

**TENDER SPECIFICATION
NO. BHE/PW/PUR/FEX/AMC-CRN /OJ-106**

**Annual Rate Contract for Providing Services for
Repair & Maintenance, Dismantling and Assembly
of cranes at site under BHEL PS-WR**

PART: I – TECHNICAL BID

BOOK NO.



**BHARAT HEAVY ELECTRICALS LIMITED
(A Govt. of India Undertaking)
POWER SECTOR - WESTERN REGION
345, KINGS WAY - NAGPUR 440 001**

BHARAT HEAVY ELECTRICALS LIMITED

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345, KINGS WAY - NAGPUR 440 001

TENDER SPECIFICATION NO BHE/PW/PUR/FEX/AMC – CRN/OJ-106

NAME OF THE WORK: - Annual Rate Contract for Providing Services for Repair & Maintenance, Dismantling and Assembly of cranes at site under BHEL PS-WR reg:

EARNEST MONEY DEPOSIT: RS.25000/- (RUPEES Twenty Five Thousand ONLY)

LAST DATE & TIME FOR SUBMISSION OF COMPLETED OFFERS:

THESE TENDER DOCUMENTS CONTAINING PART-I TECHNICAL BID AND PART-II PRICE BID, ARE ISSUED TO:

M/s.....

.....

.....

(THESE TENDER DOCUMENTS ARE NOT TRANSFERABLE)

FOR BHARAT HEAVY ELECTRICALS LIMITED

DGM /FEX

PLACE: NAGPUR

DATE :

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LEGEND:

@: Issued as separate booklets titled **Part-II** as hard copy. Soft Copy furnished as separate downloadable files in the web page (www.bhel.com) as file titled “Price Bid-A OJ-106” and “Price Bid-B OJ-106”

: Attached in hard copy at the end. Hosted in website (www.bhel.com) as separate file titled “NIT+GCC+Safety OJ-106”

Note : This document is hosted in website (www.bhel.com) as downloadable file titled “Tech Bid OJ-106”

BHARAT HEAVY ELECTRICALS LIMITED
(A Govt. of India Undertaking)
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TENDER SPECIFICATION NO BHE/PW/PUR/FEX//PSWR/AMC – CRN /OJ-106

PROCEDURE FOR SUBMISSION OF SEALED TENDERS & INSTRUCTION TO BIDDERS

The bidders shall keep the Part-1 and Part-2 in separate sealed envelopes prominently super scribed as “Part-I Technical cum Commercial Bid” and “Part-II Price Bid” respectively and also indicating on each of the covers the Tender Specification number and Due Date and time as mentioned in this Tender Specification.

EMD as specified later here shall be submitted in a third envelope super scribed “**EMD for Tender Specification No. BHE/PW/PUR/FEX/AMC – CRN/OJ-106** Due Date : <specify due date>

All the abovementioned three envelopes shall be put in a fourth sealed envelope super scribed “Quotation for Tender Specification No **BHE/PW/PUR/FEX/PSWR/AMC – CRN /OJ-106, Due Date:**

Cover-I shall contain:

Part-I (Technical cum Commercial Bid), **Excepting Rate Schedule**, technical details called for in the specification like Check List with Annexure-I, Declaration Sheet, Certificate of No Deviation accompanied with relevant supporting documents shall be submitted as part-I "Technical cum Commercial Bid" only. **No indication of the rates / Prices shall be furnished in Part-1 bid.**

Please enclose one complete set of this tender specification duly filled in at appropriate places, signed and stamped on all pages, as a token of having read and accepted the terms and conditions of this tender specification with an **UNPRICED COPY** of the price bid. Bidder, in the unpriced copy of the rate schedule, shall highlight and indicate the description and quantity of items for which he quotes prices in sealed price bid.

Cover-II shall contain: **Part-II (Price Bid) for Services for Category –A of Crane**

Sealed envelopes prominently super scribed as “**Part-II Price Bid**” for **Service for Category –A** and also indicating on the covers the Tender Specification number and Due Date and time as mentioned in this Tender Specification.

Cover-III shall contain: **Part-II (Price Bid) for Services for Category –B of Crane**

Sealed envelopes prominently super scribed as “**Part-II Price Bid” for Service for Category –B** and also indicating on the covers the Tender Specification number and Due Date and time as mentioned in this Tender Specification.

Prices shall be given in Part-II "price bid" in BHEL's specified Price Bid formats enclosed herewith. No Terms and Conditions shall be included/ introduced in this bid. Also no Item Rates or Prices shall be offered other than those specified in BHEL's Price Bid format.

Cover-IV shall contain:

Earnest Money Deposit in the manner specified in the general Conditions of Contract. Amount of EMD shall be as specified later here.

Cover – V shall contain:

Cover-I, Cover-II , Cover-III & Cover-IV as above.

The sealed offer in the manner specified above shall be submitted to the office of DGM /FEX at the above mentioned address on or before the Due Date as indicated herein.

Tenderers are requested to make specific note of the following conditions and shall strictly comply with them.

All information as called for in tender specification, should be furnished. Please refer the checklist. The details so furnished by bidder should be complete in all respects and as per formats specified in tender specification.

Offers must be submitted without any deviation as stated earlier herein. Bidder may seek clarification, if any, before submission of the quotation.

Offers received with any deviation or without relevant information as described above are liable to be rejected.

Bidders are advised to acquaint themselves with site location and working conditions prior to submitting their offer. No claim for compensation will be entertained on the grounds of non-familiarity with the site condition & working conditions etc.

BHEL reserves the right to accept any offer in full or in part, or accept/reject any or all offers without assigning any reasons whatsoever. . Any clarification required on tender conditions may be sought at least one week before the Last Date of Offer Submission

Due date of submission of tender: -,

EARNEST MONEY DEPOSIT: Rs.25000/- (Rs.Twenty Five Thousand Only) .It shall be paid in accordance with the provisions of clause no. 4.0 of this tender specification.

CHECK LIST

1.	Name of the Bidder with Postal Address		
2.	Name of the Contact Person with Telephone , Fax No.& E-mail address		
3.	Nature of the firm	PROPERIA TRY /PARTNERSHIP/LTD	
4.	.Details of EMD	DD No..... Name of the Bank Amount.....	
5.	Validity of Offer (BHEL's Requirement 180 days from due date)	Validity Days	
6.	Whether any conditions stipulated?, Bidder to note that tender with conditions unacceptable to BHEL , shall be rejected.	Yes	No
7.	Copy of work experience for Category – A Annexure –I Furnished	Yes	No
8.	Copy of work experience for Category –B Annexure –II Furnished	Yes	No
9.	Whether all the pages of the tender documents are read, understood and signed	Yes	No
10.	Copy of IT Returns of last three years along with copy of PAN Card is furnished.	Yes	No
11.	Certificate of Service Tax Registration	Yes	No.
12.	Whether price quoted for Category – A	Yes	No
13.	Whether price quoted for Category – B	Yes	No

Note : Strike off 'YES' or 'NO', as applicable

Date :

Signature of Bidder & Seal

DECLARATION BY BIDDER'S AUTHORIZED SIGNATORY

TENDER SPECIFICATION No. BHE/PW/PUR/FEXPSWR//AMC – CRN/OJ-106

I,..... HEREBY CERTIFY THAT ALL THE INFORMATION AND DATA FURNISHED BY ME WITH REGARD TO THIS TENDER SPECIFICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I HAVE GONE THROUGH THE SPECIFICATIONS, CONDITIONS AND STIPULATIONS IN DETAIL AND AGREE TO COMPLY WITH THE REQUIREMENTS AND INTENT OF THE SPECIFICATION. I FURTHER CERTIFY **THAT I AM DULY AUTHORISED REPRESENTATIVE OF THE UNDERMENTIONED BIDDER AND A VALID POWER OF ATTORNEY TO THIS EFFECT IS ALSO ENCLOSED.**

DATE:
WITH SEAL

SIGNATURE OF AUTHORIZED SIGNATORY

Signature of Tenderer's / Name / address

TENDER SPECIFICATION NO: BHE/PW/PUR/FEX/PSWR/AMC – CRN /OJ-106

CERTIFICATE OF NO DEVIATION

I/WE, M/s
HEREBY CERTIFY THAT NOTWITHSTANDING ANY CONTRARY INDICATIONS/
CONDITIONS ELSEWHERE IN OUR OFFER DOCUMENTS, I/WE HAVE NEITHER SET ANY
TERMS AND CONDITIONS NOR THERE IS ANY DEVIATION TAKEN FROM THE
CONDITIONS OF BHEL'S TENDER SPECIFICATIONS, EITHER TECHNICAL OR
COMMERCIAL, AND I/WE AGREE TO ALL THE TERMS AND CONDITIONS MENTIONED IN
BHEL'S TENDER SPECIFICATION WITH ASSOCIATED AMENDMENTS AND
CLARIFICATIONS.

Date:

Signature of the Bidder

SECTION -3
Offer of the Contractor

DGM/PUR
Bharat Heavy Electricals Limited
Power Sector - Western Region
Shreemohini Complex
345, Kingsway
Nagpur - 440 001

Dear sir,

I/we hereby offer to carry out the work detailed in tender specification no. BHE/PW/PUR/FEX/PSWR/AMC-CRN/OJ-106 issued by Bharat Heavy Electricals Limited, Power Sector-Western Region, Nagpur, in accordance with the terms and conditions thereof.

I/we have carefully perused the following documents connected with the above work and agree to abide by the same.

1. Instructions to bidders
2. General conditions of contract
3. Special conditions of contract
4. Other sections, appendices, schedules and drawings.

I/WE HAVE DEPOSITED / FORWARDED HERewith THE EARNEST MONEY DEPOSIT FOR A SUM OF RS. 25000/- (RUPEES TWENTY FIVE THOUSAND ONLY) DETAILS OF EMD PAYMENT ARE FURNISHED IN THE CHECK LIST.

I/we further agree to execute all the works referred to in the said documents upon the terms and conditions contained or referred to therein and as detailed in the appendices annexed thereto.

Place:
Date:

Signature Of Bidder:
Address:

Witnesses With Their Address

Signature	Name	Address
1.		
2.		

SECTION -4

SPECIAL CONDITION OF CONTRACT

TECHNICAL BID PART -I

Tender Specification No -. BHE/PW/PUR/FEX/PSWR/AMC-CRN/OJ-106

Sub: - Annual Rate Contract for Providing Services for Repair & Maintenance, Dismantling and Assembly of cranes at site under BHEL PS-WR reg:

The intent of specification is to provide services for Servicing, Break down Repair, Preventive Maintenance, Dismantling and Assembly of BHEL owned cranes at site under BHEL PS-WR. BHEL is intending to avail the services for the following category of cranes as detailed below.

CATEGORY –A Telco Make Crawler Crane Model No.955ALC, TFC280,(Capacity 75 MT) ,T320 & TFC75 (Capacity 18 /25 MT) , Pick & Carry Hydra Crane Make Escort / ACE .

CATEGORY –B. Hydraulic. Crawler /Truck Mounted Crane Model No.FMC Link Belt LS 718 Standard with HLA (Capacity 325 MT), Link Belt LS 248 H Capacity (180 MT), Telco KH 500 (Capacity 100MT), Manitowoc Truck crane M250 (Capacity 250 MT).

WORK EXPERIENCE

Bidder should have experience of repair & preventive maintenance; break down, dismantling / assembly of above listed crane in above category .In support of work experience, bidder should furnish details work carried out in last three years and current works in hand in Annexure –I (Category –A) & Annexure-II (Category-B) Bidder should submit self attested copy of work order / Annual Rate Contract along with technical bid.

Price is called for service for each category separately. BHEL shall issue separate work for each category. Bidder can choose to quote for the services either one or both category of crane as per their work experience.

The contract shall be governed with the terms & condition as stipulated in tender specification.

1. SCOPE OF WORK

Bidder shall provide the service On Demand basis as per BHEL Requirement at various sites under PSWR for the following work.

1. Servicing, repair, attending break down / preventive maintenance of cranes.
2. Dismantling, assembly, assistance for loading / unloading of crane sub-assemblies / load testing of the crane.

3. Attending break down calls for the cranes and inspection of cranes.
4. Dismantling of the cranes as per the modules identified by the BHEL under loading advice slip for each crane. Bidder shall dismantle the crane
5. Supervision of proper tying of consignments on Trailers/Trucks to ensure safe transportation of crane.
6. Identification of assemblies/components, tagging and packing the crane parts in wooden boxes/ crates provided by BHEL and verification of the same on receipt at destination site.
7. Bidder shall carry out the preventive maintenance, break down repair etc and maintain records as per instruction and schedule provided by BHEL Engineer –In –Charge.
8. Normal service of the crane after assembly at destination site in the event of Work Order for re-assembly.
9. Tools needed during repair/ Maintenance, dismantling and assembly of crane shall be in contractor scope.
10. Bidder shall inform BHEL site In-Charge strictly adhere the maintenance schedule and ensure the availability of crane for use maintain the records of preventive maintenance, nature of defect attended, spares consumed for
11. Tenderer shall arrange wire brush, emery cloth/paper and cotton waste at his own cost.
12. Contractor shall provide services for the cranes located at site under PS-WR or any new site is opened in future. List of present site are as under:-
 1. JPL, Tamnar, Raigarh.
 2. GIPCL Mangrol.
 3. BESCL, Bhilai.
 4. MSEB Khparkheda
 5. MSEB Bhusawal
 6. MSEB, Paras TPS, Akola.
 7. MSEB Parli TPS
 8. GEB Sikka
 9. GEB Ukai
13. The contractor shall equip him self technically to attend all services requirements of the above -mentioned cranes at his own cost.
14. Contractor shall carry out general checking of crane engine, however major trouble shooting / break major down repair is excluded from the scope of work.
15. Contractor shall arrange the entry/out gate pass for their staff and materials for which necessary documents will be forwarded by BHEL to the client.

Contractor shall maintain duly endorsed records of all incoming equipments to facilitate grant of outward gate pass

2. BHEL'S OBLIGATIONS

The BHEL shall provide following free of cost for the contractor to render identified services.

- a) Suitable Crane with operator, slings, D-shackles, Manila Ropes, for handling of crane parts where ever assist crane is considered in the BHEL scope. In case BHEL operator is not available, your Technician shall able to operate the crane.
- b) Wooden sleepers for placing the crane assemblies on the trailers.
- c) BHEL shall provide spares needed during the work.
- d) All consumables like Lubricants, Grease, cardium compound, and diesel.
- e) Required load for load testing of the crane.

3. VALIDITY OF CONTRACT, PRICE ESCALATION & TERMS OF PAYMENTS.

1. This contract shall be for a period of three years from the date of acceptance of your offer/ date of award on contract. Initially the contract shall be awarded for one year and there after the same is renewable for additional two years at the discretion of BHEL.
2. Bidder shall quote per day rate for the services of "Crane Mechanic /Auto Electrician/ Crane operator" and should be inclusive of local conveyance & incidental expenses.
3. The per day rate payable for the service of Crane Technician (Semi Skilled) under this contract at the rate of 60 %(Sixty percent) of the accepted rate for "Crane Mechanic / Auto Electrician/ Crane Operator
4. Generally the work is to be carried out in general shift of 8 hours excluding lunch break. However, depending up on the requirement / exigencies, the job is to be continued beyond normal working hours or sometimes round the clock.
5. The service charges for Crane Mechanic / Auto Electrician/ Crane Operator and Crane Technician (Semi Skilled) shall be paid on per day basis for actual stay at site (Date of arrival to departure) .Any part of day shall be considered as full day for computation of paid service charges provided the services are rendered for more than six hours.
6. In case manpower engaged beyond 8 Hours of working (excluding 1 hour lunch brake), the payment towards the extended working hours shall be made on pro-rata basis and shall be calculated as detailed below.

Rate per Hour=Rate per day / 8 Hours.

7. Traveling expenses for to & fro passage shall be limited to 2nd class sleeper rail fare for Crane Mechanic / Auto Electrician/ Crane Operator and Crane Technician (Semi Skilled). In case there is no rail connection and traveled by road shall be reimbursed on submission of proof of journey.
8. Lodging charges shall be payable @ Rs. 300/ per day for each Crane Mechanic / Auto Electrician/ Crane Operator and Crane Technician (Semi Skilled). The Lodging charges shall be payable from the day the person reported at site during the working hours and it shall not be payable for day on which person is relieved from site during the working hours.
9. Per day Service Charges and Lodging Charges for Crane Mechanic / Auto Electrician/ Crane Operator and Crane Technician (Semi Skilled) } shall be payable & regulated as per following terms of payment.
 - a) Base/ accepted Rate for the above services shall remains firm for the period starting from the date of award of the work till 31.03.09.
 - b) 5% increase shall be applicable on accepted base rate for second year starting from 1/04/2009 to 31/03/2010
 - c) 10% increase shall be applicable on accepted base rate for second year starting from 1/04/2010 to 31/03/2011.
10. 95% payment will be released against individual work order for the Service utilized under this rate contract and will be released by the ordering authority with in the 45 days of completion of assigned respective work. Balance 5 % will be treated as deferred payment against workmanship guarantee and shall be released after 90 days from the date of completion of respective work
11. BHEL is switching on to payment through Electronic Fund Transfer (EFT)/RGITS. In order to implement the new system , the following details are to be furnished by you pertaining to your Bank Accounts where proceeds will be transferred through our Banker:
 1. Name of the Company
 2. Name of Bank
 3. Name of Bank Branch & Branch Code
 4. City
 5. Account Number
 6. Account Type
 7. IFSC Code of the Bank Branch
 8. MICR Code of the Bank Branch.
12. The invoice should be submitted in duplicate along with the time sheet / work sheet duly certified by BHEL Engineer to the ordering authority. The ordering authority may FEX (HQ) Nagpur or BHEL sites. In case the services are called by site, the payment shall be released by respective site on submission of original invoice, however the contractor shall send one copy of invoice to Sr. Manager/FEX, BHEL. Nagpur.

4. EMD/SECURITY DEPOSIT.

The contractor shall submit EMD for an amount of Rs.25000/- in the form of demand draft of any nationalized bank in favour of “BHARAT HEAVY ELECTRICAL LIMITED” payable at Nagpur. The EMD amount shall be converted into security deposit for the successful bidder.

5. ORDERING AUTHORITY & DEPLOYMENT OF MANPOWER

The work order for dismantling/ loading, unloading/reassembly of crane, and schedule maintenance shall be placed from BHEL PS-WR Nagpur. Construction Manager of the respective site under PS-WR will place the order for break down calls, maintenance/ inspection visit.

The manpower requirement shall depend up on the nature of work and accordingly BHEL shall issue work order in each occasion indicating the number and category of manpower required. Bidder shall deploy the required manpower as per BHEL's requirement.

6. WARRANTY OF SERVICE.

The Contractor shall ensure top class workman ship for work assigned under this contract. Contractor shall submit work completion report against the work assigned at each accession duly certified by Construction Manager of respective site. Report should contain the information regarding the nature of defects; probable reason of break down, components replaced with part No., work carried out and also suggests corrective action need to be taken.

7.RESPONSE TIME.

The contractor shall mobilize his skilled manpower immediately on the call/placement of order by the BHEL. The contractor shall ensure the response time is contained to be 8 hours for the site with in distance of 150 KM. From his place and with in 12-48 hours for the site located beyond 150 KM.

8.COMPLIANCE OF SAFETY REGULATION.

Contractor shall ensure that the person deployed to render the service shall observe all safety norms prevailing at BHEL site at his cost. BHEL will not be responsible for any eventuality arising out of any negligence on the part of contractor in observing the safety norms.

9. COMPLIANCE OF WORKMAN'S COMPENSATION INSURANCE.

1. Person deployed to render the services must be insured under the workman's compensation act Policy. The contractor shall keep such policy always current. The contractor at his cost will settle all the claim of contractor's personals under this policy.

2. All statutory requirement as per labour laws, ESI, PF etc to be met by the tenderer.
3. Necessary insurance (covering WC act) for the workmen engaged by the tenderer has to be taken at his cost and the copy of the same should be submitted on award of the work.
4. An indemnity bond shall be given by the contractor stating that all expenditure caused due to failure of statutory obligations on the part of this tender shall be borne by the tenderer.

10. INSURANCE OF BHEL OWNED T&Ps

All the T&Ps belonging to BHEL and handled by the contractor for the assigned services are covered by Insurance policy of the BHEL. However contractor will take due care to ensure completion of the job with out causing any damages. The contractor will not be responsible for accidental damages caused by insured perils. The contractor shall also co-ordinate to complete the procedure of survey/ assessment of loss by the insurers.

11.TAXES AND DUTIES.

Applicable Taxes & duties shall be borne by contractor, however Service tax shall be paid extra by BHEL as per applicable rate. Quoted rate shall be exclusive of service tax. Bidder shall submit the proof of registration of service tax with the appropriate statutory authority.

12. REJECTION OF TENDER & OTHER CONDITION

The acceptance of tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights for the following without assigning reason whatsoever: -

- To reject any or all the tenders.
- To split up the work amongst two or more tenderers.
- To award the work in part.
- Either of the contingencies stated above to modify the time for completion suitably.
- Conditional and Unwitnessed tenders, tender containing absurd unworkable rates and tenders which are incomplete or otherwise defective and tenders not in accordance with the tender conditions, specifications, etc., are liable to be rejected.

13.0 PRICE BID EVALUATION CRITERIA & AWARD OF CONTRACT

BHEL is intending to engage one more agency in each category in addition to the agency whose quoted/ accepted rate found to be lowest .BHEL shall give counter offer based on the L-1 rates to remaining unsuccessful bidders (L-2, L-3 & L-4.....so on) for their acceptance for further for award of work, however on acceptance of rate and as well other provision of tender specification, the

preference shall be given to the bidders in order of their price status in order of their standing(i.e. L-2 will be given first preference in case all agree for the rate). On award of the work to next bidder other than L-1 bidder, the service shall be engaged in rotation in terms of service call.

Price Bid of technically qualified bidders shall be opened and evaluated based on their quoted rate for each category separately.

14.0 GENERAL

1. In case of any contradiction between “General Condition Of Contract” & “Special Conditions of Contract” of this Tender Specification, the provisions of Special Condition of Contract shall prevail.
2. In case of contradictions between Quoted Unit Rate and Total Amount, the quoted Unit Rate shall be taken as correct and total amount recalculated for the intended order quantity.
3. In case of contradictions between Rates in Figures and Rates Words, the lesser of the two shall be considered as correct.

Annexure-I

DETAILS OF WORK EXPERIENCE FOR CRANE CATEGOEY – A

{Telco Make Crawler Crane Model No.955ALC, TFC280,(Capacity 75 MT) ,T320 & TFC75 (Capacity 18 /25 MT) , Pick & Carry Hydra Crane Make Escort / ACE } DURING THE LAST THREE YEARS

SL. NO.	FULL POSTAL ADDRESS OF CLIENT & NAME OF OFFICER IN CHARGE	DESCRIP-TION OF WORK	WORK ORDER REF & date	Work done for Which Make & Model of Crane

SIGNATURE OF TENDERER WITH SEAL

- PLEASE USE ADDITIONAL SHEET IF NEEDED IN THE SAME FORMAT.
- PLEASE ENCLOSE COPIES OF WORK ORDERS/ RATE CONTRACT, SPECIFY WHETHER WORK EXECUTED FOR ASSEMBLY OR DISMANTLING, OR REPAIR / BREAK DOWN MAINTNEANCE.

ANNEXURE –II

DETAILS OF WORK EXPERIENCE FOR CRANE CATEGOEY –B

{Hydraulic. Crawler /Truck Mounted Crane- Model No.FMC Link Belt LS 718 Standard with HLA (Capacity 325 MT), Link Belt LS 248 H Capacity (180 MT), Telco KH 500 (Capacity 100MT), Manitowoc Truck crane M250 (Capacity 250 MT).} DURING THE LAST THREE YEARS

SL. NO.	FULL POSTAL ADDRESS OF CLIENT & NAME OF OFFICER IN CHARGE	DESCRIP-TION OF WORK	WORK ORDER REF & date	Work done for Which Make & Model of Crane

SIGNATURE OF TENDERER WITH SEAL

- PLEASE USE ADDITIONAL SHEET IF NEEDED IN THE SAME FORMAT.
- PLEASE ENCLOSE COPIES OF WORK ORDERS/ RATE CONTRACT, SPECIFY WHETHER WORK EXECUTED FOR ASSEMBLY OR DISMANTLING, OR REPAIR / BREAK DOWN MAINTENANCE.