

D-19016/6/2002- General I
Government of India
Planning Commission
(General I Section)

Yojana Bhavan, Sansad
Marg, New Delhi, March
3rd 2006

Subject: Quotation for Comprehensive Annual Maintenance Contract for air conditioners

Sir,

I am directed to request you to submit sealed quotations on company letter head, for Comprehensive Annual Maintenance Contract of different types of air conditioners installed in different office rooms at Yojana Bhavan and at the residence of VIPs/Sr. Officers of Planning Commission and Office of Economic Advisory Council to the Prime Minister at Vigyan Bhavan. Details of ACs are given below :

S.no.	Make	Capacity	Nos.
1.	Window type	1.5 ton	137
2.	Split type	1.5 ton	56
3.	Split type	2.0 ton	33
4.	Split type	3.0 ton	01
5.	Tower type	2.0 ton	3
	Total		230

The terms & conditions will be as under:

1. The tenderer should be an authorized service provider for similar works. Copies of certificates providing company's registration, tax registration, previous experience, authorized services provider ship, etc. should be enclosed with the quotation.
2. The contract should be comprehensive in nature including servicing and gas filling and should clearly state such items that are not covered under the contract.
3. Rates chargeable for any component/item not covered under CMC should be specifically mentioned on the quotation

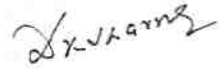
4. If the warranty of any AC expires during the period of contract, AMC for such machine will be payable on a pro-rata basis. In the event warranty of any AC expires during the contract period, it may be covered under the running AMC from the date that may be conveyed by this Office and payment in respect of such ACs will be made on monthly pro-rata basis. The period falling short of 15 days in a month, will be ignored and period of more than 15 days will be treated as a month for the purpose of payment. The same mode of payment will apply in case any AC is removed for short period or permanently.
5. In case any AC is required to be taken to workshop for repair, the transportation charges including loading/unloading and dismantling/reinstallation will be borne by the selected Firm.
6. The selected firm will be required to depute a full time Service Engineer on regular basis on all working days for preventive maintenance and to also to attend to complaints immediately.
7. The services of a Service Engineer will be required for full day during important meetings. Charges if any payable in this regard, should be mentioned in the quotation.
8. The Service Engineer would report for duty at Yojana Bhavan on working days and report to the Section Officer (General I), observe office timings applicable in Planning Commission and mark his attendance everyday.
9. In emergent cases he may be required to work beyond office hours and on holidays, for which, no additional payment will be made.
10. The Service Engineer should be able to take complaints on telephone and attend to all complaints, independently. He should also be well behaved and well mannered.
11. If the Service Engineer posted at Yojana Bhavan, has to proceed on leave, even for a day, a suitable substitute will have to be provided by the selected Firm, failing which, pro-rata rates per day will be deducted from the amount payable to the selected Firm.
12. The complaints lodged with the Service Engineer will be required to be attended by him on the same day. Any complaint that cannot be attended to by him will be required to be attended by the selected Firm on the same day or latest by the next day positively.
13. If at any point of time, the services of the Service Engineer, being provided by the firm are noticed to be unsatisfactory or not of the expected level in any manner, the firm will be responsible to change the Service Engineer immediately.
14. If the Firm fails to attend to a complaint within stipulated time, a penalty on a daily basis for any delay, equivalent to pro-rata contract charges payable per day or charges that may be required to be paid to an outside agency, to have the complaint attended to,

- whichever is higher, will be deducted from the Firm's quarterly bill towards contract charges. In case of delay, any item that is got repaired from outside agency will be at the risk and responsibility of the selected Firm.
15. Payments will be made on quarterly basis (at the end of every quarter_ after satisfying that the services provided have been of the desired level and that the preventive maintenance checks were fully performed.
 16. Government taxes as applicable from time to time shall be payable by this Office, in addition to charges for maintenance, payable as per terms of contract. The bill raised by the firm should have all tax registration numbers printed on the bill. Validity of the tax registration during the currency of contract shall be the sole responsibility of the firm.
 17. Terms and conditions that any tenderer wishes to specify should be clearly stated.
 18. The selected firm will have to deposit a maintenance contract surety equivalent to 10% of contact charges either in the form of Bank Guarantee or FDR hypothecated to Planning Commission
 19. Tenders on company letter head along with a Pay Order/Banker's Cheque of Rs. 5000/- drawn in favour of "Pay & accounts Officer, Planning Commission, New Delhi", towards Earnest Money Deposit should be submitted. The EMD will be returned after the contract is concluded. . If the Pay Order / Banker's Cheque is found to be drawn in favour of any other Officer, other than "Pay & Accounts Officer, Planning Commission, New Delhi", the tender will be liable to be outrightly rejected. The EMD will be returned after finalisation of the contract. Any tender that is received without the EMD money will outrightly be rejected.
 20. Tenders incomplete in any form are liable to be rejected outrightly.
 21. The sealed envelope should be captioned with the words "Tender for Comprehensive Maintenance Contract of ACs '
 22. Tenders can either be sent by post to the address mentioned below, or dropped in the tender box kept at the Reception Area of Planning Commission. The closing time and date for acceptance of tenders will be 1400 hours of Wednesday, 12.th April, 2006.

Under Secretary (GA),
Room no. 443,
Yojana Bhavan, Sansad Marg,
New Delhi - 110 001.

23. The tenders will be opened on the same day in Committee Room no. 344 at 1500 hrs. in the presence of such tenderers who may wish to be present at the time of tender opening.
24. This office will have full authority to reject any/all offers(s) without assigning any reason thereof. Any enquiry after submission of the quotation will not be entertained. The contract will be valid for a period of one year from the date of award of contract.

This Office will, however, reserve the right to conduct performance review at any time during the contract period and deficiencies, if any, noticed will be required to be rectified and compliance reported. This office further reserves the right to suo-moto terminate the contract by giving one month's notice at any point of time.



(D K Sharma)
Director (GA)

List of firms from whom quotations are being invited

1. M/s. Llyod Electric & Engineering Ltd., M -13, A - Punj House, Connaught Place, New Delhi-110 001
2. M/s. Hitachi Home & Life Solutions (India) Ltd., A-15, 1st floor, Mohan Cooperative Industrial Estate, Mathura Road, New Delhi - 110 044,
3. M/s. Carrier Aircon Ltd., 40A Shahpur Jat, New Delhi - 110 049.
4. M/s. Jainsons Aircon (I) Ltd., 10122-23, East Park Road, New Delhi
5. M/s. Blue Star Ltd.,Block A-2, Corporate Park, DLF, MG Road, Gurgaon, Haryana
6. M/s. Voltas Limited, ACnR Building, A-43, Mohan Co-operative Industrial Area, Mat'uiria Road, New Delhi.
7. M/s. Cool Point, 266 A, Hari Nagar Ashram (Near Mohini Bhawan), New Delhi - 14
8. M/s. Videocon Customer Care Centre, D-7/1, Okhla Industrial Area, Phase II, New Delhi.
9. M/s. B. D. Regrigerations, New T-50, Om Vihar, Uttam Nagar, New Delhi- 110 058.
10. M/s. Sonal Enterprises, 159 Savitri Nagar, P O Malviya Nagar, New Delhi - 110 017.
11. M/s. Negi Refrigerations, RZ, F-12, Gali No. 4, Palam Road, Mahavir Enclave. New Delhi.
12. M/s. Samsung India Electronic Ltd., 7 & 8th Floor, IFCI Tower, 61, Nehru Place, New Delhi-110 019.
13. M/s. Patliboi, Jeevan Vihar Building, Parliament Street, New Delhi - 110 001.
14. M/s Rama Enterprises, B-108, Vikas Tower, PVC Complex, Vikaspuri, New Delhi-110 018.
15. M/s. Garima Refrigeration & Electricals, H-30, BK Dutt Colony, New Delhi -110 003.
16. M/s. Bhadouriya Engineering Co., D-10, Vishwas Park, Raja puri (Main Road), Uttam Nagar, New Delhi - 59.