



सत्यमेव जयते

भारत सरकार

Government of India

विज्ञान और प्रौद्योगिकी मंत्रालय

Ministry of Science and Technology

विज्ञान और प्रौद्योगिकी विभाग

Department of Science and Technology

प्रशासन अनुभाग

Administration Section

File No.D-21014/1/1/2007 Admn II (B)

Date: 08 Apr 2008

To,

As per attached list

Sub: TENDER DOCUMENT FOR COMPREHENSIVE AMC FOR WATER COOLERS INSTALLED AT TECHNOLOGY BHAVAN, NEW DELHI FOR THE PERIOD OF ONE YEAR FROM THE DATE OF AWARDING OF CONTRACT

DATE OF ISSUING OF TENDER FORM : 09 APRIL 2008

CLOSING DATE OF ISSUING OF TENDER FORM: 17 APRIL 2008 AT 1300 HRS

DATE OF OPENING OF BID : 17 APRIL 2008 AT 1500 HRS

Cont'd...02/-

**Comprehensive AMC for water coolers for the period of one year
From the date of awarding of contract.**

1. SCOPE OF WORK

The work includes

1.1. Comprehensive AMC for 09 old water coolers owned by the department installed at various blocks in Technology Bhavan.

1.2. The initial servicing of the water coolers will have to be completed within 15 days from the date of commencement of contract.

1.3 Cleaning of water coolers should be carried out fortnightly. Failing which security deposit will be forfeited.

1.4 All complaints/ repairs shall be attended to within 24 hours.

1.5 This contract shall include supply of all parts and spares, gas, reconditioning of compressor, motor, thermostat, switches, taps, trays etc.

1.5. The contract shall exclude repair of voltage stabilizers, chassis, water tank, grills, painting, change of installation location, water purifiers etc.

1.6. Prior permission of concerned authority shall be taken for taking the air conditioners or air conditioners parts out of premises for repair, if any, and no extra charges shall be paid on this account.

2. PERIOD OF CONTRACT

2.1 The contract will be valid for a period of Twelve Months commencing from date of award of contract.

2.2 The agreement may, with notice in writing, be renewed for a further period of one year on same terms and conditions.

3. QUALIFYING REQUIRMENTS

3.1 The firm must be authorized dealers/ having authorized workshop of at least any one leading brand of water coolers approved by DGS &D.

3.2 The firms/ contractors should be registered with tax department or any other agency which is entrusted with collecting the tax which is leviable on maintenance contract (**TIN No. & PAN NO**).

4.E.M.D & Security Deposit

4.1. An Earnest Money Deposit of Rs.5, 000/- shall be deposited in the form of DD/Pay order. The DD/Pay order shall be in favour of the DDO, Department of Science & Technology, New Delhi. EMD of unsuccessful bidders shall be returned within 30 days from the date of closure of tender. The EMD deposited by successful tenderer will not be refunded and will be kept as Security Deposit.

5. SUBMISSION, ACCEPTANCE AND REJECTION OF TENDER

5.1. A complete set of the tender document may be collected by the interested firms from **Section Officer Admin II (B), Department of Science & Technology, New Delhi**. The quotation should contain all the documentary evidence. The envelop should be duly sealed and be super-scribed as **“Quotation for Annual Maintenance Contract for Water Coolers”**. The sealed envelop should reach the **Section Officer, Admin II (B), DST** on or before 2.00 PM on **17 Apr 2008** which will be opened on the same day at 3.00 PM in the presence of such tenderers who wish to be present. The Department reserves the right to accept or reject any quotation/ estimates without assigning any reason thereof.

5.2 Tenders who are not complete in all respects are liable to be rejected.

5.3 While submitting the tender for this work the tenderers will be **deemed to have read, understood and accepted** all the terms and conditions stated in this letter.

5.4 Tenderers will indicate the complete address of their firm/ office along with telephone numbers.

5. RATES

5.1 Rate should be quoted per unit per year.

5.2 During the entire period of the contract, no request for any increase in rates will be entertained.

6 VALIDITY OF TENDER:

6.1. Tender shall remain valid for a period not less than 60 days after the deadline date specification.

7 AWARD OF CONTRACT

7.1 The Department will award the contract to the tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.

7.2 Notwithstanding the above, the Department reserves the right to seek previous work orders, references etc. and to accept or reject any quotations and to cancel the process and reject all tenders at any time prior to award of contract.

7.3 The tenderer whose rate is accepted will be notified of the award of contract by the Department prior to expiration of the tender validity period. The terms and conditions in the tender notice will be incorporated in the work order.

8 **TERMS OF PAYMENT:**

8.1 The contractor will submit the bill on quarterly basis and after completion of each quarter.

8.2 The Payment for water coolers where work was not attended due to any reason what so ever is will be deducted on pro rata basis from the bill submitted by contractor.

9 **TAXES**

9.1 **Tax at source (TDS)** will be deducted from each bill of the Contractor as applicable under rules in respect of Income Tax and Sales Tax etc.

9.2 No claim on account of sales tax or any other material used for executing work awarded under this contract will be entertained by the DST and all such taxes should be paid by the contractor himself.

In case your firm is interested in the said AMC, you are requested to furnish the rate along with a DD/ Pay order for **Rs.5, 000/-** as EMD cum Security deposit in the sealed envelop. The DD/ Pay order should be drawn in favour of **DDO, Department of Science & Technology**. No quotations received without demand draft will be entertained in any case.

(L K Chawla)
Under Secretary to the Govt of India

Date: 08 Apr 08

**LIST OF FIRMS FOR COMPREHENSIVE AMC OF WATER COOLERS
INSTALLED AT TECHNOLOGY BHAVAN, NEW DELHI**

**M/S THE WORK SHOP
9914, AHTA THAKUR DAS
SARAI ROHILLA
NEW DELHI**

**M/S RITZY REFRIGERATION & AIR CONDITIONING ENGINEERS
G-15 SHYAM NAGAR
NEW DELHI-110018**

**M/S MAINTENANCE CORPORATION
1735/2, SHER SINGH BAZAR
KOTLA MUBARAKPUR
NEAR NDSE PT-I, NEW DELHI**

**M/S SKYLINE AIR CONDITIONING ENGINEER PVT LTD
E-76, LGF KALKAJI
NEW DELHI-110019**

**M/S NAJMUS AUTOMATION
2664, SHACHIPUR MAIN BAZAR
NEW DELHI-110008**

**M/S AIR EXCEL
41, NATIONAL PARK
LAJPAT NAGAR, NEW DELHI**

**M/S G K REFRIGERATION
60-H, ARJUN NAGAR
SAFDARJUNG ENCLAVE
NEW DELHI-110029**

**M/S VOLTAS LIMITED
A-43, MOHAN CO-OPERATIVE INDUSTRIAL ESTATE
MATHURA ROAD, NEW DELHI-110044**

**M/S HITACHI HOME & LIFE SOLUTIONS (I) LTD
A-43, MOHAN CO-OPERATIVE INDUSTRIAL ESTATE
MATHURA ROAD, NEW DELHI-110044**

**M/S JAGADAMBA REFRIGERATION & AIR CONDITIONING WORKS
GH-14/541, PASCHIM VIHAR
NEW ROHTAK ROAD, NEW DELHI**

**M/S ACE UTILITIES
259, HOG MARKET, RAJENDRA PLACE
NEW DELHI**

**M/S DEEP REFRIGERATION
G-6, VARDHMAN COMPLEX
PLOT NO.9, SAVITA VIHAR
NEW YOJANA VIHAR, NEW DELHI**

**M/S EXTREME SOLUTIONS
C-61/1, ARJUN NAGAR
NEAR SAFDARJUNG ENCLAVE
NEW DELHI-110 029**

**M/S SHREE ELECTRIC CO
C-69, QUTAB ENCLAVE, PHASE I
(NEAR QUTAB HOTEL)
NEW DELHI-110 016.**

**M/S JASWAL REFRIGERATION CORPORATION
1814, UDAY CHAND MARG
KOTLA MUBARAKPUR
NEW DELHI-110003**