control of either party. A party claiming Force Majeure shall exercise reasonable diligence to seek to overcome the Force Majeure event and to mitigate the effects thereof on the performance of its obligations under this Work order.

13. Dispute Resolution.

(a) Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities' representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Director General, MP-IDSA.

(b) The award of the sole Arbitrator shall be final and binding on all the parties. The arbitration proceeding's shall be governed by Indian Arbitration and Conciliation Act 1996 as amended from time to time.

(c) The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceeding and currency of contract, neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the contractor shall continue to be made in terms of the contract. Arbitration proceedings will be held at Delhi/New Delhi only.

14. **Jurisdiction of Court**. The courts at Delhi / New Delhi shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

Non Blacklisted Certificate

(To be provided on (Rs.100/-) -A non-judicial stamp paper duly notarized)

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered/pending against the firm or its owner/partners anywhere in India. I also certify that the above information is true and correct in any every respect and in any case, at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:
Place:

Authorized Signatory
Name:
Designation:
Contact No.
Email ID:

Additional Conditions

- (A) All the T& P is to be arranged by Contractor and nothing extra shall be paid on this account
- (B) The contractor shall make his own arrangement for making electric connections to equipment like drill machine etc. If any.
- (C) The Contractor shall be bound to follow the restrictions on the movement of labour, at MP-IDSA campus due to security or any other reason(s). No Claim shall be entertained on this account.
- (D) The contractor shall personally responsible for violation of any guidelines and shall have to pay the fine /penalty imposed by appropriate authority. No claim on this account shall be entertained.
- (E) TDS & GST will be deducted as per applicable rules.
- (F) The contractor shall be fully responsible for safe custody of the material even if the materials are under double lock system.
- (G) Quantity can be increased or decreased depending upon the requirements.
- (H) Contractors are advised to visit the site and condition before quoting. After opening the bids no excuse will be entertained with regards to site conditions, security restrictions, etc.
- (I) In terms of Para 8(J)(D) of RTI Act 2005 and Office memorandum No:8/2/2010-IR dated 27 April 2010 of Ministry of Personnel (Department of Personnel & Training) w.r.t **displaying of information to all other bidders/third party would harm the competitive position.**

Director General, MP-IDSA reserves the right to accept or reject the lowest or any offer or all offers without assigning any reasons thereto.

Please acknowledge.

Yours sincerely,


Col. Chetan Gurbax (Retd.)
Assistant Director (Admin)

Form of Tender

To,

**MP-IDSA
No 1, Development Enclave
Rao Tularam Marg, New Delhi-110010.**

Sir,

Name of work: Non-Comprehensive AMC of 250 KVA & 750 KVA DG Sets Including B-Check Maintenance Services

1. Having visited the site condition and examined the conditions of contract, specifications and schedule of quantities for the above named work, we offer to undertake and complete the whole of subject work in conformity with the said conditions of the contract and schedule of quantities of this quotation.
2. We undertake to complete and deliver the whole of the work comprised in the contract within the time limit.
3. We have independently considered the amount of liquidated damages shown in the document hereto and agree that it represents fair estimates of loss likely to be suffered by you in the event of the works not being completed properly.
4. Unless and until a formal agreement is prepared and executed, this quotation together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our bid is accepted, we are to be jointly and severally responsible for the due performance of the contract.
6. We also understand the norms in terms of Para 8(J)(D) of RTI Act 2005 and Office memorandum No:8/2/2010-IR dated 27 April 2010 of Ministry of Personnel (Department of Personnel & Training) w.r.t displaying of information to all other bidders/third party would harm the competitive position.

Dated Day of

Signature.....In the capacity of

Duly authorized to sign for and on behalf of.....

Name and address of the tenderer.

(IN BLOCK CAPITALS)

Annexure I**Financial Bid –****Non-Comprehensive AMC of 250 KVA & 750 KVA DG Sets Including B-Check Maintenance Services**

To be filled properly, reasonably and upload on GeM. The rates should be filled in prescribed format inclusive of GST.

Sno	Description	Unit	Qty (A)	Rate (Rs) (B)	Amount (Rs) (A) X (B)
(a)	Non- Comprehensive AMC for :- 250 KVA, Diesel (Diesel Engine, Alternator and Generator Set Control Panel Make: Cummins (As per scope of work) Model: 6CTA & NTA855G	Sets	2		
(b)	Non- Comprehensive AMC for :- 750 KVA, Diesel (Diesel Engine, Alternator and Generator Set Control Panel Make: Cummins (As per scope of work) Mode: KIA38G2	Set	1		
Total Amount					
Grand Total (Rs)					

Total amount in words: _____

Signature of Bidder with stamp

Note: -

1. **The amount quoted should be inclusive of GST.** Conditional Tenders will be rejected.
2. The contractor shall include cost of supply & transportation of materials, labour, tools, etc. to the site.

3. If any discrepancy found in quoting the financial bid in words and figures, the higher quoted amount will be considered.
4. GST & TDS will be deducted as per rules from the quoted amount and may be catered for while quoting the rates.