

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, CACHAR, SILCHAR
No. JCD/CM/24 4592 Dated, Silchar, the 16/08/2024

NOTICE INVITING TENDER
**(FOR ANNUAL MAINTENANCE CONTRACT (AMC) FOR
MAINTENANCE, SERVICING AND REPAIRING OF AIR CONDITIONERS)**

Sealed quotations are invited affixing Court Fee stamp of Rs. 8.25 (Non-refundable) from the intending firms for the establishment of the District and Sessions Judge, Cachar, Silchar, for the year 2024 - 2025 as per specification given with the Notice.

GENERAL TERMS & CONDITIONS

1. The sealed envelope containing quotation shall be marked as "**Tender for Annual Maintenance Contract (AMC) for maintenance, servicing and repairing of Air Conditioners**" and the following documents must be annexed with the quotation.
 - a) Copy of PAN Card.
 - b) Up to date copy of G.S.T Registration certificate.

The sealed quotation should be submitted to the office of **the District and Sessions Judge, Cachar, Silchar**, during office hours on working days.

2. The quoted rates submitted by bidder/firm, once approved and selected by the District Committee for Building and Infrastructure under Cachar District Judiciary, shall be valid for the period of 1 (one) year from the date of approval order of this establishment. Increase and decrease of Prices, Taxes and other statutory duties will not affect the price during this period. The firm will be responsible for any increase in Prices, Taxes and Duties. Any increase in taxes and other statutory duties/levies after the approval of Rates shall be to the supplier's account.
3. Maintenance, servicing and repairing of ACs shall include:
 - a. Checking and rectification, if required for abnormal noise, vibration, leakage of oil, refrigerant etc.
 - b. Topping up system with refrigerant.
 - c. Checking of operation of total system.
 - d. Checking of control panel.
 - e. Spare parts replace Like, PCB, Compressor ,Capacitor , Refrigerant Charge
 - f. Miscellaneous repairing

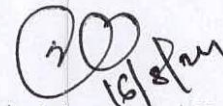
Make of Air Conditioners (Including court buildings and official residences):

- a. Carrier make – 53 nos.
- b. Mitsubishi make – 37 nos.
- c. Voltas make – 26 nos.
- d. LG make – 1 no.
- e. Bluestar make – 1 no.
- f. Haier make – 1 no.

Total no. of Air Conditioners (ACs) – 119 nos.

3. Payments shall be made after satisfactory execution of the order and providing of service, on bill basis. The decision of the District and Sessions Judge, Cachar, Silchar, towards satisfaction of quality of service and material supplied shall be final. Payment of the service provided and material supplied under AMC will be paid on receipt of complete consignment and checking of the material and on production of following:
 - Invoice in triplicate,
 - Delivery Challan duly signed by the consignee.
4. The District and Sessions Judge, Cachar, Silchar, reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.
5. The District and Sessions Judge, Cachar, Silchar, is not bound to accept the lowest tender.
6. The District and Sessions Judge, Cachar, Silchar, reserves the right to terminate the AMC order at any time by giving intimation in writing without assigning any reason.
7. In case of violation of terms and conditions of the tender document or unsatisfactory supply of material or of poor quality of service and below standard, the District and Sessions Judge, Cachar, Silchar, reserves the right to terminate the supply order by giving intimation to the supplier/contractor.
8. The sealed quotations should reach the undersigned on or before **22nd of August, 2024** & no quotation/tender will be received thereafter. The tenders shall be opened in the office of the District and Sessions Judge, Cachar, Silchar, on **28th August, 2024** at 04.30 Pm
9. The decision of the District and Sessions Judge, Cachar, Silchar, in all respect shall be final and binding on all.

By Order



Chief Administrative Officer
O/o the District & Sessions Judge,
Cachar, Silchar