

कोल इण्डिया लिमिटेड

(महारत्न कंपनी)

(भारत सरकार उपक्रम)

विशेष इन्जीनियरिंग

विभाग,

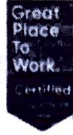
'कोल भवन', प्रेमिस्सिज से.04 एमएआर,

प्लॉट से. एएफ-III, एक्सन एरिया-1 ए, उल्ताङन, राजरहाट,

कोलकाता-700 156

वेबसाइट: www.coalindia.in

सी आई एन नं. L23109WB1973GOI028844



5 DECADES OF UNEARTHING ENERGY

COAL INDIA LIMITED

(A Maharatna Company)

(A Govt. of India Undertaking)

CIVIL ENGINEERING Division,

'Coal Bhawan', Premises No.04-MAR,

Plot No-AF-III, Action Area -IA,

New Town, Rajarhat

Kolkata - 700 156

Website: www.coalindia.in

CIN No.L23109WB1973GOI028844

CIL/Civil/40(1)/ 41

दिनांक: 08.09.2026

राजभाषा अधिनियम, 1963 की धारा 3(3) के अंतर्गत जारी किया गया दस्तावेज

सेवा में,

M/s. Kone Elevator India Private Limited,
59/2B, Pratapaditya Road,
Kolkata – 700026.

Email: debasish.mondol@kone.com

Vendor Code: 10012399

Sub: Work Order for the work "Comprehensive Annual Maintenance of 6 nos. KONE 8 - Passenger Elevators installed at Rohini Housing Complex, Ultadanga, Kolkata"

Ref: e-Tender Notice Ref. No.: CIL/CIVIL/40(1)/34 dated 17.07.2026 and
Tender Id: 2026_CILHQ_362200_1

महोदय,

1. Pursuant to the above Tender Notice, Bids were invited for the subject work, and you had submitted a Bid in response to the aforesaid Tender Notice as per the terms and conditions stipulated for submission of Bid which shall form part of this Work Order. The bids for the subject tender were opened on 10.08.2026.
2. The management of COAL INDIA LIMITED has decided to award the work in your favor for a period of 731 days at a cost of **Rs. 24, 29,521.20 (Rupees Twenty - Four Lakh Twenty - Nine Thousand Five Hundred Twenty - One and Paise Twenty)** Only including GST (i.e. Rs.20, 58,916.27/- + GST of Rs. 3, 70,604.93/-)

Work Description: "Comprehensive Annual Maintenance of 6 nos. KONE 8 - Passenger Elevators installed at Rohini Housing Complex, Ultadanga, Kolkata"

Enclosed Bill of Quantities is duly filled in as per accepted bid.

[Signature]
8/9/26

The above work is awarded to you on the following terms and conditions:

a) The date of commencement of work shall be 15.10.2026 (as agreed mutually) or from handing over of the site whichever is later

b) Security Deposit:

Performance Security Deposit @ 5% of contract amount excluding GST (i.e. Rs. 1,02,950.00/-) shall have to be deposited by you within 21 days of issue of this work order. You have already deposited a sum of Rs. 29, 500.00/- as earnest money, which shall be converted into performance security and as such, the balance amount of **Rs. 73, 450.00/- (Rupees Seventy Three Thousand Four Hundred and Fifty)** only is to be deposited towards Performance security as per clause no.4.2 of conditions of contract.

The performance Security deposit shall be refunded after successful completion of the work and issue of Defect Liability Certificate (taking over certificate with a list of defects), if applicable, Retention money will be deducted at 5% from your running bills. Refund of Security Deposit shall be governed as per clause 4.7 of Condition of Contract of Tender Document. The Security deposit shall bear no interest.

c) Payment of Bills

The running on account payments may made once in a month/as claimed by the agency on the basis of joint measurement. Engineer-in charge (EIC) shall then arrange verification of the bill(s) with reference to the measurement taken or to be taken or any other records relevant for the purpose.

Note: Further statutory deductions as per norms shall be affected.

d) Penal Clauses /Recovery of Damages.

If any component/equipment of lift warrants repairs/replacement, you shall provide temporarily similar component/equipment and put the lift(s) in running/operating condition within a period of 24 hours. This standing arrangement shall continue till the repair/replacement of components/equipment, which shall be completed within 10(ten) days, in case of repair of major items like worm gears, wheels, motors, controller etc.

If the contractor fails to maintain the required progress in terms of the agreed time and progress chart or to complete the work and clear the site on or before the contract or extended date of completion, he shall without prejudice to any other right or remedy available under the law to the company on account of such breach, pay as compensation (Liquidated Damages) @ ½% (half percent) of the contract price per week of delay. The


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aggregate of such compensation/compensation shall not exceed 10% (ten percent) of the total value as shown in the contract.

This will also apply to items or group of items for which separate period of completion has been specified. The amount of compensation may be adjusted or set off against any sum payable to the contractor under this or any other contract with the company.

e) Change in Scope/Nature of Work During Progress of Work

In case of any change/deviation in quantity and items of the work during its progress, the contractor is to inform the EIC immediately and acts as per the direction of the EIC.

f) Termination/Cessation of Work with Notice

Termination/Cessation of Work shall be dealt with as per clause 10 of General Terms and Condition of tender document.

g) Payment of Government Dues Connected with the Work

The contractor is required to make timely payment of government dues which he is under legal obligation to pay to state government or any other legal authority.

3. SCOPE OF WORK.

- a) The Agency shall attend by engaging his authorized personnel, representative at regular interval of working days (Monday to Saturday) to check up the lift installation as well as carrying out cleaning, oiling, greasing, servicing or adjusting all those parts where such services is/are required and for this purpose the agency shall have to supply necessary items like oil, grease, cotton waste etc. the agency shall take appropriate measure to maintain the lift equipment in proper and safe operating conditions, in addition, the maintenance schedule is to be followed as per Manufacturer's recommendation. The agency shall have to carry out the servicing of all the 6 lifts at least once in a month for each lift and 'Monthly Maintenance Report' has to be prepared and submitted to this office in the following month by 7th day, stating therein the nature of servicing along with the replacement(s)/rectification of spare parts, if any, done on each particular lift during the previous month. Thus the agency will submit 'MMR' for all the 6 lifts which will help the department for processing their quarterly RA Bill for payment.
- b) The Agency shall have to send their authorized representative to the site during working hours on regular days immediately on receipt of call from CIL's representative to attend any break down/improper behaviour of any of the concerned lifts.

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- c) During the contract period the agency shall have to replace, free of cost, spare parts and materials which have got damaged due to normal wear and tear or otherwise, for the followings:

"Machine and controller parts including worm gear, thrust bearing, brake coils, ball bearings, roller bearing main motor, door motor, selector wheels, fixed and moving contracts, limit switches, safety switches, contacts, coil, resistance, capacitors, diodes, cables, ropes, brake shoe liners, guide shoes, doors spares, transformer, door locks, fan and fan switches, Control panel/Driver Panel, all electronic spare parts, Inverter and emergency panel including battery, shaft lighting, KRD panel spare parts, MCB, bridge rectifier etc. Card such as : Motor protection card, I/O Connection Card, Car call connection card/Expansion Card, Capacitor filter card, D.C. Relay Card, AC Relay Card, Computer Card, Las interference Card etc., selector drum, brake drum, selector rope, speed governor, pit switch, counter weight, guide rail, springs, levelling fins, photo cell units, door slipper, door roller, gate rope, reed switch omega springs, relays, fuses, volt meter, Ammeter, push button, position indicator, LED, floor push button, floor indicator lamp, cage fan, light etc. including all equipment/parts fitting which is required for smooth and safe running of the lifts at site".

- d) The Agency will have to take care of proper functioning of the alarm bell/light.
- e) The Agency shall remain responsible for overall smooth and safe functioning of the lifts and shall remain accountable to the statutory government bodies for obtaining of license from them in connection with the same.
- f) During the contract period the agency shall have to keep the record of routine maintenance/services in the service sheet where mention about oiling/greasing status, change of spares including name and dates etc. and such record shall have to be countersigned by our authorized representative at the site.
- g) Payment of GST is the responsibility of the agency.
- h) If any component /equipment of lift warrants repair/replacements, the agency shall provide temporarily similar component /equipment and put the lift(s) in running /operating condition within a period of 24 hours. This standing arrangement shall continue till the repair/replacement of component/ equipment, which shall be completed within 10 days.
- i) The maintenance work of lifts also includes cleaning of machine room/ control panels/ gear box/ all the doors/ car top/ field switches/ push buttons/ junction boxes/Glass/censors/bottom channels/lights/pit/cabin etc.

- j) Cleaning & functional checking and adjustments of field switches, door contacts, door sensor, push buttons and power contactors, drive units.
 - k) Checking of tightness of all the controls, power cables and terminals.
 - l) Replacement / checking of gear box oil, lubrication of pulleys, Guide rails, greasing of motors as per requirement, checking the tightness of lifting rope of both car as well as the counter weight.
 - m) Checking of governor and its safety devices.
 - n) Checking and adjustment travel properties of the Elevator installation especially of their stopping accuracy.
 - o) Visual and functional check of switches, display, lighting equipment and other safety equipment.
 - p) Checking of all the doors and its landing locks.
 - q) Check for all emergency alarm circuit of each lift, confirm its healthiness and report to the user department for the corrective actions taken there on.
 - r) Breakdown Maintenance – As per complaint received, any number of breakdown calls have to be attended by the service provider during the tenure of the contract must be at free of cost. The Service Provider should attend to the complaints within 24 hours. After attending, lift should be made operational within a day for minor break down & within 7 days for major break down as the case may be.
 - s) Diagnose the faults and rectify the defect detected within 24 hours. Repair/ replace the faulty part with genuine spare parts within 24hrs, no spares or other item will be provided. It shall be ensured that the spare parts/ items used for repair and maintenance are fault free i.e. free from material, workmanship and manufacturing defects.
 - t) Servicing of machines shall be carried out from 10.00 hrs. to 17.00 hrs. on all working days.
4. You will have to execute an agreement with the company within 30 days from the date of issue of this work order (for which you are to submit a non- judicial stamp paper within 28 days from the date of issue of this work order). Also, please note that no payment will be released before execution of agreement. You are also requested to submit all the documents required for execution of agreement as mentioned in tender document.


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5. You are advised to contact Office of the undersigned at Civil Engineering department, CIL Rajarhat, Kolkata - 700156 for further instructions.

All the terms and conditions of tender document shall be applicable whether specifically mentioned here or not.

सलंग्न : Bill of quantities

Yours Faithfully

वरिष्ठ प्रबंधक (सिविल)

08/9/26

वरिष्ठ प्रबंधक / Senior Manager
सिविल अभियंत्रण विभाग/Civil Engineering Division
कोल इंडिया लिमिटेड/Cos' India Limited

वितरण :

1. कार्यकारी निदेशक (वित्त)
2. महाप्रबंधक /विभागाध्यक्ष (सिविल)
3. प्रबंधक (इ & एम)/ सिविल -

Contract No	9700024212
PO No	5600100273

4. सहायक प्रबंधक (सिविल)
5. कार्यालय प्रति

Bill of Quantity for the work of "Comprehensive Annual Maintenance of 6 nos. KONE 8 - Passenger Elevators installed at Rohini Housing Complex, Ultadanga, Kolkata."

S.No.	Item Description	Qty	Unit	Rates (Rs.)	Amount (Rs.)
1	Comprehensive AMC of 8 passenger (544 kg)/ 12 stop/ V3F/ Auto Door/ Speed- 1.0 m/s (Elevator No. 208106 & Equipment No. - 40201449)	24.00	Nos	16834.489175	404027.74
2	Comprehensive AMC of 8 passenger (544 kg)/ 6 stop/ V3F/ Auto Door/ Speed- 1.0 m/s (Elevator No. 208108 & Equipment No. - 40201450)	24.00	Nos	13029.800000	312715.20
3	Comprehensive AMC of 8 passenger (544 kg)/ 6 stop/ V3F/ Auto Door/ Speed- 1.0 m/s (Elevator No. 208110 & Equipment No. - 40201452)	24.00	Nos	13029.798950	312715.17
4	Comprehensive AMC of 8 passenger (544 kg)/ 12 stop/ V3F/ Auto Door/ Speed- 1.0 m/s (Elevator No. 208105 & Equipment No. - 40201544)	24.00	Nos	16834.490000	404027.76
5	Comprehensive AMC of 8 passenger (544 kg)/ 6 stop/ V3F/ Auto Door/ Speed- 1.0 m/s (Elevator No. 208107 & Equipment No. - 40201543)	24.00	Nos	13029.800000	312715.20
6	Comprehensive AMC of 8 passenger (544 kg)/ 6 stop/ V3F/ Auto Door/ Speed- 1.0 m/s (Elevator No. 208109 & Equipment No. - 40201545)	24.00	Nos	13029.800000	312715.20
Total Value Quoted without GST (in Rs.)					2058916.27
GST@18% (in Rs.)					370604.93
Contract Value incl.GST (in Rs.)					2429521.20

Senior Manager (Civil)

8/9/26

वरिष्ठ प्रबंधक / Senior Manager,
सिविल अभियंत्रण विभाग/Civil Engineering Division
कोल इंडिया लिमिटेड/Coal India Limited