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U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI AND DAMAN & DIU
DIRECTORATE OF MEDICAL & PUBLIC HEALTH SERVICES

OOFICE OF THE CHIEF MEDICAL OFFICER, DAMAN
COMMUNITY HEALTH CENTRE CAMPUS, FORT AREA, MOTI DAMAN – 396 220
EMAIL ID:cmodaman1@gmail.com

No. P&T/DMHS/PHC-KCH/LIFT AMC/2026-27/4348 **Dated: 27 /11/2026**

QUOTATION NOTICE

A sealed quotations hereby invited for the **Non-Comprehensive Annual Maintenance Contract (AMC) of Lift installed at PHC, Kachigam, Daman**. The sealed quotation superscribed as **"QUOTATION FOR NON-COMPREHENSIVE AMC OF LIFT AT PHC, KACHIGAM, DAMAN"** must reach the Office of the Undersigned on or before **04/12/2026 up to 15:00 hrs.** by Registered Post / Speed Post / Courier or may be dropped directly in the Quotation Box kept in the Office of the Undersigned.

A. LIFT DETAILS:

Installation	Public Works Department (PWD), Work Division No. 1, Daman
Location & Floors	PHC Kachigam (G+1)
Lift Capacity	408 Kg (06 Passenger)
No. of Lift & Doors	No. of Lift: 01 | No. of Doors: 01

B. SCHEDULE OF REQUIREMENT & PRICE BID FORMAT:

Sr. No.	Particulars / Description of Work	Period / Qty	Basic Rate per Year (in Rs.)	GST (% & Amt) (in Rs.)	Total Amount (incl. GST) (in Rs.)
1.	**Non-Comprehensive Annual Maintenance Contract (AMC) for -01 Hospital Lift at PHC, Kachigam.** (One-Year Lift Service Contract without spare parts/material, covering 10 scheduled preventive maintenance services in a year and unlimited breakdown calls, as per the Scope of Work below).	01 No. (01 Year)			
Grand Total Amount for 01 Year AMC (Inclusive of all Taxes) (in Rs.):					

C. SCOPE OF WORK:

1. **Preventive Maintenance Schedule:** The contractor shall carry out 10 scheduled preventive maintenance services during the one-year contract period to keep the lift in proper, safe, and smooth operating condition.
2. **Mechanical, Electrical & Guide System Servicing:** Systematic examination, cleaning, adjustment, oiling, and greasing of all moving parts, traction machine, motor, gearbox, brake assembly, main/governor wire ropes, guide shoe gibs, guide rails, rollers, car/landing doors, interlocks, limit switches, and control panel components.
3. **Safety Devices & Governor Testing:** Periodic examination and testing of all safety devices, overspeed governors, door sensors/light curtains, overload indicators, emergency alarm/intercom, and Automatic Rescue Device (ARD), along with conducting customary annual safety checks.
4. **Breakdown Attendance & Response Time:** Unlimited breakdown/call-back attendance during the contract period. All breakdown complaints must be attended to within 24 hours of logging the complaint.
5. **Defective Spare Parts & Repair Estimate Protocol:** This is a Non-Comprehensive (without material) maintenance contract. Routine servicing, cleaning, adjustments, and lubrication consumables are included. If any major part/component is found defective during periodic checks or operation, the contractor shall submit a separate written repair/replacement estimate for prior administrative approval and sanction by the competent authority before executing the repair.
6. **Service Log & Reporting:** The technician must maintain a maintenance logbook at PHC, Kachigam and submit a duly signed Service Report countersigned by the Medical Officer / In-Charge, PHC Kachigam after each preventive service and breakdown visit.

D. ELIGIBILITY CRITERIA, TERMS AND CONDITIONS:

1. **Eligibility & Multi-Brand Maintenance Capability:** Quotation is open to OEMs, Authorized Dealers, or reputed Registered Lift Maintenance Agencies having proven experience in maintaining passenger/hospital elevators, including third-party / multi-brand ('Other Make') installations. Bidders must submit self-attested copies of PAN Card, GST Registration Certificate, and prior Lift AMC Work Orders / Experience Proof.
2. **All-Inclusive AMC Rate & Tax Structure:** The bidder must quote the Basic Annual AMC Rate and applicable GST separately as well as the Grand Total Amount (inclusive of GST, transport, and routine lubrication consumables). No extra conveyance or visit charges shall be paid for the 10 scheduled services or normal breakdown visits.
3. **Emergency / Holiday Call-Out Charges:** Standard breakdown calls within 24 hours on working days are covered under the AMC without extra visit charges. In case an urgent/emergency call-out is specifically requisitioned by the hospital authority on a Sunday or Public Holiday, extra visit charges will not applicable.
4. **Evaluation Criteria (L1 Basis):** The Lowest Bidder (L1) will be determined on the basis of the Grand Total AMC Amount (inclusive of GST) for the entire 01-year contract period.

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5. **Contract Period & Termination:** The contract shall be valid for a period of one (01) year from the date of issue of Work Order / commencement of service and can be extendable up to period of two years, subject to satisfactory performance of the service provider. The department reserves the right to terminate the contract by giving 30 days' written notice in case of unsatisfactory service.

6. **Payment Terms:** No advance payment shall be made. Payment shall be released only after satisfactory completion of scheduled services and submission of duly countersigned Service Reports and tax invoice.

7. **Safety, Indemnity & Statutory Compliance:** The agency shall depute only qualified and trained lift technicians and follow all safety standards. While the department retains ownership of the lift, the contractor shall be liable for any damage or accident caused due to negligence, improper maintenance, or use of substandard materials by its personnel.

8. **Quotation Validity & Rights Reserved:** Quoted rates shall remain valid for 90 days from the date of opening. Quotations received after the stipulated due date and time shall not be considered. The Undersigned reserves the right to accept or reject any or all quotations without assigning any reason thereof.

9. **Self-Declaration of Non-Blacklisting:** The bidder must submit a duly signed and stamped Self-Declaration on its official letterhead certifying that the firm/agency has not been blacklisted, debarred, or banned by any Central/State Government Department, Union Territory Administration, PSU, or Autonomous Body as on the date of submission of the quotation (format enclosed at Annexure-I).

27/11/26.

Chief Medical Officer, Daman

Copy to: -.

1) The NIC, Daman with a request to upload the Quotation Notice on the official website (ddd.gov.in) for wide publicity.
2) Notice Board, PHC Kachigam / CHC Moti Daman.
3) All Authorized Distributors / Dealers / Lift Maintenance Agencies for information and necessary action.

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ANNEXURE – I

SELF-DECLARATION OF NON-BLACKLISTING

(To be submitted on the Official Letterhead of the Bidder)

Ref: Quotation Notice No. P&T/DMHSPHC-KCH/LIFT AMC/2026-27/____ dated /11/2026

To,
The Chief Medical Officer, Daman
Community Health Centre Campus, Fort Area,
Moti Daman – 396220.

Subject: Self-Declaration regarding Non-Blacklisting / Non-Debarment for Non-Comprehensive AMC of Lift at PHC, Kachigam.

I / We, _____ (Name of Authorized Signatory), Proprietor / Partner / Director of M/s _____ (Name & Address of the Firm/Agency), having GSTIN _____ and PAN _____, do hereby solemnly affirm and declare as under:

1. That our firm / agency / company has NOT been blacklisted, debarred, banned, or suspended by any Central Government Ministry/Department, State Government, Union Territory Administration (including U.T. Administration of Dadra & Nagar Haveli and Daman & Diu), Public Sector Undertaking (PSU), or Autonomous Body on account of corrupt, fraudulent, or unethical practices, non-performance, or breach of contract as on the date of submission of this quotation.

2. That no criminal case, vigilance inquiry, or legal proceeding relating to fraud, misrepresentation, or default in government contracts is pending against our firm / agency or its proprietor / partners / directors.

3. That all documents, certificates, and information submitted by us along with this quotation are true, genuine, and correct to the best of my/our knowledge and belief.

4. I / We understand that if this declaration is found to be false, incorrect, or misleading at any stage during the quotation evaluation or contract period, our quotation / contract shall be liable to be rejected / terminated forthwith without any notice, in addition to forfeiture of dues and any other administrative/legal action deemed fit by the Department.

Place: _____

Date: _____

Signature of Authorized Signatory

Name: _____

Designation: _____

Name of Firm & Official Seal