



**Commissioner, Health Services and
Mission Director, National Health Mission
Public Health Department, Govt. of Maharashtra**



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'Arogya Bhavan', 3rd floor,
St. George Hospital Compound,
P D'mello Road, Fort, Mumbai 1

NHM/Proc./112290/2026/129339

Date: 03/01/2026.

To,

**Sub: Invitation of quotations for "Appointment of Agency for
Comprehensive Annual Maintenance Contract of water purifier &
water cooler at Arogya Bhavan, Mumbai.**

Dear Sir / Madam,

We are inviting to submit your most competitive rates for "Appointment of Agency for Comprehensive Annual Maintenance Contract of water purifier & water cooler at Arogya Bhavan - Mumbai.

| Sr. No. | Description | Qty. | Rate per pcs. In Rs. | GST | Amount | Destination |
|------------------------------|--|-----------|----------------------|-----|--------|--------------------------------------|
| 1 | Water cooler – Specification (Make- Blue Star) Full steel Boady Capacity – 60/80 Ltr. Dimension – 812 x 612 x 1210 mm, Phase – 1No. of Faucet - 2 | 9 Nos. | | | | Arogya Bhavan, Mumbai |
| 2 | Water Purifier – Specification Water Purifier 450 LPH | 9 Nos. | | | | |
| Total Amount with GST | | | | | | |

Responsibilities of service provider:-

- Preventive maintenance for water purifier & water cooler machine is required as follows.
- Number of visits - service provider has visit for each machine once in a month for maintenance purpose.
- Service provider should do total maintenance work of water purifier & water cooler machines and keep in working condition.
- The quotation called for the comprehensive annual maintenance contract to provide maintenance service for water purifier & water cooler machines in the o'fice of State Health Society, Mumbai. Location details of water purifier & water coc er machines are mentioned in enquiry letter.

- Service provider has to submit the visit report/Service report in detail.
- The monthly visit report should be certified by concern officer for water purifier & water cooler.
- If water purifier & water cooler machine is not in a working condition due to damage of any spare part, the charges will not be paid separately, for spare parts replaced by the service provider. No additional service charges will be paid for maintenance.
- In case of discrepancy between unit price and total price, the unit price shall prevail.
- Quantity may be increase or decrease; hence price should be quoted for one unit only of each item.
- The agency shall be solely responsible for any act of commission and/ or commission on the part of staff deployed.
- The agency shall be responsible for complying with statutory requirements and obligation at their own costs.
- Rates quoted by the agency shall be fixed for the duration of the contract period.
- Service provider shall cover its personnel for personal accident and death while performing the duty and the purchaser shall own no liability and obligation in this regard.

Terms and condition :

1) Bid Price:

- a) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- b) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to the adjustment on any account.

Each bidder shall submit only one quotation. Bidder has to write following matter on sealed envelope. **“Quotation for Comprehensive Annual Maintenance Contract of water purifier & water cooler at Arogya Bhavan, Mumbai”**.

2) Validity of Quotation:

Quotation shall remain valid for a period of not less than 30 days after the deadline date specified for submission.

3) Evaluation of Quotations

The State Health Society shall evaluate and compare the quotations determined to be substantially responsive i.e.

- a) Are properly signed.
- b) Confirm to the terms and conditions and specifications.

4) Award of Contract:-

The State Health Society will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- a) Notwithstanding the above, the State Health Society reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at anytime prior to the award of contract.

- b) The bidder whose quotation is accepted will be notified about the award of Contract by the State Health Society prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 5) Period of Contract:**
The period of contract shall be one year for the date of signing of the contract agreement.
- 6) Contract Period & Place for Services:**
The service provider has to render the services during contract period as per requirements placed by this office.
- 7) Subletting of Work:**
The firm shall not assign or sublet the work or any part of it to any other person or agency.
- 8) Payment**
Payment will be made on quarterly basis after completion of satisfactory work submission of invoice along with the service report certified by authorized officer.
The State Health Society shall have every right to deduct the pending dues on account of loss, compensation, or any remedial action in monetary terms from the said payment. The supplier shall not agitate the said issue in future.
- 9) Liquidity Damages:**
Liquidity damages at the rate of 0.5% per week for the delay in work subject to maximum of 10% computed on the value of delayed.
- 10) Copy of PAN Card Registration.**
- 11) GST Registration certificate whichever applicable.**
- 12) Copy of Registration of the firm/agency (Shop Act License).**
- 13) You are requested to provide your offer latest by 2.00 pm hours on dt. 11/21/26**
- 14) Quotations will be open in the presence of the committee at 3.30 PM on 11/21/26
In the office of the Arogya Bhavan 1st floor, St. George Hospital Compound,
P.D'mello Road, NHM, Mumbai-400 001.**
- 15) We look forward to receiving your quotations for your interest in this project.**


Joint Director
National Health Mission, Mumbai.