

F.No. 33011/04/2017-Admn.
Government of India
Ministry of Chemical & Fertilizers
Department of Pharmaceuticals
(Admn. Section)

Shastri Bhawan, New Delhi
Dated the 26 March, 2019

To

1. NiC/Department of Pharmaceuticals
2. E- Procurement / Ministry of Finance.

Subject:- Comprehensive Annual Maintenance Contract of Air-Conditioners (Split and Windows), Water dispenser etc. for the period of one year w.e.f. 15/4/2019.

Sir,

I am directed to say that the Department of Pharmaceuticals invites sealed tenders for award of Annual Maintenance Contract for comprehensive maintenance of Window air conditioner and Split Air conditioners installed in this Department.at Shastri Bhawan, Udyog Bhawan and Janpath Bhawan, New Delhi.

2. The contract would be governed by the following terms and conditions:-
 - a) The rates of comprehensive maintenance of Air- conditions shall include the gas charging, repair of compressors, and repair/replacement of motor, repair/replacement all minor and major parts excepts replacement of compressor. No cartage charges for removal/return of machine from office to work and vice versa shall be paid by the Department. The quotation must be submitted in the proforma given at **Annexure-1.**
 - b) The department reserves the right summarily to terminate the contract at any time without assigning any reason. In this connection, the decision of the Department shall be final and binding on the contractor. c) During the Bering of contract.
 - C) During the period of contract the firm will have to depute a qualified engineer to visit Admn. Section of the Department every day during office hours to rectify the defects of Air -Conditioners, if any, on priority basis.
 - d) No Air-conditioner will be taken out by the Engineer to the work shop without prior approval of the Competent Authority. In that case, the firm will provide stand-by arrangement without any extra cost.
 - e) It shall be responsibility of the contractor to hand over all the Air-conditioners to the Department in working condition at the completion of the contract.
 - f) Failure to repair/service the equipment in question within 24 hours without justifiable reasons or to return the repaired machine within two days at the maximum may entitle deduction in the bill in respect of the total period of Rs. 100/- per day)

- g) If the work is found unsatisfactory or: firm < entrusted to any other firm/party at the 1
- h) The amount of the AMC would be paid on quarterly basis after successful completion of the satisfactory service during the quarter of service.
- i) The successful bidder would have to deposit an amount of Rs. 30,000/- (Thirty thousand only) as security deposit in the form of Bank Guarantee drawn in favour of Department of Pharmaceuticals, New Delhi.

The prospective bidders may furnish their rates on the basis of per unit along with bid security amounting to Rs. 30,000/- (Thirty thousand only) by way of accounts payee Demand Draft/Cheque in favor of DDO, **Department of Pharmaceuticals, New Delhi.**

- K) The firm must possess the requisite registration with the EPF/ESI/work Contract/Labor Contract/Income Tax and Allied Statutory Authorities.
- L) The contract shall remain in force for two years unless terminated earlier by this Department on the basis of poor performance or violation of terms of the contract.
- m) All disputes will be subject to the jurisdiction of the New Delhi/Delhi courts.
- n) The firm should have a continuous experience of 3 years in maintains of various types of ACs/Spilt Ac/Water dispenser and related works in at least 3 Government Department with yearly turnover of Rs. 10 Lakh or above. A list of clients should be enclosed along with the proper documentary proof. The bidder must submit certificates form Government Department or Public sector undertaking to the effect that the firm has given satisfactory service/performance along with the bids without which bid is liable to be rejected.
- o) The Contractor must submit the following documents along with the questions:-

1. Registration with GST, if applicable.
2. Proof of Income Tax Assessment.
3. Documentary proof of 3 years experiences and financial turnover of Rs. 10 Lakh per annum.
4. Numbers of service Engineers and other staff employed and Govt. officer where the firm is working under AMC presently.
5. Documentary proof of allotment of Service Tax no. EPF, ESI ect. By the concerned Government officers.

P) The contract shall be awarded initially for two years and may be considered for extension by mutual agreement for such further period as may be agreed upon, not exceeding three years.

3. The sealed quotations completed in all respect in two bid system- ("echnical & Financials duly marked as **"QUOTATION FOR AIR CONDITIONERS"** must be submitted at Garage No 19, A- Wing Shastri Bhawan, New Delhi - 110001 by the tenderer or representative there of **3:00 P.M on 8/04/2019**. The quotations received will be opened on the same day i.e. **8/04/2019 at 3:30 PM** in Garage. 19 A- Wing Shastri Bhawan, New Delhi. The representative must bring the authorization letter fo

4. rm their employer to participate in the Opening of the quotations.

Your Faithfully



(Sandeep Kumar)

Under Secretary to the Government of India

Tele No. 23382096

Email Id:- usadmn-pharma@nic.in

Comprehensive Annual Maintenance Contract of Air-Conditioners (Split and Windows), Water dispenser etc. for the period of one year w.e.f. 15/4/2019.
Department of Pharmaceuticals

Shastri Bhawan

S.No	Section	Room No.	Company Spilt AC	Warranty year/Dated	Quantity	Water Dispenser		
1	(Admn)	218	Daikin AC	24/4/18	1		02	
2	Grage -19	19	Voltas/2		2	Alltantic		
3	Policy-II	218	Intec		1			
4	Policy-I	347	Voltas		1			
5	Pricing	348	Voltas		1	Voltas		
6	MoS(Ritu)	346	LG		1			
7	JS(NR) Room	340B	Carrier/LG		2		02	
8	JS(NR) PS	340	Daikin/Voltas	24/4/18	2			
9	JS(RT) Room	208	LG/Voltas		2	Voltas		
10	JS(RT) PS		LG		1			
11	Shri M.K Bharwaj	228	Voltas		1			
12	Secretary office	218A	Voltas/2	28/8/19	2	Voltas		
13	Secretary		Tower AC/ Split (LG)		2			
14	Parliament Coord	Grage-25	LG		1	Voltas	02	
15	Cash Section/Estt.	Grage-32	Voltas/Daikin	Daikin 24/4/18	2	Voltas		
16			Udyog Bhawan					
17	513B Section	513B	Daikin/UCO	24/4/18	2	Voltas and Alltantic	03	
18	US (PSU)	516	Voltas		1			
19	DS (PSU)	514	Voltas		1			
20			Janpath Bhawan					
21	IFD		Daikin/LG	Daikin 24/4/18	2			
22	Hindi Section		Daikin	24/4/18	1	Voltas		
23	MD Section		LG		1			
24	Director(NIPER)		LG/Window-Voltas		2			
25	NIPER Section		LG/Window-LG		2			
26	Director(NIPER)		Daikin	24/4/18	1			
27	Corridor		Voltas		2	Voltas	01	
28					35 Split and 2 Window			
	Total:-				37		10	