



**EMBASSY OF INDIA BEIJING**

**INVITES QUOTATIONS  
FOR ANNUAL MAINTENANCE CONTRACT  
FOR BUILDING MAINTENANCE OF  
NEW CHANCERY-CUM-RESIDENTIAL COMPLEX  
FOR TWO YEARS 2021-23**

**TENDER NO. PEK/GEN/872/1/2021**

**LAST DATE FOR SUBMISSION OF BIDS**

**22 February 2021 UP TO 1000 HRS (BEIJING TIME)**

**DATE OF OPENING BIDS**

**22 February 2021 AT 1600HRS (BEIJING TIME)**

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**EMBASSY OF INDIA BEIJING, NO.5, LIANG MA QIAO BEI JIE, CHAOYANG  
DISTRICT, BEIJING 100600, TEL-00-86-10-8531 2500/2501/2502/2503**

## Invitation for Bids

Embassy of India, Beijing invites Bids / Quotations from reputed Property Management companies/ agencies based in China with specialization in maintenance of Office & Residential properties.

### 1. Eligibility criteria for bidders:

- The company/ agency should have valid permit / registration from a competent local authority for Property Management Services.
- The company/ agency should have a **First level certification** for Property Management Enterprise in the People’s Republic of China.
- The company should be in operation for more than 5 (five) years.
  
- The company/ agency should have sufficient number of Property Management staff and supervisory staff for the proper execution of the contract. **The company/ agency should submit a list of these employees proposed to be employed for the contract stating clearly how these would be involved in this work as part of their quotation along with the technical bids.**

### 2. Scope of Work:

S.No.	Description of work	Per Month	Quantity (Months)
1.	<p><b>Preventive Maintenance of Electrical &amp; Mechanical Installations</b></p> <p><b>a.</b> Preventive maintenance (by in-house high-grade technician/electrician) of all electrical installations of the Embassy. This should include all work as quoted at Annexure A as per the routine prescribed.</p> <p><b>b.</b> Preventive Maintenance of the motors at all the Gates of the Embassy. Embassy has four major gates which are operated in a motorized manner. The maintenance should include filing of their iron track, oiling and servicing of motor, rack and chain components on fortnightly basis. The company has to provide all the necessary material including lubricants and grease for servicing.</p>	Each Job	06 (Once in two Months)
		Each Job	06 (Once in two Weeks)

	<p><b>c. Preventive maintenance of all electrical/mechanical equipment/accessories/installations fittings to be taken up by specialized technicians (plumbing/electrician) who have adequate experience with such items.</b></p>	-	-
<b>2.</b>	<p>One full-time (minimum 40 Hours per week on site) <b>Property Manager-cum-Operating Engineer</b> shall be provided with the following requirements:-</p> <ol style="list-style-type: none"> <li>a. Minimum 5 years' experience with <b>technical building maintenance in a First Level property management company.</b></li> <li>b. Bilingual (Chinese / English).</li> <li>c. Graduate/Diploma holder in technical maintenance who is reachable via cellphone for all types of emergencies.</li> <li>d. The Property Manager must be computer literate and have working knowledge in English.</li> <li>e. The Property Manager will be in charge for the overall management of the onsite team.</li> <li>f. Is responsible for submission of regular reports and work plans, planning and support (Project Management) of larger technical projects (<b>3<sup>rd</sup> party suppliers management</b>) and will be the point of contact for the client.</li> <li>g. Must be a skilled draftsman.</li> <li>h. The detailed bio-data of the Property Manager (2 nos.) along with all supporting documents shall be provided along with the technical bids. Embassy will choose the suitable of the two by interview – the other will be shortlisted as Reserve Manager.</li> <li>i. He/She will also contact with various Municipal agencies viz. water supply, Electricity and Gas agencies. Embassy will provide one designated area</li> </ol>	Each Job	12

	<p>in the basement for the Property Manager to use as his/her office.</p> <p><b>In case of Property Manager going on leave, company has to provide additional Manager in her/his place. In no circumstances, the work of the embassy should be affected.</b></p>		
3.	<p>Provide 1 full time (minimum 40 Hours per week on site) experienced (min. 5 years' experience towards Property Management) trained Operating Engineer (with experience in Electrical work along with Electrical certification from a recognized institution and shall have 'A' level certificate of the Chinese Government). The electrical engineer should be in charge of all types of electrical works including regular maintenance of high voltage power sub-station as well as all other Electrical equipment and Heating panels. The electrical engineer should be supported by other electricians as per requirement for different types of preventive and breakdown maintenance work.</p> <p>He should also take up any additional minor electrical installation which may be required to be set up during the period of contract. By any additional minor electrical installation work, it is meant erection of an additional electrical point, rewiring small parts where total wire used is less than 50 metres, ducting/ cabling of wire from one room to another (distances less than 10 metres).The company should be able to provide any material if the cost of material for such rewiring/ electrical installation is less than 1,500 RMB including the cost of wiring/MCB etc. Any additional cost beyond 1,500 RMB will be provided by the Embassy on case by case basis.</p> <p><b>In case of Operating Engineer going on leave, company has to provide additional Supervisor in her/his place. In no circumstances, the work of the Embassy should be affected.</b></p>	Each Job	12

4.	<p>Provide 3 full time (minimum 40 Hours per week on site) experienced and certified Handyman (1 each with masonry &amp; plumbing, carpentry and electro-mechanical certification) who can carry works related to building repairs, plumbing including repairing water leakage, water meters; and carpentry works such as fixing wooden furniture, painting, polishing, fixing scratches; repair/replacement parts of Gas stoves, Heating Radiators, pedestal/table fans etc. and all other maintenance related work including moving support as appointed. The three full time Handyman will work under directions of the Property Manager for undertaking regular maintenance work. They should be made in charge of any minor breakdown maintenance and most of the regular preventive maintenance work.</p> <p><b>In case of Handyman going on leave, company has to provide additional Handyman in her/his place. In no circumstances, the work of the embassy should be affected.</b></p>	Each Job	12
5.	<p><b>Create an annual maintenance plan including monthly planning for the routine maintenance as well as maintenance for all technical equipment installations at the Embassy of India building.</b></p> <p>The company must submit a monthly property management report (in English) covering all activities and maintenance works carried out during the month. The preventive maintenance will include items in Annexure B.</p> <p><b>The Annual maintenance plan has to be presented on the date of signing of the contract. A short summary of the annual maintenance plan should be submitted.</b></p>	Each Job	12
6.	<p>Provide spare parts for electrical installations and technical consumables like replacement of bulbs (LED), holders, fixtures, wire, MCBs, Gas stoves and other electrical fittings where <b>the per unit cost of the item is upto the</b></p>	Each Job	12

	<b>value of 1,500 RMB without limitation.</b>		
<b>7.</b>	Provide technical consumables for civil repair, masonry work, plumbing work, carpentry work where the <b>cost of the repair is up to a value of 1,500 RMB per unit free of charge without limitation.</b>	Each Job	12
<b>8.</b>	Undertake painting/whitewashing of the boundary wall (including all brass/iron gates) surrounding the whole premises, including addressing issues of any cracks/ repairs needed to the boundary wall.	Each Job	Twice a year
<b>9.</b>	Painting/whitewashing of Chancery guard rooms.	Each Job	Twice a year
<b>10.</b>	Undertake painting/whitewashing of all 16 apartments inside the Chancery complex from inside which also includes Roof top maintenance. Upkeep and Maintenance of civil structures to include grass cutting etc. above the apartment roofs This should be part of the Annual Maintenance Plan and has to be done in a phased manner that the occupants can stay inside while the work is progressing.	Each Job	12  02 (Twice per year)
<b>11.</b>	Support Embassy of India with arrangement and management of 3 <sup>rd</sup> party government inspections, if any.	Each Job	12
<b>12.</b>	All the above scope covers the 16 Apartments in the Chancery complex.	Each Job	12
<b>13.</b>	Arrange third party inspection and provide specialized inspection report in case of any major civil structural or masonry issue in case of any building inside the Complex free of charge. Embassy has the right to engage the company or any other party in completion of the project.	Each Job	12
<b>14.</b>	<b>Breakdown Maintenance of Electrical &amp; Mechanical Installations</b> Restoration of basic services in the event of any breakdown is an immediate priority. The Company shall use its available pool of resources (one Property Manager, one electrical engineer, three handymen) for resolving such situations. In case there is any	Each Job	12

	<p>problem beyond the scope of their expertise and is of specialized nature or related to electronic circuitry, they have to assist embassy in finding atleast two third parties who can do that. Embassy has the right to engage any third party.</p> <p>In case the breakdown maintenance involves any issue which can be resolved by the technicians of the company and the cost of components/spare parts/repairs is more than 1,500 RMB, Embassy will take up the additional cost. Upto 1,500 RMB, the Company has to provide the spare parts/material for free.</p>		
<b>15.</b>	<p>In all cases where there is a maintenance contract/warranty between OEM of the equipment and Embassy, the overall supervision shall lie with the technical maintenance vendor.</p> <p>Effective coordination/technical assistance with all AMC contractors.</p> <p>The bidder shall provide sound, lights &amp; technical support during events organized by the Embassy.</p>		
<b>16.</b>	<p><b>a. Centralized help desk for handling all complaints on a 24x7 basis.</b></p> <p><b>b. Interested bidders must submit a proposal of about 1000 words enunciating how they intend to handle the helpdesk with a flowchart indicating workflow from start to finish mentioning inter alia receiving a request, processing the request, acting upon the request, preparation of report etc.</b></p> <p>c. Daily report of all the complaints, handled generated and resolved to be submitted before the end of the day.</p> <p>d. Maintenance/repair of humidifiers, radiators and minor equipment in the stock of Mission</p>		
<b>17.</b>	<p>The company has to ensure that there is no disruption of services during Chinese New Year/National Holiday period.</p>		

- 3. Bid system:-** The company/ agency shall submit its offer in **three separate sealed envelopes**, namely, (a) **First envelope**- superscripted “Technical Bid- for Annual Maintenance Contract for Building – New Chancery-cum-Residential Complex for two years 2021-23”, (b) **Second envelope**- superscripted “Financial Bid- for Annual Maintenance Contract for Building – New Chancery-cum-Residential Complex for two years 2021-23”. Both the sealed envelopes shall be kept inside a large sealed envelope, i.e. in a **Third envelope** superscripted as “Tender Quotation for Annual Maintenance Contract for Building – New Chancery-cum-Residential Complex Complex for two years 2021-23”. It should also be superscripted at the bottom left corner with the Full name, Postal address, Fax, E-mail, Telephone number of the bidder;
- i.** The sealed bid shall be submitted to **The Head of Chancery, Embassy of India Beijing, No.5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600;**
  - ii.** **The bids must be submitted in both English and Chinese. English translations of all Chinese documents must be submitted.**
  - iii.** Contact person Mr. Sindhur Gowrav, ASO(Property), Phone No.0086-10-85312553, Email: [admn2.beijing@mea.gov.in](mailto:admn2.beijing@mea.gov.in). The Chinese Contact person Ms. Zhai Yansong (Priscilla), Property Clerk, Phone No.0086-10-85312543, Email: [property3.beijing@mea.gov.in](mailto:property3.beijing@mea.gov.in)
  - iv.** The bid may be submitted by Hand in person or by courier. The bids by “Fax / E-mail” shall not be accepted;
  - v.** Bid received after the closing date and time as prescribed in the tender notice, shall **NOT** be accepted under any circumstances;
  - vi.** Bid shall be opened on the date and time as given in the tender notice at **Embassy of India Beijing, No.5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600**, in the presence of the authorized representatives of the companies, who may wish to attend. Only the technical bid shall be opened on 22/02/2021. Financial Bid will be opened for all those parties who have qualified technically.
  - vii.** The bid has to be submitted as per the format specified at ‘Annexure I & II’ respectively;
  - viii.** The Bidder can arrange for a pre-bidding tour by contacting Ms. Zhai Yansong (Priscilla), Property Clerk, Phone No.0086-10-85312543 and see the premises. The Bidders are free to bring technician for studying the scope of work for the civil, electrical and masonry work. The pre-bid site visit can be arranged on request at email [property3.beijing@mea.gov.in](mailto:property3.beijing@mea.gov.in) latest by date 08/02/2021.



**4. Mode of Payment:**

- a. Payment against bill/invoice shall be released on quarterly basis at the end of each quarter.
  - b. Timings of the above required staff will be from 08:30 to 17:30 hrs (lunch break 13:00 to 13:30 hrs).
  - c. Attendance of all the staff will be a prerequisite for clearance and payment of quarterly bill/invoice with deduction of proportionate amount from the bill in case of any deficiency in attendance.
- 5.** The bidder must submit Performance Guarantee amounting to 5% of the Annual Service Fee (including VAT) upon signing of the Contract which shall be in the form of Guarantee bond issued by any Scheduled Bank.
- 6.** Embassy reserves the right for cancelling the tender at any stage and without specifying any reason for cancellation.

**Annexure- I**

**PROFORMA TO BE FILLED UP AND SUBMITTED IN THE TECHNICAL BID**

1.	Name of the Bidder Agency/Company.	
2.	Address of the Bidder Agency/Company.	
3.	Contact details of the Bidding Agency/Company.	
4.	Name of the Proprietor/Partners/Directors. of the Agency/Company.	
5.	Registration and incorporation particulars of the Agency/Company.	
6.	Details of <b>First Level certification</b> in Property/Building management issued by local government.	
7.	Experience in BUILDING MAINTENANCE work (No. of years).	
8.	No. of workers in the company – Manager, Supervisor, technical staff, handymen	
9.	Any other information.	
10.	Whether details of all five persons to be employed under this tender has been provided	

**Scope of Work**

S.No	Description of work	Comments (Please write YES or No, mention deviations if any)
1.	<b>Preventive Maintenance of Electrical &amp; Mechanical Installations</b>  a. Preventive maintenance (by in-house high-grade	

	<p>technician/electrician) of all electrical installations of the Embassy. This should include all work as quoted at Annexure A as per the routine prescribed.</p> <p><b>b. Preventive Maintenance of the motors at all the Gates of the Embassy.</b> Embassy has four major gates which are operated in a motorized manner. The maintenance should include filing of their iron track, oiling and servicing of motor, rack and chain components on fortnightly basis. The company has to provide all the necessary material including lubricants and grease for servicing.</p> <p><b>c. Preventive maintenance of all electrical/mechanical equipment/accessories/installations fittings to be taken up by specialized technicians (plumbing/electrician) who have adequate experience with such items.</b></p>	
<p><b>2.</b></p>	<p>One full-time (minimum 40 Hours per week on site) <b>Property Manager-cum-Operating Engineer</b> shall be provided with the following requirements:-</p> <ol style="list-style-type: none"> <li>a. Minimum 5 years' experience with <b>technical building maintenance in a First Level property management company.</b></li> <li>b. Bilingual (Chinese / English).</li> <li>c. Graduate/Diploma holder in technical maintenance who is reachable via cellphone for all types of emergencies.</li> <li>d. The Property Manager must be computer literate and have working knowledge in English.</li> <li>e. The Property Manager will be in charge for the overall management of the onsite team.</li> <li>f. Is responsible for submission of regular reports and work plans, planning and support (Project Management) of larger technical projects (<b>3<sup>rd</sup> party suppliers management</b>) and will be the point of contact for the client.</li> <li>g. Must be a skilled draftsman.</li> <li>h. The detailed bio-data of the Property Manager (2 nos.) along with all supporting documents shall be provided along with the technical bids. Embassy will choose the suitable of the two by interview – the other will be shortlisted as Reserve Manager.</li> <li>i. He/She will also contact with various Municipal</li> </ol>	

	<p>agencies viz. water supply, Electricity and Gas agencies.</p> <p>Embassy will provide one designated area in the basement for the Property Manager to use as his/her office.</p> <p><b>In case of Property Manager going on leave, company has to provide additional Manager in her/his place. In no circumstances, the work of the embassy should be affected.</b></p>	
<p><b>3.</b></p>	<p>Provide 1 full time (minimum 40 Hours per week on site) experienced (min. 5 years' experience towards Property Management) trained Operating Engineer (with experience in Electrical work along with Electrical certification from a recognized institution and shall have 'A' level certificate of the Chinese Government). The electrical engineer should be in charge of all types of electrical works including regular maintenance of high voltage power sub-station as well as all other Electrical equipment and Heating panels. The electrical engineer should be supported by other electricians as per requirement for different types of preventive and breakdown maintenance work.</p> <p>He should also take up any additional minor electrical installation which may be required to be set up during the period of contract. By any additional minor electrical installation work, it is meant erection of an additional electrical point, rewiring small parts where total wire used is less than 50 metres, ducting/ cabling of wire from one room to another (distances less than 10 metres).The company should be able to provide any material if the cost of material for such rewiring/ electrical installation is less than 1,500 RMB including the cost of wiring/MCB etc. Any additional cost beyond 1,500 RMB will be provided by the Embassy on case by case basis.</p> <p><b>In case of Operating Engineer going on leave, company has to provide additional Supervisor in her/his place. In no circumstances, the work of the Embassy should be affected.</b></p>	
<p><b>4.</b></p>	<p>Provide 3 full time (minimum 40 Hours per week on site) experienced and certified Handymen (1 each with masonry &amp; plumbing, carpentry and electro-mechanical certification) who can carry works related to building repairs, plumbing including repairing water leakage, water meters; and carpentry works such as fixing wooden</p>	

	<p>furniture, painting, polishing, fixing scratches; repair/replacement parts of Gas stoves, Heating Radiators, pedestal/table fans etc. and all other maintenance related work including moving support as appointed. The three full time Handymen will work under directions of the Property Manager for undertaking regular maintenance work. They should be made in charge of any minor breakdown maintenance and most of the regular preventive maintenance work.</p> <p><b>In case of Handymen going on leave, company has to provide additional Handymen in her/his place. In no circumstances, the work of the embassy should be affected.</b></p>	
5.	<p><b>Create an annual maintenance plan including monthly planning for the routine maintenance as well as maintenance for all technical equipment installations at the Embassy of India building.</b></p> <p>The company must submit a monthly property management report (in English) covering all activities and maintenance works carried out during the month. The preventive maintenance will include items in Annexure B.</p> <p><b>The Annual maintenance plan has to be presented on the date of signing of the contract. A short summary of the annual maintenance plan should be submitted.</b></p>	
6.	<p>Provide spare parts for electrical installations and technical consumables like replacement of bulbs (LED), holders, fixtures, wire, MCBs, Gas stoves and other electrical fittings where <b>the per unit cost of the item is upto the value of 1,500 RMB without limitation.</b></p>	
7.	<p>Provide technical consumables for civil repair, masonry work, plumbing work, carpentry work where the <b>cost of the repair is up to a value of 1,500 RMB per unit free of charge without limitation.</b></p>	
8.	<p>Undertake painting/whitewashing of the boundary wall (including all brass/iron gates) surrounding the whole premises, including addressing issues of any cracks/ repairs needed to the boundary wall.</p>	
9.	<p>Painting/whitewashing of Chancery guard rooms.</p>	
10.	<p>Undertake painting/whitewashing of all 16 apartments inside the Chancery complex from inside which also includes Roof top maintenance.</p> <p>Upkeep and Maintenance of civil structures to include grass cutting etc. above the apartment roofs</p>	

	This should be part of the Annual Maintenance Plan and has to be done in a phased manner that the occupants can stay inside while the work is progressing.	
<b>11.</b>	Support Embassy of India with arrangement and management of 3 <sup>rd</sup> party government inspections, if any.	
<b>12.</b>	All the above scope covers the 16 Apartments in the Chancery complex.	
<b>13.</b>	Arrange third party inspection and provide specialized inspection report in case of any major civil structural or masonry issue in case of any building inside the Complex free of charge. Embassy has the right to engage the company or any other party in completion of the project.	
<b>14.</b>	<p><b>Breakdown Maintenance of Electrical &amp; Mechanical Installations</b></p> <p>Restoration of basic services in the event of any breakdown is an immediate priority. The Company shall use its available pool of resources (one Property Manager, one electrical engineer, three handymen) for resolving such situations. In case there is any problem beyond the scope of their expertise and is of specialized nature or related to electronic circuitry, they have to assist embassy in finding atleast two third parties who can do that. Embassy has the right to engage any third party.</p> <p>In case the breakdown maintenance involves any issue which can be resolved by the technicians of the company and the cost of components/spare parts/repairs is more than 1,500 RMB, Embassy will take up the additional cost. Upto 1,500 RMB, the Company has to provide the spare parts/material for free.</p>	
<b>15.</b>	<p>In all cases where there is a maintenance contract/warranty between OEM of the equipment and Embassy, the overall supervision shall lie with the technical maintenance vendor. Effective coordination/technical assistance with all AMC contractors.</p> <p>The bidder shall provide sound, lights &amp; technical support during events organized by the Embassy.</p>	
<b>16.</b>	<p><b>a. Centralized help desk for handling all complaints on a 24x7 basis.</b></p> <p><b>b. Interested bidders must submit a proposal of about 1000 words enunciating how they intend to handle the helpdesk with a flowchart indicating workflow from start to finish mentioning inter alia receiving a request, processing the request, acting upon the request,</b></p>	

	<p><b>preparation of report etc.</b></p> <p>c. Daily report of all the complaints, handled generated and resolved to be submitted before the end of the day.</p> <p>d. Maintenance/repair of humidifiers, radiators and minor equipment in the stock of Mission</p>	
<b>17.</b>	The company has to ensure that there is no disruption of services during Chinese New Year/National Holiday period.	

**Declaration**

I hereby certify that the information furnished above is full and correct to the best of my knowledge.

**(Signature of the authorized signatory)**

**Dated** \_\_\_\_\_

**Name and address of the Agency/Company** \_\_\_\_\_

**Seal of the firm**

**Annexure- II**

**PROFORMA TO BE FILLED UP AND SUBMITTED IN THE FINANCIAL BID**

**The financial bid can be done itemwise, describing the cost as per each item of the scope of work.**

<b>Description</b>	<b>Amount incl. VAT (RMB)</b>
Annual charges for BUILDING MAINTENANCE of New Chancery Complex as per Scope of work.	
<b>Total</b>	

**Other issues related to Financial Bid**

1	Period of Bid validity (minimum 180 days).	(Please mention the last date of validity)

**Declaration**

I hereby certify that the information furnished above is full and correct to the best of my knowledge.

**(Signature of the authorized signatory)**

**Dated**\_\_\_\_\_

**Name and address of the Agency/Company**\_\_\_\_\_

**Seal of the firm**



**ELECTRIC FACILITIES**

<b>SL. No.</b>	<b>Item/ Equipment Description</b>
1.1	Electric Switchgear/ MCB/ DCBMCCB/ELCB/EDB and distribution boards.
1.2	High Voltage main distribution panel
1.3	Low voltage main distribution panel
1.4	Diesel Generator
1.5	Light distribution Panels

**CIVIL MECHANICAL WORKS**

<b>SL. No.</b>	<b>Item/ Equipment Description</b>
<b>1</b>	<b>BUILDING MANAGEMENT FACILITIES</b>
1.1	Luminaires Indoor
1.2	The function of heat radiators & heating system. Coordination with the service provider
1.3	Luminaires waterproof outside
1.4	Windows and door, suitable weatherproofing to be done before the onset of winter.
1.5	Ceiling, walls, floor
1.6	Locker/glass/stone/wooden
1.7	Roof Top Maintenance/grass cutting
1.8	Painting/Polishing/Replacement of wooden laminates
1.9	Repair/replacement of knobs, stoppers, handles etc.
2.0	Repair/maintenance of wooden furniture.

2.1	Maintenance of Store Rooms in basement
<b>2</b>	<b>WATER</b>
2.1	Water supply main stop valve
1.2	Heated mains water pipes
1.3	Pressure boosting double pump hydrophone system
<b>3</b>	<b>DRAINAGE</b>
3.1	Indoor/outdoor water drainage
3.2	Indoor/outdoor sewerage system
3.3	Waste Water Pump maintenance
3.4	Drain water pump
3.5	Roof and rainwater gutter maintenance
<b>4</b>	<b>SANITARY FACILITIES</b>
4.1	Standard toilet wall mounting
4.2	Wash basin facilities

4.3	Bath combination, general
<b>5</b>	<b>VALVES</b>
5.1	Valves of plant room and equipment's maintenance
<b>6</b>	<b>PLUMBING</b>
6.1	Maintenance of water transfer pump, panel and booster pump;
6.2	Maintenance of cold and hot water system;
6.3	Maintenance and cleaning of the overhead water tank and underground RCC tank;
6.4	Maintenance of drainage system, periodical checking of manhole, main drainage of all types of gullytraps and floor traps;
6.5	Replacement of damaged flexible hose, angle valves and fittings;
6.6	Maintenance of pumps and internal pipe work for irrigation;
6.7	Maintenance of pumps, nozzles and control panel of the Fountains
<b>7</b>	<b>Electrical</b>
7.1	Checking functions of all MCCBs, MCBs and ELCBs, MDBs and distribution boards;
7.2	Checking, repair/replacement of all switches of light fittings, sockets and cleaning of all electrical equipments and accessories;

7.3	Replacement of damaged tubes, bulbs, chokes; etc.
7.4	Maintenance of audio equipments in the Auditorium and maintenance of lights
7.5	Maintenance of one Diesel Generator set including routine servicing
7.6	Maintenance of Incinerator and its enclosure.