

No.13018/1/2012/GA  
Government of India  
Ministry of Heavy Industries & Public Enterprises  
Department of Heavy Industry  
(GA Section)

Udyog Bhavan, New Delhi  
Dated 22<sup>nd</sup> February, 2012.  
29/2

To

Subject: Contract for comprehensive maintenance of Air-Conditioners in Department of Heavy Industry.

Sir,

I am directed to invite sealed quotations for the maintenance of about 42 split air conditioners and 55 window type air-conditioners. The tender offers, in sealed covers should be submitted to the undersigned as per sheet enclosed at annexure upto 3.00 p.m. on 22<sup>nd</sup> March, 2012 alongwith Earnest Money Deposit of Rs.20,000/- (Rupees Twenty thousand only) in the form of a Demand Draft/FDR in favour of DDO, Department of Heavy Industry. The tenders would be opened on the same day i.e. 22/03/2012 at 4.00 p.m. in Room No.15, 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 including replacement of compressors and replacement of all parts except kit as and when required. No payment towards replacement of any parts whatsoever will be made during the currency of the contract. The contract will also include comprehensive service and maintenance of the stabilizers attached with the air-conditioners including 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 Departments.

Contd..2/-

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 skilled qualified engineers of the firm will required to be present in this Department on all working days from 9.00 am to 6.30 p.m. and if need be on Saturday/Sunday/holidays also. These engineers will report to GA 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 part of the contractor, he would be liable to penalty charges @Rs.100/- per day on the first day and Rs.200/- per day on the subsequent day(s). This amount would be deducted from the monthly bill of the firm.
8. The awardee of the contract will have to deposit Rs.50,000/- (Rupees fifty thousand only) in advance for due and satisfactory execution of the contract as security deposit in the name of DDO, Department of Heavy Industry 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 3.00 p.m. 22/03/2012 alongwith earnest money deposit of Rs.20,000/- (Rupees twenty thousand only) in the form of DD/FDR in favour of DDO, Department of Heavy Industry.

Yours faithfully,

Encl: As Above .

(Ajay Kumar Gaur)

Under Secretary to the Government of India

**Copy to:** NIC for pasting the tender on the Government tender portal and official website of DHI.

अजय कुमार गौड़/AJAY KUMAR GAUR  
अवर सचिव/Under Secretary  
भारी उद्योग एवं लोक उद्योग विभाग  
Ministry of Heavy Industries & Public Enterprises  
भारी उद्योग विभाग/Department of Heavy Industry  
उद्योग भवन, नई दिल्ली  
UDYOG BHAVAN, NEW DELHI

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

S.No.	Name of item	Rate quoted (in Rupees)
A	<b>WINDOW TYPE AIR-CONDITIONERS</b>	
1.	Full Comprehensive annual maintenance service contract including all parts except kit e.g. compressor, relay circuit, running capacitor, starting capacitor, all kinds of motors, fans, wiring, gas filling, thermostat, knob set, canicitor, fan motor/fan blade/blower, remote, all switches, wiring, plugs, copper pipe, welding, if any, etc. <b>The contract will also include comprehensive service and maintenance of the stabilizers attached with the air-conditioners including replacement of parts, if required.</b>	
2.	Installation charges This will include labour and cost of material	
3.	Shifting charges This will include labour and cost of all material.	
B.	<b>SPLIT AIR-CONDITIONERS</b>	
1.	Full Comprehensive annual maintenance service contract including all parts except kit e.g. compressor, relay circuit, running capacitor, starting capacitor, all kinds of motors, fans, wiring, gas filling, thermostat, knob set, canicitor, fan motor/fan blade/blower, remote, all switches, wiring, plugs, copper pipe, welding, if any, etc . <b>The contract will also include comprehensive service and maintenance of the stabilizers attached with the air-conditioners including replacement of parts, if require.</b>	
2.	Installation charges This will include labour gas refilling and cost of all material including copper pipe upto 5 meter.	
3.	Shifting & Installation charges. This will include labour, Gas refilling and cost of all material including copper pipe upto 5 metre.	