

भारत सरकार

नवीन और नवीकरणीय ऊर्जा मंत्रालय

Government of India

MINISTRY OF NEW AND RENEWABLE ENERGY

ब्लॉक नं. 14, केन्द्रीय कार्यालय परिसर, लोदी रोड, नई दिल्ली-110003

BLOCK NO. 14, C.G.O. COMPLEX, LODI ROAD, NEW DELHI - 110 003
196/2/2019-ADMIN-II

Fax : 011-24361298

Telegram : RENEWABLE

सं.

To,

28.02.2022

दिनांक

No.

As per list – I/Interested Bidder,

Dated

Subject: Invitation of Comprehensive Annual Maintenance Contract for Air Conditions installed in the Ministry.

Sir,

I am directed to invite the tender for Comprehensive Annual Maintenance Contract for following Air Conditioners installed in the Ministry:

S. No.	Type of ACs	Quantity
1.	Window AC	77
2.	Split AC	101
3.	Cassette AC	19
4.	Tower AC	02

2. All these ACs are installed in different blocks of CGO Complex, Lodhi Road, New Delhi of MNRE.

3. The bidder should submit a copy of this letter duly stamped and signed as acceptance of terms and conditions enumerated below along with duly filled financial bid (Annexure – A) to the undersigned by 07.03.2022.

4. The firm shall have to adhere to following terms and conditions:

i. The bidder should not have been blacklisted by any Ministry/Department/PSU of the Govt. of India. The tendering firm/bidder shall have to give a certificate on the letter head of the firm to the effect that they have not been blacklisted or their business dealings with the Government Ministries/Departments have not been banned.

ii. The period of contract shall be for a period of 3 Months and may be extended to additional period of 3 months upon satisfactory services.

iii. It shall be obligatory on the part of the contractor to carry out repair/ maintenance of air conditioners under his direct control and supervision and under no circumstances the work shall be assigned to sub- contractor.

iv. The term Comprehensive Maintenance shall include servicing, oiling, chemical washing, gas filling, replacement of compressor, filter, thermostat, all kind of motor, capacitors, wiring, all kinds of plug, pads and replacement/repair of all other parts which are required to make the machines in working condition during the currency of the contract at the exclusive risk, responsibility and cost of the contractor.

- v. The bidder shall submit completely filled up both Table – 1 and Table – 2 of Annexure – A. L-1 bidder shall be decided on the basis of the CAMC charges quoted for items mentioned in Table-1 of Annexure - A.
- vii. The contractor will deploy one technician and one helper in the office permanently during peak season (April to September) to attend frequent complaints and on-call basis later on. Biometric attendance of these staff shall be submitted along with the bills. Non-availability of technician for two days or more in a month shall invite penalty of up to 10% on the bill. The technician shall be available in the office from 9.00 AM. to 6 00 P.M. on all working days during the said period.
- viii. All complaints must be attended within three hours.
- ix. In case the AC unit is not repairable within the Office, the same shall be carried to agency/firm's workshop at its own expenses with written permission of competent authority.
- x. The units carried to the workshop shall be repaired/made functional and returned to the office within three days failing which MNRE shall be free to impose penalty @ Rs. 100 per day.
- xi. It shall be responsibility of the Firm to hand over the AC units (under contract) to this Office or the agency engaged by this office for the purpose in working condition at the expiry of the Contract.
- xii. During the validity of the contract, the company will render preventive maintenance services of the equipment at the frequency of at least once in every month. The ACs will be thoroughly cleaned, tested, repaired and kept in good working condition all the time. In case the machine is idle for replacement of the parts, the company will replace the parts in reasonable time which in any case will not be more than 24 hours from the time of registration of complaint.
- xiii. In case an AC is to be taken to Service Station/ Workshop for repairs etc. with the permission of the Section Officer(Admn. II), MNRE the contractor will provide standby AC. MNRE will not pay any charges for standby AC and will not be responsible for any damage occurred in the standby AC.
- xiv. The contractor will attend to all the calls from MNRE on all working days. The urgent and unavoidable calls are also to be attended before and after the usual office time and also on holidays. However, reasonable time would be allowed for the specific jobs on merits. MNRE reserves the rights to decide any job as urgent or unavoidable depending upon the nature and venue of the job. The Service Provider Firm is liable to attend the maintenance job on holidays in case of urgency too.
- xv. All maintenance/repair work has to be attended within 24 hours of the complaint by the authorized person(s). After that period of time Rs. 200/- penalty per day will be charged. In case the service provider fails to attend the complaint due to urgency the services of an outside vendor will be availed by the MNRE on payment basis, and the service provider will be liable to reimburse the amount to MNRE or the amount shall be deducted from the payment due to the service provider.
- xvi. The Successful firm will be required to start working immediately after award of the contract.
- xvii. A schedule for the monthly monitoring visit as part of the preventive maintenance service should be developed at the beginning of the year duly approved by competent authority of MNRE and it has to be strictly followed.
- xviii. The service provider will ensure that there is no loose cable, hanging board, naked live cables etc. Proper earthing wherever required.
- xix. It shall be responsibility of the Firm to hand over the AC units to MNRE under contract in perfect working condition on the expiry of the Contract period.
- xx. Number of ACs may be increased or decreased during the service period as per the requirement of the Ministry. The actual payment shall be made based on total number of ACs serviced.
- xxi. The payment shall be made on Quarterly basis after the completion of the time period.



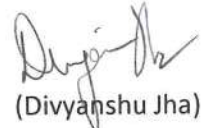
xxii. A performance bank guarantee for an amount equivalent to 5 % of the value of the contract will be submitted to this Ministry by the qualifying firm. This Performance security is liable to be forfeited, if the services of the company are found to be, unsatisfactory in any respect and / or if any of the conditions of the contract is contravened / breached and / or towards any damage is caused to Govt. property due to the negligence or otherwise of the firm/organisation or its employees. This Performance security is also liable to be forfeited, if the company backs out of the contract mid-term without any express consent of this Ministry.

xxiii. The Ministry reserves the right to terminate the contract at any time giving 15 days' notice. The decision of Head of Department of this Ministry shall be final and binding.

5. The bidder may visit different blocks to take the stock of the condition of the AC units installed in the Ministry before bidding by taking prior appointment by SO (Admn. II), MNRE (Ph: 24360707/0404 Extn – 2117)

Thanking you,

Yours faithfully,



(Divyanshu Jha)

Under Secretary to the Govt. of India

Copy to:

Director, NIC for publishing the tender document on Ministry's website

Table - 1: The rates may be given unit wise of the following items for Comprehensive Annual Maintenance Contract (Excluding taxes): -

S. No.	Name of items	Rate per Unit		Quantity	Rate x Quantity
		In Figures	In Words		TOTAL AMOUNT
1.	Comprehensive annual maintenance Charge of Window AC			77	
2.	Comprehensive annual maintenance Charge of Split AC			101	
3.	Comprehensive annual maintenance Charge of Cassette AC			19	
4.	Comprehensive annual maintenance Charge of Tower AC			02	
GRAND TOTAL					

Table - 2: Besides the above, rates of the following items should also be given (Excluding taxes): -

S. No.	Name of Items	Rate per Unit (Excluding taxes)	
		In figures	In Words
1.	Reinstallation charges of Window AC including gas charging/board etc., if so needed per AC		
2.	Reinstallation charges of Split AC including gas charging/board etc., if so needed per AC		
3.	Reinstallation charges of Cassette AC including gas charging/board etc., if so needed per AC		
4.	Dismantling charges of Window AC		
5.	Dismantling charges of Split AC		
6.	Dismantling charges of Cassette/Tower AC		

7.	Supply of Iron stand for outdoor unit of Split AC		
8.	Supply of Copper Pipe (in applicable sizes) with Insulation (per meter)		
9.	Supply of Drain Pipe (per meter)		
10.	2.5 MM Electrical Cable, 3 core PVC Insulated (per meter) ISI marked		
11.	Supply of Steel Plug		

List – I

1. Meena & Sons Airconditioning Co
70 DSIDC Complex, Kotla Mubarak pur,
New Delhi-110003
2. Ambika Engineers
49,DSIDC Comlex,Kotla Mubarak pur,
New Delhi-110003
3. Beauty Enterprises
42 Ajit Arcade, Kailash Colony,
New Delhi-110048
4. Air Conditioning & Refrigeration Cororation
2582,Shadi pur,
New Delhi-110048
5. Relax Refrigeration & Electricals
70/1,Taimoor Nagar Opp. Barat Ghar
Vikas Marg, New Delhi-110065
6. Tanyashi Airconditioners Pvt. Ltd.
E-42/B,Jawahar Park, Laxmi Nagar,
Near OBC Bank, Vikas Marg,New Delhi-110092
7. Vishal Enterprises
26,DSIDC Complex, Bapu Park,
Kotla Mubarakpur,
New Delhi-110003
8. G.K. Refrigeration
60H, Arjun Nagar,
Safdarjung Enclave,
New Delhi-110029