



தேசிய காசநோய் ஆராய்ச்சி நிறுவனம்
राष्ट्रीय यक्ष्मा अनुसंधान संस्थान
NATIONAL INSTITUTE FOR RESEARCH IN TUBERCULOSIS
(Indian Council of Medical Research)
(Formerly Tuberculosis Research Centre)
Department of Health Research, Ministry of Health & Family Welfare
Government of India
No.1, Mayor Sathyamoorthy Road, Chetpet, Chennai 600031

BID DOCUMENT

NAME OF WORK: COMPREHENSIVE AMC FOR AIR CONDITION UNITS

Tender Enquiry No: P1/AMC/AIR CONDITON UNITS/2017-18

Tender published at Website: <https://eprocure.gov.in>
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Tender No. P1/AMC/AIR CONDITON UNITS/2017-18

Date: 27.11.2017

NIRT E-Tender(NIT)

Electronic Bids are invited through website <https://eprocure.gov.in> under two bid system from eligible domestic bidders registered in India i.e Original Equipment Manufacturers/Authorized Dealers/Authorized Distributors/Suppliers and authorized service providers for AMC of Air Conditions at NIRT, Chennai.

Tender Enquiry

Date of Publishing	27.11.2017
Bid Document Download start date(Online)	27.11.2017
Bid Submission start date(Online)	27.11.2017
Bid Submission End date (Online)	19.12.2017
Date of Technical Bid opening(Online)	20.12.2017
Date of Financial Bid Opening	To be Notified separately

Important Notes:

1. Tender documents may be downloaded from central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>.
2. Only Bids received on our e-tendering portal will be considered for opening. Bids in any physical form sent through fax/e-mail/courier/post/delivered personally will not be considered.
3. Any addendum/Corrigendum date extension in respect of above tender shall be issued on our website www.nirt.res.in and website <https://eprocure.gov.in> only and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit our website to keep themselves updated.

Place: Chennai

Date: 27.11.2017

General TERMS & CONDITIONS

Nature of items:

Annual maintenance contract for air conditioners with specifications as mentioned in

Annexure – I

1. Scope of Work:

1. The tenders shall be submitted as per the technical specifications enclosed in Annexure – I
2. NIRT, Director reserves the right to accept or reject any or all tenders without assigning any reason thereof.

2. Bid Submission and Opening:

- a. The bid should be submitted online at website <http://eprocure.gov.in/eprocure/app> only by due date as in NIRT of the bid. The server date and time as appearing on the website only shall be considered for the cut-off date and time for submission of bids. Offers sent through post, fax, e-mail and courier or by any other mode will not be considered.
- b. Only those bidders shall be considered qualified by the NIRT, who submit requisite EMD, documents, accept all the terms and conditions of the tender document. The decision of NIRT shall be final and binding.

3. Submission of Bids:

- a. Only bids received on e-tendering portal will be considered for opening. Bids in any physical form sent through fax/e-mail/courier/post/delivered personally will not be considered.
- b. Bidder will be responsible for any delay due to other issues.
- c. Bidder shall select the payment option as offline to pay the EMD and enter details of the Demand Draft/Bank Guarantee.
- d. The bidder has to digitally sign and upload the required documents one by one as indicated in the tender document.

4. Submission of offer:

The tender shall be submitted online in two cover system duly scanned and digitally signed by the authorized representative of the bidder as follows.

A) Cover-1 (Techno-commercial Bid):

Online Bid should be submitted containing copy of the following documents in cover-1 as documentary proof, for fulfilling qualifying criteria, failing which the offer shall be summarily rejected.

B) Cover-2 (Price Bid):

- a. The price must be quoted only in the price Bid format attached as BOQ. Please quote the prices

5. Validity of Tender:

- a. The tender shall be valid for a period of 180 days from the date of opening of the tender.
- b. No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained till supplies are completed.

6. Price:

- a. The price shall be firm and shall include all applicable taxes and charges. The rates quoted shall be all inclusive, with the delivery upto destination i.e NIRT, Chennai
- b. All duties, taxes and other levies payable by the bidder under the contract shall be included in the total price.

7. Payment:

- a. After successful completion of AMC, payment will be made by NIRT, Chennai by NEFT transfer to the bank account.
- b. The tenderer shall submit the documents which shall full fill all the conditions mentions in annexure - 1
- c. 50% payment shall be made in at the end of 6th Month. Remaining payment will be made after the completion of AMC Period. No advance payment will be made.

TENDERER'S NAME & SIGNATURE WITH SEAL

ANNEXURE – I

SCOPE OF WORK (TECHNICAL BID)

- 1) In order to attend our day-to-day complaints, it shall be binding on the contractor that they depute Service mechanic in our office premises on all working days during the period of AMC.
- 2) AC units covered under this AMC are in working condition. However, the Agency can inspect the same prior to their bidding on any working day up to 05.00 PM. It is, therefore, shall be binding on the contractor that they maintain them throughout the period of AMC and handover the same in good running condition at the time of expiry of this contract.
- 3) In case there occurs any major break down in an air conditioner, same will be allowed to carry to workshop for providing of service. The service will be done free of charge at the contractor's service station.
- 4) During the period of this maintenance contract if we dispose of any of the AC unit covered by the AMC, the AMC amount will be reduced proportionately. The payment will be made for actual units maintained during a particular quarter.
- 5) Removal and reinstallation of AC is not included in the AMC. This job will be carried out by you as per the instruction of Electrical Division. Charges will be paid as per the rates quoted by you in the Price Bid.
- 6) Periodical service shall be done by the contractor during the period of this AMC. This includes two Overhauling's in a year.
- 7) The contractor shall be replacing spare parts and materials free of charge which get defective during the AMC period. However, this excludes replacement of cage, grills and knobs etc. of air conditioners.
- 8) Replacement/rectification of compressors during the period of this AMC shall be made by the Contractor at their own cost.
- 9) The charging of refrigerant gas in air conditioners during the period of this AMC shall be done by the contractor at their own cost.
- 10) The services which are felt essential for the effective working of air conditioners shall also be rendered by the contractor during the period of this AMC.
- 11) Any complaint made against not satisfactory working of air conditioner shall be attended Immediately i.e. the same day positively and in no circumstances the attending of such complaints shall be postponed to the next day.
- 12) Routine maintenance and proper operation must be ensured by the contractor which includes cleaning of filters, checking of loose electrical connections etc. at regular intervals.
- 13) The unit service/repair shall be carried out by the contractor only. In case, the contractor or his Employee gets the AC unit serviced/repared by any other party, all such charges relating to that Repairs/maintenance shall be borne by the contractor only.
- 14) The electricity power supply shall be provided and maintained by NIRT which includes the wiring to AC unit, the connecting and disconnecting switches/circuit breakers etc. These will, however, be attended to by our own electrician at our own expenses.
- 15) No. of ACs given in the statement is tentative, actual number of ACs will be given at the time of Awarding the order to the party.

TENDERER'S NAME & SIGNATURE WITH SEAL

Bid Submission**Online Bid Submission:**

The online bids must be uploaded online in two covers as explained below.

Cover – I (Following documents to be provided as single PDF file)			
S. No	Documents	Content	File Types
1.	Technical Bid	Compliance sheet with technical Specifications mentioned in Annexure-I	.PDF
2.		Online Bid Submission details (Annexure-II)	
Cover - II			
S. No	Types	Content	
1.	Financial Bid	Price Bid(BOQ) may be submitted as an BOQ for item quoted as per Annexure-I	Excel

TENDERER'S NAME & SIGNATURE WITH SEAL

ANNEXURE-III

COMPLIANCE SHEET:

Sl. No.	Scope of Work	Yes	No
1.	In order to attend our day-to-day complaints, it shall be binding on the contractor that they depute Service mechanic in our office premises on all working days during the period of AMC		
2.	AC units covered under this AMC are in working condition. However, the Agency can inspect the same prior to their bidding on any working day up to 05.00 PM. It is, therefore, shall be binding on the contractor that they maintain them throughout the period of AMC and handover the same in good running condition at the time of expiry of this contract.		
3.	In case there occurs any major break down in an air conditioner, same will be allowed to carry to workshop for providing of service. The service will be done free of charge at the contractor's service station.		
4.	During the period of this maintenance contract if we dispose of any of the AC unit covered by the AMC, the AMC amount will be reduced proportionately. The payment will be made for actual units maintained during a particular quarter.		
5.	Removal and reinstallation of AC is not included in the AMC. This job will be carried out by you as per the instruction of Electrical Division. Charges will be paid as per the rates quoted by you in the Price Bid.		
6.	Periodical service shall be done by the contractor during the period of this AMC. This includes two Overhauling's in a year.		
7.	The contractor shall be replacing spare parts and materials free of charge which get defective during the AMC period. However, this excludes replacement of cage, grills and knobs etc. of air conditioners		
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TENDERER'S NAME & SIGNATURE WITH SEAL