



Call Notice for Annual Maintenance Contract of Air Conditioners.

No. 1008 / RPRC

Date:19.5.18

Sealed Tenders are invited from registered commercial enterprises/ firms/ agencies having GST no. for the Annual Maintenance Contract of Air Conditioners. The terms and conditions and formats are available in the RPRC website (www.rprcbbsr.com) which can be downloaded for use. Interested parties may submit their offer super-scribed “**Tender for Annual Maintenance Contract of Air Conditioners**” to the undersigned through speed post/Registered Post/Courier service, which should reach the undersigned on or before 5th June,2018 (5.00 PM) positively. Incomplete tenders and documents received after due date and time will not be considered. The undersigned reserves the right to reject any or all the tenders without assigning any reasons thereof.

-Sd-

Chief Executive



Regional Plant Resource Centre

Forest & Environment Department

Tender for Annual Maintenance Contract

of

Air Conditioners

Chief Executive

Regional Plant Resource Centre

Bhubaneswar

(TECHNICAL DETAILS) INVITATION FOR TENDER

1. Regional Plant Resource Centre, Bhubaneswar, invites sealed tenders from reputed registered firms for Annual Maintenance Contract for Air conditioners

1	Name and Nature of Work	Annual Maintenance Contract of Air Conditioners of various types and Tonnage fitted in RPRC on comprehensive Basis
2	Time period of Execution	For one year.
3	Period of Issue of Tenders	21/05/2018 to 5/06/2018
4	Last date and time for receipt of completed Tenders	5/06/2018 upto 5 PM.
5	Date and Time of Opening Technical Bids	6/06/2018 at 11AM
6	Cost of Tender	Rs.1,000 /- in shape of Demand Draft drawn in favour of Chief Executive, Regional Plant Resource Centre, Bhubaneswar (Non Refundable)
7	EMD Cost	Rs.5,000/- in shape of Demand Draft drawn in favour of Chief Executive, Regional Plant Resource Centre, Bhubaneswar
8	Submission of Tender	The Bid Documents shall be submitted in two separate envelopes-, Envelope No (1) - Technical Bid and Envelope No - (2) Price Bid. Both envelopes should be submitted on the same date and time. The Technical Bid and Price Bid are to be placed in two separate envelopes, sealed and superscribed as 'Technical Bid' and 'Price Bid' respectively. These two envelopes are then to be placed together in envelope No.3, sealed and superscribed on the outside with the narration "PROPOSAL FOR AMC OF AIRCONDTIONERS "

2. Application Documents for the tender can be obtained in person from Regional Plant Resource Centre, Nayapalli, Bhubaneswar, , between 10.00 AM to 05.00 P.M. on all working days on submission of non-refundable DD for Rs.1,000/= drawn in favour of Chief Executive, Regional Plant Resource Centre, payable at Bhubaneswar or in cash, towards the cost of the tender document.

3. Alternatively, the tender documents consisting of above can be downloaded from RPRC website (www.rprcbbsr.com/tender) and the downloaded applications can be used for submission along with a non refundable Demand Draft of Rs.1000/- in favour of Chief Executive, Regional Plant Resource Centre, payable at Bhubaneswar . In case of any ambiguity/discrepancy between the downloaded document and original application submitted in the form of hard-copy, the version of the documents placed on the website shall prevail.

4. The Chief Executive, RPRC reserves the right to accept or reject, wholly or partly, any or all the applications without assigning any reason whatsoever. RPRC decision in this regard will be final and binding on all applicants.

5. The detailed specification and tentative numbers of Air Conditioners is available in Annexure –I.

6. Prices should be quoted strictly as per Financial Bid format given at Annexure – II.

7. Interested firm may go through the scope of work, visit the site and get fully acquainted with the nature and quality of work and get clarification before submitting the offer.

8. The Annual Maintenance Contract (AMC) is purely comprehensive (Including compressor and Spare parts) and is valid for 1 year, which may be extended further depending upon the performance of the firm.

9. During the AMC, the appointed agency shall must attend the complain within 12 hours and in emergency cases they will provide service within 2 hours, failing which the amount spent towards repairing by outside service provider will be deducted from their AMC bill.

10. If the performance of the Service provider is not satisfactory during any quarter of AMC period the undersigned has the right to deduct the quarterly AMC amount or cancel the contract.

11. Any spare parts to be replaced must be shown to the store keeper/ authorised person and the old one/ replaced spare parts must be returned to RPRC.

12. The agency must clean the dust and dirt from the Air conditioner in quarterly basis. All the electrical connections like current drawn, Room temperature etc. should be noted down in the Service report.

13. The payment will be released in quarterly basis after successful completion of the respective quarter, on submission of all service reports duly signed by the users.

14. The firm must deposit GST documents/ PAN card/ Income Tax return for the year 2014-15, 2015-16 and 2016-17dully certified by the Chartered Accountant along with the Tender Paper.

15. Copy of client list/ user list must be attached along with the Tender Paper.

16. The Annual turnover of the firm must be Rs.10.00lakh per year and the firm should have adequate trained manpower to attend the complains.

17. Performance certificate from Govt. Organisation/Semi Government/ Public sector of last three years must be submitted by the firm along with the Tender Paper.

18. The undersigned reserves the right to rescind the contract for violation of Terms & Conditions.

-Sd-

**Chief Executive
Regional Plant Resource Centre
Bhubaneswar**

Declaration

- 1. I/We do hereby declare that I/We have not been blacklisted / delisted by any Government Organisation/ Department/ Public Sector / Undertaking or Autonomous Organisation and I / We shall abide by all acts, rules etc of the Organisation.**
- 2. Certified that the documents/ papers furnished by me are true to the best of my knowledge and belief and in case of any wrong or false information, RPRC has right to take any action as deemed proper against me/us.**

Place :

Date:

(Signature & Seal of the Tenderer)

Annexure – I

Sl. No	Make/ Model	Capacity	Quantity
1	Carrier Window AC	1 ton	10 Nos.
2	Carrier Split	1.5 Ton	04 Nos.
3	Samsung Split	1.5 ton	01No
4	L G Split	1.5 ton	07 Nos.
5	Maxon Split	1.5 ton	1 No
6	L G Split	2 Ton	09 Nos.
7	Samsung Split	2 Ton	06 Nos.
8	Carrier Split	2 Ton	03 Nos
9	Voltas Split	2 Ton	03 Nos.

Annexure – II

Sl. No	Make/ Model	Capacity	Quantity	Unit offered price (Comprehensive) excluding GST
1	Carrier Window AC	1 ton	10 Nos.	
2	Carrier Split	1.5 Ton	04 Nos.	
3	Samsung Split	1.5 ton	01No	
4	L G Split	1.5 ton	07 Nos.	
5	Maxon Split	1.5 ton	1 No	
6	L G Split	2 Ton	09 Nos.	
7	Samsung Split	2 Ton	06 Nos.	
8	Carrier Split	2 Ton	03 Nos	
9	Voltas Split	2 Ton	03 Nos.	

(Signature & Seal of the Tenderer)

