

NATIONAL TRANSMISSION & DESPATCH CO.LTD

Chief Engineer (Design & Standards) NTDC

HESCO HQ
RY SECTION

No. 3187-97 / CED&SIG / Transformer

Dated: 20-10-2015

Chief Executive Officer,
HESCO

Subject: IMPROVEMENT IN THE QUALITY/PERFORMANCE OF ENERGY METERS, DISTRIBUTION TRANSFORMERS & 11 KV SWITCH GEARS (INDUSTRIAL PANEL)

- Ref
- This office letter No. 3987-98/CEDS dated 17.08.2012.
 - Chief Engineer (P&D) PEPCO letter No. 1649-50 dated 30.06.2008.
 - Chief Engineer (Admn.) Power letter No. 975-90/MD (PEPCO)/ODE/E-885 2-11 dated 06.03.2010.
 - This office letter No. 846-55/CEDS dated 20.02.2013.
 - This office letter No. 1137-49/CEDS dated 06.03.2013.
 - This office letter No. 4331-41/CEDS dated 19.12.2014.

From time to time recommendations/suggestions from this office and the quarter concern regarding the improvement of quality and performance of subject material has been circulated vide above referred letters.

The following suggestions have been consolidated by incorporating all previous instructions, and other mandatory requirements in order to ensure the quality and performance of subject material:-

- a. To improve the quality of products, it is recommended to use the prime quality new material and discourage the use of scrap/second hand material/substandard components in manufacturing of products procured by DISCOs.

Undertaking/declaration certificate from the Bidders regarding use of prime material (specimen attached) should be obtained as mandatory and should be included as a part of tender documents vide this office letter referred above at Sr. No.(i). A draft of authority/declaration certificate is attached for guideline (Annexure/A).

Education Purchase Order For New Manufacturer/Entrant

- c. The firm having no past experience and supply record should be considered only for an educational order of limited quantity (as minimum as possible) to encourage new manufacturer/entrant. Education orders should be placed on the firms to seek prototype approval from this office and satisfactory field performance vide this office letter referred above at Sr. No.(v) and regular order should be placed after establishing the satisfactory post field performance issued by Chief Engineer (MM) of concerned DISCOs on behalf of Chief Executive Officer.

Engr	TD
SA Dir	
IRM(M+T)	V
Comm	
CMRO	
MM	MM
CO	
Admn	

for 27/10

MM
Endure
MM
MM

d. If a DISCO issue educational purchase order to any manufacturer/entrant and that DISCOs will inform to other DISCOs in order to avoid issuance of other educational purchase order from any DISCO before the completion of delivery and issuance of satisfactory performance of first educational purchase order. Also this would be the responsibility of manufacture to intimate DISCOs and this office regarding their educational purchase orders. If manufacturer take more than one educational purchase order then all other educational purchase orders shall be cancelled except the first one of limited quantity. DISCOs must acquire undertaking in advance from the manufacturers/entrant to the effect that the manufacturer has not taken such educational purchase order before from any DISCO as already circulated vide this office letter referred above at Sr. No.(vi).

e. The performance requirement for educational purchase order is minimum three months after the satisfaction of DISCO. The three (3) months performance of 100% quantity should be considered from the date of installation of last quantity of material/product. However for the rigorous performance, the product should be monitored for one complete cycle of climate of the Country including sever "Hot Summer" and "Cold Winter" conditions.

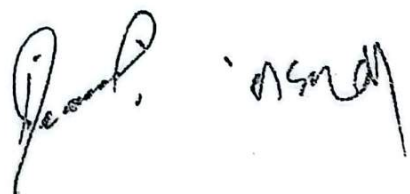
If regular purchase orders for subject material is placed after the three months satisfactory performance, but not for complete cycle then the warranty of the product should be doubled to cover risk of DISCOs and after the satisfactory performance of one complete cycle of the climate, the warranty period should be same as practice in formal purchase order.

f. A team of experts should be involved in prototype testing/approval process who should examine all relevant aspects with respect to the design and techniques employed. In order to detect all possible discrepancies/flaws of design and quality at this stage and avoid problem later on. It is recommended that the products/material supplied against the educational purchase order should immediately be installed for field performance and for their proper monitoring. The product/material must be installed in one Division or preferably in one Sub Division for proper monitoring. In case of educational purchase order for distribution transformer, the distribution transformer should preferably be installed on the general public connections rather than individual/independent consumer.

Also it is recommended that concerned M&T and Surveillance Department Team should periodically monitor the performance of the product supplied against the educational purchase order.

It should also include additional in-situ testing of the prototype meter in the field for a sufficient time (at least 3 months), so as to ascertain a real life performance of the material.

The DISCO should observe the supply of educational purchase orders and pressed upon supplier to complete the educational order on time. The performance report of the subject material should be considered while processing the further purchase of material/product vide this office letter referred above at Sr. No. (ii).



- h. The field performance of the material must be issued by Chief Engineer (MM) of concerned DISCOs on behalf of Chief Executive Officer after 100% completion and installation of educational order for the performance period mentioned above after 100% completion and installation of educational order for the performance period mentioned above.
- i. For 11 kV Switchgear panel (industrial panel) those manufacturers who are not directly importing the VCBs by themselves, they must supply certificate from the authorized local agent in lieu of import documents.
- j. It should be made incumbent upon the supplier/manufacturers of the 11kV Panels to present their import documents for the complete VCB trolley (either in completely assembled or disassembled form) to the NTDC/DISCOs inspector at the time of inspection and also, submit the same to the procurement agency along with the inspection call for the verification of the genuineness of the VCBs and to make sure the compliance of the same to the prototype approval.
- k. The local manufacturers of 11 kV Switchgear Panels (industrial panel) those are using 11kV vacuum Circuit Breakers in their panels which are not approved by this office or by Chief Engineer Design NTDC should not be allowed/placed order for the use of breaker until or otherwise they get their approval from the above said offices.

All DISCOs should immediately implement above mentioned recommendations in their procurement and already issued educational orders and it should be mandatory in Tenders/Purchase Orders to supplier for manufacturing the product by ensuring quality and genuineness.


20/12/2011
Engr. Muhammad Arshad Ghumman
Chief Engineer (D&S) NTDC, Lahore.

c.c. to:

General Manager (S.D) NTDC, Wapda House, Lahore.