

SIC/HO/WD-EM/A.C/1(12)/2007-08

Dated: 19th March, 2012

To,

Sub: Offers for the Annual Maintenance contract of 116 nos. of different kind of split/ductable and window ACs.

Dear Sir,

1. Sealed offers are invited for the Annual Maintenance contract of 116 nos. of different kind of split, ductable and window A.Cs of capacity between 1.0 TR to 3.0 TR as per the schedule of quantity enclosed at annexure-A.
2. The above quantity is tentative & may vary to any extent.
3. The AMC is for preventive as well as for breakdown maintenance of air conditioners installed in different offices of NSIC.
4. The AMC is comprehensive and include repair and replacement of parts like compressor, starting components, coil filter, thermostat, selector switch, escutcheon plate, contactor, Condenser coil, cooling coil, overload relay, canvas, fan/ blower motor and charging of gas free of cost.
5. The tenderer shall to depute one or more technicians as per requirement during the summer season (1st April to 30th September) from 10:00a.m to 6:00p.m on all working days. Under preventive maintenance/routine check up and all the breakdown calls are to be attended within 6-8 hours positively.
6. The tenderer should have minimum three years experience of similar nature of works. He will have to submit the relevant documents as proof of his experience or else his tender will be rejected.
7. In case the complaint is not attended within 24 hrs. penalty @ Rs. 200/- per day shall be levied subject to a max ceiling of Rs 2,000/-.

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1. In case of defect involving replacement of the compressors, the work has to be completed within 48 hrs. failing which penalty @ Rs. 500/- per day shall levied subject to a max ceiling of Rs 5,000/-.
2. All window/Split AC's & ductable ACs are of reputed brands hence the genuine spares shall be allowed after certification by the Engineer-In-charge. The old parts shall be returned to the Corporation.
3. The validity of the quotation should be 90 days from the last date of the submission of tenders. .
4. The following Shall not be a part of this contract:: -
Electronic remote control, Voltage Stabilizer, All plastic components, Heating element, Front Grill, Bottom Tray, Cabinet cover and sheet metal parts and shifting charges of window/split/ductable ACs.
5. Preventive maintenance service would be carried out by the service provider regularly to keep the equipment running in a trouble free condition during the period of contract. Wash the filter of all the ACs every month.
6. A record of preventive maintenance carried out would be maintained by you and duly certified by the authorized officer.
7. All the faults will be attended at site of Corporation. In case of a major fault, if the machine is required to be taken to the company workshop, the company shall provide a replacement unit till the time the AC sent for repairs is positioned back.
8. In cases of poor workmanship and non-compliance of tender/agreement or services provided by the contractor are not found to be satisfactory, the contract shall be terminated by the department by giving 10 days notice even before the expiry of contract period and shall be forfeited the security deposit without assigning any reason what so ever.
9. The company shall provide minimum 02 full services (i.e. washing etc.) of each AC during the duration of AMC Period one year.
10. On selection, the agency shall be required to deposit 10% of the total cost of work as Security deposit and the same will be refunded after successful completion of the period of AMC as specified in the work order.

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11. The AMC shall be for one year and it will be affected from the date of award of work. However, the corporation reserves the right to enter into AMC for another year on the same terms and conditions provided the services rendered by the bidder are satisfactorily.
12. Under this AMC one hundred Sixteen machines are covered (as per the details at Annexure-A). All the Air – conditioners are installed in different offices of NSIC, Okhla Industrial Estate, New Delhi.
13. NSIC reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.
14. The tenderer may inspect the premises during the office hours on any working day for getting acquainted before submitting the quotations. Non-familiarity with the site condition will not be considered a reason either for extra claims or for not carrying out the work.
15. The tenderer shall take into account basic price, cost of labour, T & P, taxes as applicable, conveyance / cartage etc. before quoting the rates. No extra claim what so ever in this regard shall be entertained. Parties are required to quote there Pan No., Tin No, Service Tax no. , ESI Code and PF Code.
16. The tenderer quote the rates in the enclosed “Schedule of quantities” only.
17. The AMC premium will be released quarterly at the end of each quarter on production of bill and certification of satisfactory services, by the Dy. Manager (Elect./Maint.),NSIC Ltd. New Delhi.
18. The offer in a sealed envelope should reach office of General Manager (works) on or before 30.03.2012 up to 3:00 p.m. The offer will be opened on same day at 3:30 p.m. The offer received after expiry of the due date or time will not be considered.

Thanking you,

Yours faithfully,

(M.A Khan)
Chief Manager (Works)

Annexure-“A”

Schedule of Quantities

S.no.	Item	Qty	Rate (Rs.)	Amounts (Rs.)
1	Window Air conditioner 1.0/1.5/2.0 TR make: LG/Carrier/Citi/Durant/ Kaysons/Blue star/Voltas etc	69 nos.		
2	Split air conditioner 1.5/2.0 TR make: bluestar/Kaysons/carrier/ Durant/voltas/LG etc	43 nos.		
3	Ductable 2.0/3.0 TR A. C Make: bluestar/voltas	4 Nos.		
	Total	116 Nos.		

Total Rs.

Contractor's signature with seal