



F. No. 9-401/19-20/NIHSAD (P&S)

Dated: 10.08.2020

SCHEDULE OF TENDER/QUOTATION UNDER TWO BID SYSTEM

1.	Date of downloading of quotation	11/08/2020 to 07/09/2020
2.	Last Date & Time for Submission	<b>07/09/2020 upto 05:00 PM</b>
3.	Date of opening	08/09/2020 at 11:30 AM
4.	Bid System	Quotations should be submitted under two bid system in a separate envelope ( <b>Technical Bid + Financial Bid</b> ) clearly mentioning of the top of tender no F 9-401/19-20/NIHSAD (P&S)
<b>DETAILS OF TENDER FORMS</b>		
5.	<b>General Information &amp; Other Terms &amp; Conditions for Tenderers</b>	Enclosed
6.	EMD	Rs. <u>5000/-</u> in shape of DD/FDR in favour of <b>ICAR Unit, NIHSAD, Bhopal</b> issued on any commercial bank will be accepted.
7.	For updates	Refer Institute website <a href="http://www.nihsad.nic.in">www.nihsad.nic.in</a>

  
(Administrative Officer)



**Tender/Quotation No. F. 9-401/19-20/NIHSAD (P&S)**

**Dated 10/08/2020**

**TENDER/QUOTATION UNDER TWO BID SYSTEM FOR AMC OF SPLIT AC & WINDOW AC ALONG WITH ACCESSORIES AT ICAR-NIHSAD, ANAND NAGAR, BHOPAL ON COMPREHENSIVE BASIS**

Note: All the communication must be addressed to the Director, National Institute of High Security Animal Diseases, Anand Nagar, Bhopal – 462022 in a sealed cover.

From: The Director

**ICAR-National Institute of High Security Animal Diseases**  
Anand Nagar, Bhopal – 462022

Dear Sir,

The Director, National Institute of High Security Animal Diseases, Anand Nagar, Bhopal invites tenders for annual maintenance contract of following items at NIHSAD, Hathai Kheda Road Anand Nagar, Bhopal – 462021.

- (i) AMC of Split AC & Window AC with accessories at ICAR-NIHSAD, BHOPAL on comprehensive basis.
1. The conditions of the contract which will govern the contract made are those contained in the general conditions of contract applicable to the contractors placed by the ICAR-NIHSAD and the special terms and conditions detailed in the tender forms and its schedules. Please submit your tender/quotation if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedule.
  2. The bid security money worth Rs. 5,000/- (Rupees Five Thousand Only) for aforesaid items/works must be deposited in the form of Demand Draft FDR/Banker's cheque in favour of the **"ICAR UNIT NIHSAD, BHOPAL"**. The particulars of the earnest money deposit must also be superscribed on the top of the envelope failing which the tender may not be considered. The MSME/NSIC/Startup firms are exempted from EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.
  3. The tenderer is being permitted to tender in consideration of the stipulations on his part that after submitting his tender, he will not back out from his offer or modify the terms and conditions thereof. If the tenderer fails to observe and comply with the foregoing stipulation, tender will not be accepted. The amount of bid security of the tenderer will be refunded to him after he has applied for the same in the manner prescribed by the Institute.

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4. The Schedule of the tender form along with **Annexure-I & II** should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in tender form. If any modification of the schedule is considered necessary, it should be communicated by means of a separate letter alongwith full justification. This tender notice contains total of 11 pages.
5. The tender is liable to be ignored if complete information as required is not given or if the particulars asked for in the schedules to the tender are not fully filled in. Individual signing the tender or other documents connected with the contract may specify whether he signs it in the capacity of (i) sole proprietor of the agency or constituted attorney of such sole proprietor. Or (ii) as a partner of firm if it be a partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney, or (iii) constituted attorney of the firm if it is a company.
6. In case of partnership firms where no authority to refer disputes concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by every partner of the firm. A person signing on the tender form or other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind himself/ herself and if, on inquiry it appears the persons so signing had no authority to do so, the Institute shall without prejudice to other civil and criminal remedies cancel the contract and hold signatory liable for all costs and damages. Each page of the tender and the schedules to the tender and annexure, if any, should be signed by the tenderer (s) in ink/ball point pen.
7. The original copy of the tender is to be enclosed in double cover. The inner cover should be sealed. All tenders should either be sent by Registered Post or may be put in the tender box kept at this office in the purchase section, National Institute of High Security Animal Diseases, Anand Nagar, Bhopal – 462022 not later than 07/09/2020 on 05:00 PM.
8. You are at liberty to be present or authorize a representative to be present at the time of opening of tender on **08/09/2020 at 11:30 AM**. The name and address of the representative who would be attending the opening of the tender on your behalf should be indicated in your tender. Please also state the name and address of your permanent representative, if any.
9. The Institute does not pledge itself to accept the lowest tender and also reserves to itself the right of accepting the whole or any part of the tender or portion of the tender. You are however at liberty to tender for the whole or any portion to state in the tender that the rates quoted shall apply only if the tender is considered fully. However, lowest rates for complete work will be preferred.

10. In case of at par rates quoted by more than one firm, the firm having more experience in the Central Govt. State Govt./ Autonomous organizations Private etc. & having large infrastructure/facilities will be given preference.
11. On awarding the job on service contract basis and on observing all codal formalities, the agency should enter into an agreement with NIHSAD on non-Judicial stamped paper worth Rs. 500/- as prescribed by ICAR-NIHSAD.
12. (i) The successful bidder will be awarded the contract on deposition of performance security (in favour of ICAR Unit, NIHSAD, Bhopal) of 10% of the total value of the contract in the shape of account payee D.D./Fixed Deposit Receipt) from a Nationalized Bank & Agreement, safeguarding the interest of NIHSAD, BHOPAL in all respects.  
(ii) The performance security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier agency including warranty obligations.  
(iii) Bid Security (EMD Amount) will be refunded to the successful bidder on receipt of performance security.
13. The contractor or representative shall have to be in regular touch at least once in a week either with Adm. Officer or concerned Engineer/In-charge for any suggestion/requirements.
14. Director, NIHSAD reserves all rights for award/cancellation of the order etc without any reason
15. In case the contractor fails to provide services as per agreed terms & conditions specified in tender documents, the penalty will be as follows:-

#### **PENALTY CLAUSE/LIQUIDATED DAMAGES CLAUSE**

1. **In case of deficiency of services, Pro-rata deduction of amount on the services not provided will be made in addition to 10% penalty would be charged after giving due hearing to the contractors explanation by the Director of the Institute.**

#### **RISK CLAUSE:-**

The Agreement of contract can be terminated with two months notice from either side on the technical issues beyond logical solutions. However, in case of Service Provider/Contractor issuing notice, the expenses incurring due to such breach shall be recovered from the security deposit.

The decision of the Director, NIHSAD, Bhopal (competent authority in the Institute) shall be final and binding on the contractor/agency in respect of any clause covered under the contract and any matter incidental to the contract.

IN WITNESS whereof the parties have executed those present on the day month and year as mentioned above.

Signature \_\_\_\_\_  
Signature \_\_\_\_\_

(Name & Address of the firm)

**(For the Institute)**

Witness:-

1. \_\_\_\_\_

2. \_\_\_\_\_

  
(Administrative Officer)

**Address: - ICAR-NIHSAD, Bhopal**

**SPECIFICATIONS FOR COMPREHENSIVE AMC FOR SPLIT AIR CONDITIONER & WINDOW AIR CONDITIONER WITH ACCESSORIES.**

**1 ELIGIBILITY OF THE TECHNICAL BID: -**

- (i) Minimum One Year Experience of providing AMC services of minimum 50 units of Split/Window ACs on comprehensive basis or similar nature of work in Central Govt./State Govt./PSUs/Autonomous bodies of Govt./Reputed private organization during last 3 years. **(Proof of AMC order must be enclosed, failing which the technical bid shall not be considered for evaluation).**
- (ii) Earnest Money Deposit (EMD) Rs. 5,000/- in shape of DD/FDR in favour of **ICAR Unit, NIHSAD, Bhopal** may be submitted. The exemption of EMD in case of MSME/NSIC or else if any may be enclosed with the offer.

**2 SCOPE OF WORK: -**

Preventive maintenance, servicing and breakdown repairs/maintenance with all spares & consumables is in the scope of bidder/contractor. The scope also includes replacement of compressor, relays, capacitors, thermostat, PCB digital display unit repair, remote replacement & repair, swing motor, switches, fan motor replacement/rewinding, painting of the external units of Split AC and window AC. Repair of voltage stabilizers with all parts is also in scope of the contract.

**SERVICING: -**

Each Air conditioner is to be serviced twice in a year at an interval of 5 to 6 months. Servicing includes the following-

- A. Condenser coil cleaning.
- B. Cooling coil cleaning.
- C. Motor Oiling/Greasing and bushes replacement.
- D. Electrical connections checking / dressing.
- E. Front filter cleaning.
- F. Topping / charging up of the R22 gas or eco-friendly gas.
- G. All chemicals/thimbles/oil/grease/bushes/copper tubes, gas filters, capillary / valves, Capacitor & fittings etc and all the tools and tackles required are in scope of contractor.

**Attending of calls: -**

Break down calls to be attended on same day failing which 0.5% of the Contract value penalty may be imposed as per the decision of Director, NIHSAD. Further 10% penalty of total contract value may be imposed whenever negligence will be found. **Moreover, the Director reserves the right to cancel or terminate the contract at any time without assigning any reason apart from forfeiting the security amount.**

Only power will be made available by **ICAR-NIHSAD**. All other consumables/chemicals/part/ cables etc are in the scope of the contractor comprehensively. Where ever replacement of compressor or rewinding of motor is needed restoration time will be 48hrs. WAC/SAC which are less than 1 year old and are under warranty with supplier/manufacturer will be under AMC on completion of warranty period. Contractors will coordinate with the supplier during warranty period. Hence bidder may quote accordingly.

WAC/SAC which are under warranty (**mentioned in Annexure-II**) with supplier/manufacturer shall come under the scope of AMC on completion of warranty period.

For total nos. of Split/Window Air Conditioners along with accessories (Voltage stabilizers & remote) and location please refer **Annexure – II, which is enclosed herewith.**

**List of the Air- Conditioners for Comprehensive AMC at NIHSAD for year 2020-21**

S.NO.	MAKE	TYPE	TON	LOCATION	VOLTAGE STABLIZER	REMOTE
1	VOLTAS	FLOOR MOUNTED	2	DIRECTOR OFFICE	VOLTAS VEE LINE	REMOTE
2	LG	SAC	2	DIRECTOR OFFICE	NOT APPLICABLE	REMOTE
3	VOLTAS	SAC	2	LIBRARY	VOLTAS VEE LINE	REMOTE
4	BLUE STAR	SAC	2	LIBRARY	NOT APPLICABLE	REMOTE
5	LG	WAC	2	LIBRARY	VOLTAS VEE LINE	NOT APPLICABLE
6	LG	WAC	2	LIBRARY	VOLTAS VEE LINE	NOT APPLICABLE
7	VOLTAS	FLOOR MOUNTED	2	CONTROL ROOM	NOT APPLICABLE	NOT APPLICABLE
8	VOLTAS	SAC	2	CONTROL ROOM	VOLTAS crystal care	REMOTE
9	VOLTAS	SAC	2	SCIENTIST ROOM 1	NOT APPLICABLE	REMOTE
10	LG	SAC	2	SCIENTIST ROOM 1	NOT APPLICABLE	REMOTE
11	LG	SAC	0.75	SCIENTIST ROOM 2	NOT APPLICABLE	REMOTE
12	VOLTAS	SAC	0.75	SCIENTIST ROOM 3	NOT APPLICABLE	REMOTE
13	VOLTAS	SAC	1.5	VIP ROOM GUEST HOUSE	NUCLEUS	REMOTE
14	VOLTAS	SAC	2	VIP ROOM GUEST HOUSE	NUCLEUS	REMOTE
15	VOLTAS	FLOOR MOUNTED	2	LOBBY GUEST HOUSE	VOLTAS VEE LINE	NOT APPLICABLE
16	VOLTAS	FLOOR MOUNTED	2	LOBBY GUEST HOUSE	VOLTAS VEE LINE	NOT APPLICABLE

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17	VOLTAS	WAC	1.5	ROOM NO.2 GUEST HOUSE	WHIRLPOOL MAX	<b>NOT APPLICABLE</b>
18	VOLTAS	WAC	1.5	ROOM NO.3 GUEST HOUSE	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
19	VOLTAS	WAC	1.5	ROOM NO.4 GUEST HOUSE	WHIRLPOOL MAX	<b>NOT APPLICABLE</b>
20	VOLTAS	WAC	1.5	ROOM NO.5 GUEST HOUSE	WHIRLPOOL MAX	<b>NOT APPLICABLE</b>
21	VOLTAS	WAC	2	DINNING ROOM GUEST HOUSE	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
22	VOLTAS	WAC	1.5	DIRECTOR BUNGLOW	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
23	VOLTAS	WAC	1.5	AO ROOM	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
24	LG	SAC	0.75	SCIENTIST ROOM 4	VOLTAS crystal care	REMOTE
25	VOLTAS	SAC	2	SCIENTIST ROOM 5	<b>NOT APPLICABLE</b>	REMOTE
26	VOLTAS	WAC	1.5	SCIENTIST ROOM 6	<b>NOT APPLICABLE</b>	<b>NOT APPLICABLE</b>
27	BLUE STAR	SAC	2	COMMITTEE ROOM	<b>NOT APPLICABLE</b>	REMOTE
28	VOLTAS	WAC	1.5	COMMITTEE ROOM	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
29	VOLTAS	WAC	2	RECEIVING SHED	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
30	VOLTAS	WAC	2	HOLDING SHED	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
31	VOLTAS	WAC	2	HOLDING SHED	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
32	VOLTAS	WAC	2	HOLDING SHED	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>
33	LG	SAC	2	AUDIT SECTION	<b>NOT APPLICABLE</b>	REMOTE
34	LG	SAC	2	PURCHASE SECTION	<b>NOT APPLICABLE</b>	REMOTE
35	VOLTAS	WAC	1	EPBAX ROOM	VOLTAS VEE LINE	<b>NOT APPLICABLE</b>



36	VOLTAS	WAC	1.5	AC PLANT	VOLTAS VEE LINE	NOT APPLICABLE
37	VOLTAS	WAC	2	ENGG. SECTION	VOLTAS VEE LINE	NOT APPLICABLE
38	VOLTAS	WAC	2	ENGG. SECTION	VOLTAS VEE LINE	NOT APPLICABLE
39	BLUE STAR	SAC	2	PME CELL	NOT APPLICABLE	REMOTE
40	VOLTAS	WAC	1.5	PME CELL	VOLTAS VEE LINE	NOT APPLICABLE
41	VOLTAS	WAC	2	BSL2	NUCLEUS	NOT APPLICABLE
42	VOLTAS	WAC	2	SPF	NUCLEUS	NOT APPLICABLE
43	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
44	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
45	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
46	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
47	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
48	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
49	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
50	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
51	VOLTAS	WAC	1.5	SPF	NUCLEUS	NOT APPLICABLE
52	CARRIER	WAC	1.5	PHOTO COPY ROOM	NOT APPLICABLE	NOT APPLICABLE
53	VOLTAS	SAC	0.75	AAO ROOM	NOT APPLICABLE	REMOTE
54	VOLTAS	FLOOR MOUNTED	2	ESTT. SECTION	NOT APPLICABLE	NOT APPLICABLE
55	BLUESTAR	SAC	2	EM LAB	NUCLEUS	REMOTE

56	BLUESTAR	WAC	2	EM LAB	NUCLEUS	REMOTE
57	BLUESTAR	WAC	2	EM LAB	NUCLEUS	REMOTE
58	GENERAL	SAC	2	EM LAB	<b>NOT APPLICABLE</b>	REMOTE
59	BLUESTAR	WAC	2	EM LAB	NUCLEUS	REMOTE
60	LG	SAC	2	BSL -2 LAB	<b>NOT APPLICABLE</b>	REMOTE
61	LG	SAC	2	BSL -2 LAB	<b>NOT APPLICABLE</b>	REMOTE
62	LG	SAC	2	BSL -2 LAB	<b>NOT APPLICABLE</b>	REMOTE
63	BLUE STAR	WAC	2	SCIENTIST ROOM 7	<b>NOT APPLICABLE</b>	<b>NOT APPLICABLE</b>
64	CARRIER	WAC	1.5	PATHOGEN LAB	<b>NOT APPLICABLE</b>	<b>NOT APPLICABLE</b>
65	VOLTAS	SAC	2	PATHOGEN LAB	<b>NOT APPLICABLE</b>	REMOTE
66	VOLTAS	SAC	2	SUBSTATION	<b>NOT APPLICABLE</b>	REMOTE
67	VOLTAS	SAC	0.75	SERVER ROOM	<b>NOT APPLICABLE</b>	REMOTE
68	VOLTAS	SAC	0.75	SERVER ROOM	<b>NOT APPLICABLE</b>	REMOTE
69	VOLTAS	SAC	0.75	SCIENTIST ROOM 8	<b>NOT APPLICABLE</b>	REMOTE
70	VOLTAS	SAC	0.75	AF&AO ROOM	<b>NOT APPLICABLE</b>	REMOTE
71	TOSHIBA	SAC	2	ROOM NO.1 GUEST HOUSE ANNEXE	<b>NOT APPLICABLE</b>	REMOTE
72	TOSHIBA	SAC	2	ROOM NO.1 GUEST HOUSE ANNEXE	<b>NOT APPLICABLE</b>	REMOTE
73	TOSHIBA	SAC	2	ROOM NO.2 GUEST HOUSE ANNEXE	<b>NOT APPLICABLE</b>	REMOTE
74	TOSHIBA	SAC	2	ROOM NO.2 GUEST HOUSE ANNEXE	<b>NOT APPLICABLE</b>	REMOTE
75	TOSHIBA	SAC	2	ROOM NO.3 GUEST HOUSE ANNEXE	<b>NOT APPLICABLE</b>	REMOTE

76	TOSHIBA	SAC	2	ROOM NO.108 GUEST HOUSE ANNEXE	<b>NOT APPLICABLE</b>	REMOTE
77	LG	SAC	1.5	DIRECTOR'S PA ROOM	<b>NOT APPLICABLE</b>	REMOTE
				GUEST HOUSE HALL	<b>NOT APPLICABLE</b>	
78	DAIKIN	TOWER AC	2			REMOTE
				GUEST HOUSE HALL	<b>NOT APPLICABLE</b>	
79	DAIKIN	TOWER AC	2			REMOTE
				GUEST HOUSE HALL	<b>NOT APPLICABLE</b>	
80	DAIKIN	TOWER AC	2			REMOTE
				GUEST HOUSE HALL	<b>NOT APPLICABLE</b>	
81	DAIKIN	TOWER AC	2			REMOTE

**Signature of Authorized Firm's representative with date & seal**

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FINANCIAL BID: (NIHSAD, BHOPAL)

Last date for receipt of tender : 11/08/2020 to 07/09/2020 Date of opening of tender : 08/09/2020 at 11:30 AM

**TO**

**The Director, NIHSAD**  
Anand Nagar, Bhopal – 462022 (M.P.)

Sir,

I/We wish to submit our tender for providing \_\_\_\_\_ at  
NIHSAD, Bhopal

Sl No.	Particulars (For AMC work)	Quarterly
		..... .....(Rs. in figures) ..... ..... ..... .....(Rs. in words)
	Total yearly cost alongwith applicable GST, (if any)	

**\*(Financial bid must be submitted in separate envelope duly sealed)**

I/We agree to forfeiture of the earnest money I/We fail to comply with any of the terms and conditions in whole or in part laid down in the quotation form.

I/we have carefully read the terms and conditions of the quotation and I/we agree to abide by these in letter and spirit.

Signature .....

Name & Address of the Firm .....

.....

.....

Telephone No.....

Mobile No.....