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महाराष्ट्र शासन
सहआयुक्त पशुसंवर्धन
पशुवैद्यकीय जेवपदार्थ निर्मिती संस्था,
महाराष्ट्र राज्य, औंध, पुणे - ४११ ००७



दूरध्वनी : ०२० २५६९ ७३६२

Outward No. IVBP/ TQC/ Instruments AMC / 1140 /Aundh, Pune-7. Dt. 15 /04/2026

NOTICE

Subject- Quotation for Annual maintenance contract (AMC) for HVAC systems, including Air Handling Units (AHUs), VRF / VRV Systems and BMS (Building Management System) in Test and Quality control Section...

With reference to the subject cited above this is to bring to your kind attention that, Institute of Veterinary Biological Products is a State Government institute located at Ganeshkhind Road, Aundh, and Pune- 411067.


This institute intends to do Annual maintenance contract for HVAC systems including Air Handling Units (AHUs), VRF / VRV Systems and BMS (Building Management System) in Test and Quality control Section. Manufacturers, Authorized Agents /Suppliers and Other Agents/Suppliers are requested to quote your best competitive rates for Annual maintenance contract for HVAC systems, including Air Handling Units (AHUs), VRF / VRV Systems and BMS (Building Management System)in Test and Quality control Section. In this regards kindly take care of the following points-

You can inspect the facility for Annual maintenance contract for Instruments in Test and Quality Control section up to 22/04/2026 at 11.00 am before submission of the quotation. Quote the rate for AMC inclusive of all taxes. The quotation for AMC for HVAC systems, including Air Handling Units (AHUs), VRF / VRV Systems and BMS (Building Management System) in Test and Quality Control should be addressed to Joint Commissioner of Animal Husbandry, Institute of Veterinary Biological Products, Aundh, and Pune-7 in On the the envelope mentions "Quotation for Annual maintenance contract for Instruments in Test and Quality control Section 2026-27 . Last Date- 22/04/2026.

Submission of quotation does not necessarily entitle you for work order. If quotation rates are approved, work must be completed as per work order. The quoted instruments in the AMC should qualify the Calibration test and should perform to the best of its potential.

Quotes the rate for Annual maintenance contract for Instruments as per scope of work and terms and conditions given in Annexure A. Particulars mentioned in Annexure A are strictly followed. No changes should be made. If made, that quotation would be treated as invalid

Enclosure: 1. Annexure A -Terms and conditions for quotation


Joint Commissioner Animal Husbandry
Institute of Veterinary Biological Products
Aundh, Pune-07

Annexure A -Terms and conditions for quotation

1.Introduction

This Annual Maintenance Contract (AMC) is intended for the annual maintenance of HVAC systems, including Air Handling Units (AHUs), VRF / VRV Systems and BMS (Building Management System) installed at the Test and Quality Control Laboratory, IVBP. The objective is to ensure uninterrupted operation, compliance with GMP/NABL requirements, and maintaining controlled environmental conditions.

2.Scope of Work

The AMC shall cover preventive, routine, and breakdown maintenance of the HVAC system including

Air Handling Units (AHUs)

- Pre-filters, fine filters, HEPA filters
- Blowers and motors
- Cooling coils and heating coils
- Dampers and actuators
- Ducting system
- Thermostats, sensors, and control panels
- VFDs

VRF / VRV Systems

- Outdoor units (compressors, condensers)
- Indoor units (cassette, ductable, wall-mounted)
- Refrigerant piping and insulation
- Controllers and communication systems

BMS (Building Management System)

- Monitoring and control of HVAC parameters
- Sensors (temperature, RH, pressure differential)
- Control panels, PLC/DDC controllers
- Alarms, trends, and reporting systems

3. Preventive Maintenance (PM)

- The contractor shall carry out minimum 12 preventive maintenance visits per year (monthly basis) including:
 - Cleaning/replacement of filters
 - Checking fan motor alignment and lubrication
 - Inspection of belts, pulleys, and bearings
 - Cleaning of coils (chemical cleaning if required)
 - Checking electrical connections and panels
 - Calibration check of temperature & humidity sensors
 - Checking air flow, static pressure, and noise levels
 - Inspection of dampers and actuators
 - Drain tray cleaning and blockage removal
 - As per instrument manufacturers guidelines

4.Breakdown Maintenance

- Attending complaints within 24 hours
- Emergency breakdown within 6-8 hours

- Unlimited breakdown visits included in AMC
- Root cause analysis and corrective action

5. Operation Support

- Support during audits (NABL/GMP/ISO)
- Assistance in validation of HVAC system
- Spare Parts Policy Included in AMC
- Minor consumables: nuts, bolts, lubricants, cleaning materials

6. Compliance Requirements

- The AMC services must comply with:
- GMP (Good Manufacturing Practices)
- Cleanroom standards
- Proper documentation must be maintained for audit purposes.

7. Documentation & Reporting

- The contractor shall maintain:
- Preventive maintenance reports
- Breakdown maintenance logbook
- Filter replacement records
- Monthly report submission is mandatory.

8. Contract Duration

- The AMC shall be valid for 1 year (12 months)

9. Payment Terms

- Quarterly payment after satisfactory service
- Penalty may be imposed for non-performance.

10. Penalty Clause

- Delay in breakdown response → ₹2000 per day
- Non-compliance with PM schedule → 5000/ per missed visit
- System downtime beyond acceptable limit → additional penalty

11. Safety & Responsibility

- Contractor responsible for safety of manpower
- Any damage caused during maintenance shall be borne by contractor

12. Eligibility Criteria

- The bidder must:
- Have GST registration and PAN

13. Termination Clause

IVBP reserves the right to terminate the contract in case of:

- Poor performance
- Safety violations
- Non-compliance with contract terms