

F.No. 21014(3)/2011-Admen.(Gen.)
Government of India
Ministry of Steel
Admn.(Genl) Section

Udyog Bhavan, New Delhi
Dated 10th March, 2011

To

As per list enclosed

Sub:- Contract for comprehensive maintenance of Air-Conditioners in Ministry of Steel.

Sir,

I am directed to invite sealed quotations for the maintenance of about 40 split air conditioners and 66 window type air-conditioners. The tender offers in sealed covers should be submitted to the undersigned as per sheet enclosed at annexure upto 11.30 AM on 25th March, 2011 alongwith earnest money deposit of Rs.10,000/- (Rupees Ten thousand only) in the form of a Demand Draft /FDR in favour of DDO, M/o Steel. The firm, if so desire, may inspect the machines before quoting the rates. The inspection may be done with the prior permission of the officers where the machines are installed. A list of the machines may be obtained from the General Section of this Department. The inspection may be completed before 24th March, 2011. The total expenditure on repairs on all the machines, if any, may be quoted separately. The tenders would be opened on the same day i.e. 25.03.2011 at 11.30 AM in Room No.74, Udyog Bhavan. The representative of the firm may be present at the time of opening of the tenders, if so interested. The terms and conditions of the contract will be as under:-

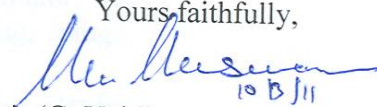
1. The contract will be initially for one year but can be extended upto a period of three years if the service provided is found satisfactory. The contract may, however, be terminated at any time without assigning any reason. The contract will be Full Comprehensive annual maintenance service contract including replacement of compressors and replacement of all parts as and when required viz. relay circuit, running capacitor, starting capacitor, all kind of motors, fans, wiring, gas filling, thermostat, Nob set, conciliator, fan motor/fan blade/blower, all switches, wiring, plugs, welding, remote, if any etc. No payment towards replacement of parts, if required. The parts to be replaced in the air-conditioners/stabilizers should be genuine and of original make failing which the contract will be cancelled, security deposit forfeited and legal action will be taken against the firm.

2. On the expiry of the contract, the firm should ensure that all the Air-conditioners are in good working condition failing which the security deposit will not be released.

3. Taxes, if any may be quoted separately, failing which no amount towards any tax will be paid.
4. The firm should submit experience and references of satisfactory work performance from the past as well as current customers including at least two Government Department.
5. The firm would be registered with Income Tax Department, Department of Value Added Tax of NCT Delhi and Central Excise Department for Service Tax and a certificate to this effect should be enclosed.
6. Two qualified engineers of the firm will required to be present in this Department on all working days and if need be on holidays also. These engineers will report to General Admn. Section daily for obtaining complaints.
7. All the complaints should be attended to within one hour from the time of the complaint. In case the air-conditioner is required to be taken to the workshop for any major repair, the same would be taken with the permission, and after getting repaired the same should be returned to Department within 24 hours. If there is any failure on the first day and Rs. 200/-per hour on the subsequent days(s). This amount would be deducted from the monthly bill of the firm.
8. The awardees of the contract will have to deposit Rs20,000/- in advance for due and satisfactory execution of the contract as security deposit in the name of DDO, M/o Steel by way of FD/DDR.
9. All the air-conditioners should be regularly serviced and cleaned on monthly basis and a certificate to this effect may be obtained from the user and enclosed with the bills.
10. In case of violation of the above terms of the contract, the security deposit would be forfeited.
11. The Department is not bound to accept the lowest rate and reserves the right to reject/any/all offers without assigning any reasons.
12. The earnest money deposit will be returned after the contract has been finalized and contractor selected.

Accordingly, you may, if interested, send your quotations in sealed covers to the undersigned before 11.30 AM on 25.03.2011 alongwith earnest money deposit of Rs.10,000/-(Rupees Ten thousand only) in the form of DD/FDR in favour of DDO, M/o steel.

Yours faithfully,



(G. Vaidheesewaran)

Under Secretary to the Govt. of India

Copy to:- NIC for pasting the tender on the Government tender portal and official website of M/o Steel.

LIST OF ITEMS FOR AWARD OF CONTRACT FOR THE
REPAIR/MAINTENANCE OF THE AIRCONDITIONERS

Sl.No.	Name of item	Rate quoted (in Rupees)
(A)	WINDOW TYPE AIR CONDITIONERS	
1.	Full Comprehensive annual maintenance service contract including replacement of compressor and replacement of all parts as and when required relay circuit, running capacitor, starting capacitor, all kind of motors, fans, wiring, gas filling, thermostat, Nob set, conciliator, fan motor/fan blade/blower, all switches, wiring, plugs, welding, remote, if any etc. The contract will also include comprehensive service and maintenance of the stabilizers attached with the air-conditioners including replacement of parts, if required.	
2.	Installation charges This will include labour and cost of materials	
3.	Shifting charges This will include labour and cost of all materials	
4.	Kit Change This will include labour and cost of all materials	
B.	SPLIT AIR-CONDITIONERS	
1.	Full Comprehensive annual maintenance service contract including replacement of compressor and replacement of all parts as and when required relay circuit, running capacitor, starting capacitor, all kind of motors, fans, wiring, gas filling, thermostat, Nob set, conciliator, fan motor/fan blade/blower, all switches, wiring, plugs, welding, remote, if any etc. The contract will also include comprehensive service and maintenance of the stabilizers attached with the air-conditioners including replacement of parts, if required	
2.	Installation charges This will include labour gas refilling and cost of all materials including copper pipe upto 5 meter	
3.	Shifting charges This will include labour gas refilling and cost of all materials including copper pipe upto 5 meter	
4.	Kit Change This will include labour and cost of all materials	