



**Quotation**

Light & EEC/ Out/ No: 1138

Date: 17/12/2024

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**Sub:** - Providing Solar Panel Cleaning Services for the 750 kWp Solar Power Plant installed at Various Locations of Surat Municipal Corporation.

Dear Sir,

Sealed quotations, duly super scribed and to be submitted on or before 24<sup>th</sup> December 2024 to the office of the undersigned, are invited for the work of Providing Solar Panel Cleaning Services for the 750 kWp Solar Power Plant installed at Various Locations of Surat Municipal Corporation.

Rates should be filled in Price Schedule only and returned duly sealed & signed otherwise offer of such bidder shall not be considered.

**Location**

Sr. No.	Site	Planned Installation Capacity (KWp)
1.	Katargam Water Works	100
2.	Khatodara Water Distribution Station	80
3.	Katargam Water Distribution Station	80
4.	Umarwada Water Distribution Station	80
5.	Dumbhal Water Distribution Station	40
6.	Athawa Water Distribution Station	50
7.	Kinnary Water Distribution Station	20
8.	Rajshree Water Distribution Station	20
9.	Main Office Building & Central Zone Office	100
10.	Limbayat Zone office	55
11.	Lakkadkhod Community Hall	20
12.	Narmad Library	40
13.	Varachha Zone Office	35
14.	SMIMMER Medical College	30
**	Total Capacity	750

**Scope of Work:**

**[1] Scope of Cleaning Work**

- 1.1. Conduct a site visit to assess the condition of the panels and identify any immediate issues or safety concerns.
  - 1.2. Use water and non-abrasive tools (soft brushes, cloths, or squeegees) to clean dust, dirt, and debris off the surface of the solar panels.
  - 1.3. Check for any visible damage, cracks, or signs of wear on the panels.
  - 1.4. Report any issues found during cleaning to the relevant authorities.
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- 1.5. The contractor should take care of the solar panels during the cleaning work.
- 1.6. Cleaning of the panels to be done 3 times per month.
- 1.7. Ensure that workers use appropriate Personal Protective Equipment (PPE) such as gloves, helmets, and safety harnesses
- 1.8. Follow safety protocols when working at heights or using equipment.
- 1.9. Provide a report after each cleaning session detailing the number of panels cleaned and any issues encountered.
- 1.10. This scope does not include repairs or replacements of damaged panels or electrical components.

**Terms and Condition of the Quotation**

1.	Submission of Quotation:	<p><b>On or before 24/12/2024 @ 06:00 PM.</b></p> <p><b>Address:</b> - Light &amp; Energy Efficiency Cell, Room No: 117, 3rd Floor, Main Office Building, Muglisara, Surat- 395 003.</p> <p><b>Quotation with improper information, incomplete details shall not be accepted.</b></p> <p><b>GST registration certificate must be furnished with the quotation.</b></p>
2.	Validity of Quotation:	60 Days from the date of opening of the Quotation.
3.	All Taxes/ Duties, etc. applicable:	<p>Rates must be inclusive of all taxes/ duties inclusive GST, Site Visit. Amount of applicable GST must be mentioned in the quotation.</p> <p>Fulfillment of these conditions is must or else the quotation shall be liable for outright rejection.</p>
4.	Required Documents	<ul style="list-style-type: none"> <li>• GST Registration.</li> <li>• Electrical License</li> </ul>
5.	Time Period:	3(Three) months from the date of Work Order.
6.	Penalty Criteria:	The work must be completed in all respect within stipulated time period as mentioned earlier (TIME REQUIRED FOR COMPLETION), failing which penalty @ 0.2 % of order value of unexecuted portion per day of delay subject to maximum 10 % of order value shall be charged and shall be deducted from the bill or any outstanding payment. Also, if contractor fails to execute the work than action against contractor will be taken as per decision of competent authority of SMC and that should bind to contractor.
7.	Security Deposit (SD):	5 % of total Work Order Amount. It will be Released after satisfactory completion of work.
8.	Work/ Contract Agreement:	To be entered into agreement & undertaking on Rs. 300.00 non judicial stamp paper each purchased from Gujarat state only within 10 days from the date of order
9.	Payment Condition:	<ul style="list-style-type: none"> <li>• No advance Payment of any kind shall be paid by the corporation.</li> <li>• Monthly bases payment shall be paid.</li> <li>• Necessary applicable Taxes Shall be deducted from each running bill(s).</li> <li>• The payment should be done as per actual work executed at site.</li> </ul>

**Note:**

1. In case of discrepancy in amount in figure and words, amount mentioned in words will be considered final and binding.
2. Quotation should be super scribed with outward/ reference no., name of the work, name of the bidder with address and last date of submission.
3. Bidder is required to quote each & every details otherwise quotation of such bidder shall not be considered.
4. Conditional offer (quotation) shall not be accepted.
5. That all alteration, erasure (s) and/or over-writing, if any, in the quotation are duly authenticated by the bidder's signature.

Yours Faithfully,

**-Sd-**

I/c. Executive Engineer,  
Light & Energy Efficiency Cell,  
Surat Municipal Corporation.

**Seal & Sign of Agency**

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**Price Schedule**

<b>Sr. No</b>	<b>Work Description</b>	<b>Unit</b>	<b>Total Amount per Month Without GST Rs.</b>	<b>GST Rate in %</b>	<b>Total Amount per month inclusive GST Rs.</b>
1.	Providing Solar Panel Cleaning Services for the 750 kWp Solar Power Plant installed at Various Locations of Surat Municipal Corporation.	Month			
**	<b>Total Amount per Month with GST Rs.</b>				
**	<b>Total Amount for 3 Months with GST Rs.</b>				
**	<b>Amount in Words</b>				

**-Sd-**

I/c. Executive Engineer,  
Light & Energy Efficiency Cell,  
Surat Municipal Corporation.

**Seal & Sign of Agency**

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