

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD.

(A Govt. of Maharashtra) Undertaking)

CIN No:- U40109MH2005SGC153645

[Formerly Maharashtra State Electricity Board]

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Materials Management Cell,

Prakashgad, 1st Floor,

Bandra (East), Mumbai-51.

No. CE /MMC/ T/F Repairs / Tender /

000989

Date: **3 APR 2017**

To
Chief Engineer,
MSEDCL,
O&M All Zones.

Sub :- Programme for Tenderization of repairing of failed Dist Transformers for the year 2017-18.

Ref :

1. CE (Dist)/D-IV/Trf.repair/32079	Dt 22.10.2014.
2. CE (Dist)/D-IV/Trf.repair/34460	Dt 19.09.2015.
3. CE (Dist)/Dist._Trf_repairs/ 9393	Dt 30.03.2015.
4. CE (Dist)/Dist._Trf_repairs/ 2060	Dt 27.01.2017.
5. Dir (Op) / Letter / 645	Dt. 01.04.2017.

MSEDCL has faced problems for timely repairing of failed Dist transformer from repairing agencies during last year. The sufficient stock of repaired Distribution transformers was not available in peak season. To avoid the situation Competent Authority has instructed to start and finalize the works of tenderization during April 2017, so as the adequate quantity of repaired Distribution transformer stock shall be maintained for peak season and emergencies. In this regards, the Competent Authority has issued instructions as below :

1. Scrapping process of failed DTs should be finalized in the month of April 2017 by following due procedure.
2. **Tender for repairing of failed transformers shall be floated before 05.04.2017 and order shall be placed before 25.04.2017.**
3. Considering pendency of repairing of amorphous core transformer, separate rates shall be called in same tender i.e.
Item no 1. for repairing of failed CRGO core transformers
Item no 2. for repairing of failed amorphous core transformers.
It shall be mandatory to the contractor to repair Amorphous core and CRGO core failed distribution transformers in proportionate manner.
4. It shall be ensured that the amorphous core failed DTs shall not dump and shall not be left unrepaired. The repairing agencies shall be made bound for timely repairs of Amorphous core transformer allocated to them.

5. ERP System:

Now we are shifted to ERP and we are adopting 100% procedure of creation of purchase order, service entry sheet and payment through ERP only.

- a. The practice of issuing job order/work order for each and every distribution transformers shall be stopped and payment shall be released against monthly invoices raised by repairer based on external and internal inspection reports.
- b. Work orders will be issued by circle office through SAP and through their work orders, circle office will allot quantity of transformers agency-wise and division-wise for repairs.
- c. Once LOA/order issued by circle office, division-wise and agency-wise P O. can be created against these orders and these P.Os can be operated by each division for creation of service entries and payment.
- d. While repairing transformers against any P.O., there shall be evidence of internal inspection, external inspection and job No. in ERP .
- e. Contractor can raise their monthly bills of total jobs repaired in the month and concerned responsible officer of MSEDCL like Assistant Engineer filter unit, Addl. Ex. Engr. (Maintenance) can pass service entries. Once these bills are authenticated by Executive Engineer (O&M) Division , the bills will be sent to account section for audit.
- f. After park and post by audit section, payment can be made to the contractor.
- g. Service entry sheet itself is record equivalent to M.B. recording. Therefore recording in M.B. and movement of M.B. is not required, so repairing bills shall not be recorded in M.B.

6. Transportation:

- a. The cost of transportation of distribution transformers, to & fro from the repairer workshop to MSEDCL's filter unit, if the agencies workshop is outside the jurisdiction of zone, is borne by MSEDCL up to 200 km and above this limit, the extra charges per km required for transportation shall be recovered from the repairer/ agency. The Chief Engineer of concerned Zone will decide the extra charges per km required for transportation of transformer above 200 km.
- b. The Superintending Engineer/ Ex. Engineer shall assured economical transportation of failed dist. Transformers. For this purpose transportation shall done in full loaded truck mode only. In emergency, transportation can be allowed for partially loaded truck and reasons shall be recorded by Ex. Engineer, O&M Division for such partial transportation.
- c. However the transportation of failed repaired transformers within Guarantee period will be borne by the repairer.

7. Loading & Unloading.

Loading /unloading at premises of MSEDCL shall be arranged by MSEDCL & Loading / unloading at premises of repairer shall be arranged by repairer .

8 a. External Inspection:

Before handing over the failed distribution transformer to repairer, an external inspection will be carried at filter unit by the team consisting of repairer & representative of concerned O&M Division, AEE (Maintenance)/AE (Filter Unit)/Sr. Artisan while handing over the Transformer. Four copies of Annexure C-1 i.e. External Inspection report are to be prepared and signed by team members .

b. Internal Inspection:

Copies of the Annexure C-1 (external inspection report) should be presented at the time of joint internal inspection. The joint internal inspection of failed Distribution transformer shall be carried out by a team consisting of representative of concerned O & M circle, a representative of concerned O & M division AEE (Maintenance) and repairer's representative. After opening the transformer in workshop joint inspection team will find out the items for which repairs are to be carried out as indicated in Annexure C-1 & C-2. Three copies of the joint internal inspection Report in Annexure C-2 shall be prepared & signed by the above representative. One copy each shall be forwarded to the concerned representative of Circle & Divisions. and one to be retained by the Repairer.

c. Scrap Material :

At the time of Internal Inspection, the damaged HV/LV coils if required to be replaced by new coils shall be cut in to pieces by MSEDCL representatives at workshop. The credit account of weight of the damaged coils and of all parts shall be maintained & be reflected in joint inspection report. The credit cost of scrap material shall be deducted from bill (as per offer with respect to SOR) and scrap material shall be retained by repairer.

9 Transformer Oil Account :

- a. Oil shall be removed from failed DTs at the time of internal inspection and failed DT wise record such as location of failed DT, capacity, type of core, total capacity of oil, oil removed at the time of internal inspection , reasons of failure , etc shall be maintain at filter unit.
- b. Monthly audited statement of oil account such as quantity of oil received, quantity of oil removed from failed DTs, quantity of oil sent for reclamation and quantity of oil received after reclamation etc shall be submitted to Chief Engineer, MM cell . The reasons shall be kept on record ,if oil removed from failed DT is less than 80 %.

- c. The record of number of failed DTs and oil handed over to the repairer agency to be maintained and consolidated report shall be submitted to MM Cell by Circle office.

10. Delivery period :

Delivery period per job is **10 days** from the date of internal inspection of the failed transformer handed over to repairer with oil . If oil is not made available at the time of handing over failed transformer to repairer, the failed transformer shall be repaired within 7 days and delivery period per job shall be **3 days** from the date of issue of Oil by Division Office.

11. Liquidated damages :

After completion of all formalities from MSEDCL's side if repairer/agency fail to repair the T/Fs within prescribed period as above. You will be liable for liquidated damages as below:

Liquidated damages @ 1 % per week of delay or maximum 10% of the net repair cost of the transformer. The liquidated damages will be calculated and levied by the concerned Division. The decision of concerned Chief Engineer, MSEDCL will be final and binding in case of disputes.

- 12.** The other terms and conditions mentioned in circulars under references will remain unchanged.

You are requested to follow the above instructions and above mentioned conditions shall be incorporated in new tender of repairs of failed DTs.


B.B. Jadhkar

Chief Engineer (MM Cell)

Encls:

1. Performa A and B.

Copy s.w.rs.to,

1. Director (Operations), MSEDCL, Prakashgad, Mumbai.
2. Regional Director, MSEDCL ,Region - Kalyan, Pune , Aurangabad , Nagpur
3. Executive Director (Dist.- II) ,MSEDCL, Prakashgad, Mumbai.

Copy to,

1. OSD to Hon'ble CMD, MSEDCL, Prakashgad , Mumbai.
2. All Superintending Engineers ,MSEDCL, O&M Circles.

