

Notice for Inviting Quotations

Subject: Annual Maintenance Contract (AMC) for Rooftop Solar Plants (65 kWp, 35 kWp and 50 kWp)

This is to inform that SEEPZ SEZ Authority invites quotation in sealed single packet for Annual Maintenance Contract (AMC) for Rooftop Solar Plants of 65 kWp, 35 kWp capacity installed at NEST 01 and Mega CFC respectively. Both the plants have already been commissioned and generating power. Another plant of 50 kWp capacity is likely to be commissioned at NEST 02 by end of January 2025 by SEEPZ SEZ Authority.

A. Scope of Work

The major Scope of Work of the project shall include the following:

1. **Ensure minimum yearly average performance ratio of at least 85%**, within 2 months from date of appointment
2. Maintain consistency in performance ratio with 1% yearly degradation or part thereof
3. Preventive/ Routine Maintenance and Breakdown Maintenance and overhaul schedules of Solar Energy Power Plant
4. Maintenance and repair of all Plant systems, equipment, components, etc., in accordance with the Contract, recommendations of OEM, and approved Maintenance Plan and Procedure so as to ensure long term safe and reliable maintenance of Plant and its equipment
5. Periodic maintenance of all electrical and mechanical components
6. Responsibility to maintain Solar Plant equipment in a healthy state all the time, to plan and undertake preventive maintenance of Solar Plant at regular intervals and attend routine maintenance activity every day and other additional required duties mentioned in the bid
7. Since it is important to adopt timely preventive maintenance schedules covering all vital areas and plants, the detailed Daily, Weekly, Monthly, Quarterly, Annually and Capital Maintenance Schedule should be maintained properly
8. Breakdown maintenance and replacement of defective parts as per detail below:
Included: cable, string combiner boxes, JB, cable lugs, glands, ferrules, PV connectors, cable tie, clamps, labels, name plates, nut, bolt, washers
Excluded: Solar PV modules, inverters, mounting structure, surge protection device, lightning arrester, earthing system, energy meter
9. Ensuring optimum generation and submission of monthly generation/ maintenance reports
10. Coordination with OEMs for warranty claims, if applicable.
11. Liaison with DISCOM/ MEDA/ other statutory authorities if required.

B. Physical Asset Availability

Below is the list of Physical Asset Availability which are installed/ to be installed as of now:

Sr. No	Item Description	NEST#1	Mega CFC	NEST#2
1	Total no. of modules	130 Nos	65Nos	100Nos
2	Wattage of Module	0.5 W	0.5 W	0.5W
3	Capacity of Plant	65KWp	35KWp	50KWp
4	ACDB	1	1	1
5	Module cable	1CX4 sq mm Copper cable	1CX4 sq mm Copper cable	1CX4 sq mm Copper cable
6	Inverter to ACDB cable	4CX50 sq mm Aluminum cable	4CX50 sq mm Aluminum cable	4CX50 sq mm Aluminum cable
7	ACDB to Main Feeder	3.5CX300 sq mm Aluminum cable	3.5CX300 sq mm Aluminum cable	3.5CX300 sq mm Aluminum cable
8	Lightening Arrester	1 Set	1 Set	1 Set
9	Earthing Pits (DC)	2 No	2 No	2 No
10	Earthing Pits (AC)	2 No	2 No	2 No
11	Earthing Pits for LA	1No	1No	1No

However, bidders are required to mandatorily visit the site before submitting the quotation for their own due diligence of the physical assets. No objections in this regard will be entertained at a later stage.

C. Key Deliverables

The following deliverables are expected under the AMC scope:

1. Monthly Preventive Maintenance Reports detailing inspection activities, system health, and corrective actions taken.
2. Performance Monitoring and Analysis including generation data review and efficiency tracking.
3. Corrective Maintenance Services for faults or breakdowns, including replacement of minor components (excluding major parts under warranty).
4. Cleaning of Solar Modules at regular intervals to maintain optimal generation.
5. Emergency Support for system troubleshooting and fault rectification.
6. Annual System Health Audit with recommendations for performance improvement.

D. Assumptions and Constraints

1. Bidders are required to mandatorily visit the site before submitting the quotation for their own due diligence of the physical assets. No objections in this regard will be entertained at a later stage.

2. Historical performance data and system documentation will be made available to the AMC vendor.
3. Any major component replacement (e.g., inverter, modules, as mentioned under "Excluded" above) will be outside the AMC scope unless covered under warranty.

Note: The access to rooftops and system components will be facilitated by the Client as required. AMC vendor will comply with SEEPZ safety and security protocols during site visits and during implementation.

E. Eligibility Criteria

1. Bidder must be a valid legal entity registered with appropriate government authority in the form of a firm/ company/ LLP and must be in existence for at least 5 years (i.e. during FY 2020-25)
2. Bidder must be registered with GSTN and must possess a valid PAN
3. Bidder should have an average annual turnover of not less than Rs. 1,40,000/- during the past three financial years.
4. Bidder should have a positive net worth during each of the past 3 financial years.
5. Bidder must not have been debarred by any central government entity or a PSU or any other autonomous body; any state government; or any multinational funding agency such as The World Bank, Asian Development Bank, etc.
6. The bidder should have completed either of following similar works in past 3 financial years (FY 22-23, 23-24 & 24-25)
 - ≥ 120 kWp – 1 project OR
 - ≥ 75 kWp – 2 projects OR
 - ≥ 60 kWp – 3 projects

Similar works shall mean "Comprehensive Maintenance of Rooftop Solar Power Plant in Central/ State Government Departments/PSUs/ Public listed companies"

F. Selection Criteria

1. The AMC vendor will be selected based on Least Cost payable per kWh AC electricity generation.
2. The SEEPZ SEZ Authority is exempted from GST as per notification No. 18/2017 - Integrated Tax (Rate) dated 05-07-2017. Bidders are therefore required to submit their quotations excluding GST.

G. Duration

1. **The Contract is initially for period of 2 years.** Subject to satisfactory performance of the service provider and approval of the competent authority, the AMC may be **extended for a further period of 2 years** under the same terms and conditions or as revised by the authority.

H. Payment Terms

1. Quarterly based on kWh AC generated based on Joint Meter Reading.
2. The SEEPZ SEZ Authority is exempted from GST as per notification No. 18/2017 - Integrated Tax (Rate) dated 05-07-2017. Bidders are therefore required to submit their quotations excluding GST.

I. Penalty

The Client may impose a penalty for delay, for reason attributable to the Contractor as per the table below, capped to 10% of the contract value of contractor.

1. First 2 months are No Assessment Period. For deviation from 85% performance ratio after 2nd month, the following table applies:

80% ≤ PR < 85%	75% ≤ PR < 80%	PR < 75%
Deduction of 5% of Quarterly Invoice	Deduction of 10% of Quarterly Invoice	Deduction of 20% of Quarterly Invoice

2. Inability to attend complaint call, the following table applies:

24-48 hrs.	48-96 hrs.	Beyond 96 hrs.
1,000 per day	1,500 per day	2,000 per day

3. In case of complete breakdown, other than scheduled maintenance – Rs. 5,000 per day

Cases for No Penalty applies when:

- A. There are grid unavailability (certified by DISCOM logs)
- B. There are force majeure events (natural calamities, fire, etc.)
- C. There are major equipment failures provided by the Authority (Solar PV modules, inverters, mounting structure, surge protection device, lightning arrester, earthing system, energy meter)

J. Submission

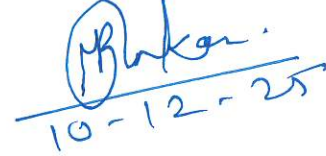
1. Quotations should be submitted in a sealed single packet on or before **19-12-2025 at 3.00 PM** at the below address:

To,
ADC (Estate),
SEEPZ SEZ Authority,
Dispatch Section (Ground Floor),
Service Centre Building, SEEPZ Special Economic Zone, Andheri (East),
Mumbai, Maharashtra 400 096, India.

2. Quotations will be opened on **19-12-2025 at 4.00 PM**.

File No: SEEPZM/137/2025-EO/14306

Dated: 10-12-2025



(Mayur Mankar)

Joint Development Commissioner/Estate Officer
SEEPZ SEZ Authority

मयुर र. मानकर
MAYUR R. MANKAR
संयुक्त विकास आयुक्त
Joint Development Commissioner
सीपज़ - सेज़, मुंबई - 96
SEEPZ SEZ Mumbai

