

## **SCOPE OF WORK**

1. The contractor shall provide four (quarterly) periodical Preventive Maintenance Servicing (PMS) on all the weighing machines (specified in Annexure-D) in a year by maintaining a record as per Annexure E. The contract period shall be two years from the date of execution of contract.
2. Schedule of PMS of all 82 machines shall be furnished by contractor within 15 days from award of contract.
3. The preventive maintenance shall include following activity /process for each machine:
  - a. Cleaning
  - b. Visual Check of any damage and repair
  - c. Verification of Cables/ wires and repair
  - d. Lubrication.
  - e. Visual Inspection of load cell and its connection and repair
  - f. Functionality check of control /Display Unit and repair
  - g. Adjustment of Scale
  - h. Verification of Accuracy
  - i. Any other required activity/process
4. After completion of PMS, the contractor shall affix tag on machine indicating date of PMS, Next Due Date for PMS and contact Number and Name of Service Engineer.
5. In addition to the periodical servicing the contractor shall attend all the breakdown complaints as part of the contract.
6. If any new machine is added at any location in BHEL during the contract period, the same shall also be attended and shall be covered in this contract on the same premium rate of this contract on pro-rata basis after warranty period and this shall be payable extra.
7. If any machine covered under AMC by this contract, undergoes permanent breakdown/ obsolescence/ not in use for any reason during the duration of contract period, and same has been certified by user department, the machine/ equipment shall be deleted from the scope of work of the party from the next billing cycle and the charges claimed will be revised accordingly on pro rata basis.
8. Short comings, if any, in the work executed by the contractor will be pointed out by the Executive in charge to the Contractor or his authorized representative and the same will be rectified by contractor within two working days to the satisfaction of the designated Executive in charge.
9. The above mentioned Preventive Maintenance & Repair service shall be done by contractor by its trained Service Engineers capable of doing the repair and maintenance of weighing machine.
10. The contractor shall organize Annual verification & stamping of the machines with Inspector, Weights & Measures Dept., Govt. of M.P. The stamping fee will be deposited by BHEL.
11. BHEL is having 6.5 Tons of verified test weights. The contractor will be allowed to use these test weights during stamping. The unskilled labor will be provided by BHEL for lifting or shifting of weights.

12. The contractor shall maintain a good stock of fast moving spare parts for full range of weighing machines, under contract, so as to supply the same as and when required.
13. The contractor shall provide, as and when necessary, free replacement and fitting of working parts viz. Knife edge centers, steel or agate bearings, wrought iron shackles, links, stays, nut, bolts & screws, where same are worn out as a result of wear & tear.
14. The contractor shall have his own tools & tackles, instruments, consumables etc. required for the execution of work.
15. Decision to replace or repair the worn out part shall be on mutual consent of the BHEL representative i.e. Executive in-charge and the contractor. In the event of any controversy the decision of the BHEL authority shall be final and binding.
16. The contractor shall immediately (within two working days) attend the complaints to restore the normal working conditions of weighing machines.
17. After completion of PM/Repair work, the contractor shall keep records as per Annexure-1 and will prepare a consolidated list of Equipment as per Annexure-2 on monthly basis and same shall be given to TSD for verification.
18. The contractor shall provide all the necessary instructions pertaining to safety to their employees while working on critical area such as electroplating, furnace, ovens, HV area etc.
19. The contractor shall take optimum care in. handling the weighing machines during repair & maintenance. If anything found damaged/ lost/ mishandled, due to negligence of the contractor's staff, the cost of the same shall be recovered from the contractor's bill.

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