

Tender Documents

LIST OF AIRCONDITIONERS

The contract covers the following areas Equipment/Machine:

1. DIRECTOR BUNGLOW: 16 NOS
2. BVFCL HOSPITAL: 12 NOS
3. GUEST HOUSE: 24 NOS
4. BVFCL OFFICER'S CLUB: 2 NOS

Note: The quantities mentioned are indicative and subject to variation of $\pm 20\%$ depending upon actual requirement at the same rate, terms and conditions.

SCOPE OF WORK:

If specifically not mentioned herein after or not mentioned anywhere else, the scope of work for AMC of airconditioners shall include but not limited to the following:-

- 1) Complete Overhauling of the each unit as per standard practice
 - a. Dismantling, cleaning as required.
 - b. Inspection/checking of entire line for leakage and rectification, if any.
 - c. Inspection/checking of all minor/major component and rectification/replacement if required.
 - d. Gas Charging of the unit as required.
 - e. Lubrication of moving parts, painting etc
 - f. Attending complaints of ACs which include routine as well as breakdown maintenance.
 - g. Any other job required to be attended during course of Checking and to keep the unit in perfectly working conditions.
- 2) All the airconditioners shall always be kept in good and trouble free operating conditions after overhauling. All the required record for overhauling, break-downs, repairs and maintenance etc. shall be maintained in the form of history books and logbooks etc. as per direction of EIC.
- 3) All spares and consumables will be under Contractor's Scope

MAINTENANCE SCHEDULE:

- 1) Routine Checkup once per month including Filter cleaning, electric circuit checkup, lubrication of Blower /fan moving parts etc for all the Air conditioners outside factory premises, BVFCL.
- 2) Preventive maintenance would be carried out quarterly by the party so that equipment runs in a trouble free manner. A record of such preventive maintenance carried out should be submitted on each occasion to engineer in charge. Preventive maintenance includes dismantling & cleaning of condenser & evaporator, lubricating of all moving parts, fan/blower alignment checking, painting if necessary, checking up of electrical circuit ie start switch/MCB, starting capacitor, running capacitor, thermostat, selector switch etc

General Terms and Condition:

- 3) The Contractor shall ensure that the equipment/machines are transported/ handled carefully without any damage. In case any damage occurs due to poor handling the same has to be made rectify by the Contractor without any extra cost to BVFCL.
- 4) Any break down call reported should be attended within 6 hours. If any repairing of such break down cannot be completed within 24 hours in that case a stand by AC should be provided by the party.
- 5) The party shall provide call facility (mobile number) of their service/authorize personnel for emergency service.

Penalty Clause:

RESPONSE PERIOD	PENALTY
Above 24 Hours & below 48 hours	No penalty but to be avoided
Above 48 Hours & below 96 hours	A penalty of 2% of the contract amount per AC
Above 96 hours	A penalty of 3% of the contract amount per AC

2.00 Completion Period:

The Annual Maintenance cum rate Contract will be for a period of one year. BVFCL management at its discretion may extend the term further for a period of another one year.

3.00 Validity of Contract

The contract shall be valid for a period of one year from the date of award of work order.

4.00 Payment Terms:

- i) Bill shall be raised on monthly/ quarterly basis against actual work done duly certified by engineer in charge.
- ii) 100% of value of completed work shall be released, after successful completion of the job and after submitting of invoice by the party in triplicate subject to recovery if any. However, 100% payment is subject to fulfillment of Security Deposit-Cum-Workmanship Guarantee as given at sl no: 7.

In case of non-compliance of sl no. 7, 90% of value of completed work shall be released after successful completion of the job and 10% shall be kept against security deposit cum performance /workmanship guarantee for a period of liability.

- iii) Payment will be made through RTGS/NEFT. The party shall provide their bank account details.
- iv) All statutory payment/ deduction shall be made as per rule of BVFCL.

- 5.00 **EARNEST MONEY:** Tenderer shall deposit the Earnest money in favor of BVFCL, Namrup, for the work in accordance with the provisions of Clause 11 of the G.D.C.C. enclosed herewith. The tender (s) without earnest money shall be rejected.

NOTE: MICRO AND SMALL ENTERPRISES (MSE) SHALL BE ENTITLED FOR EMD EXEMPTION SUBJECT TO SUBMISSION OF VALID REGISTRATION CERTIFICATE FROM APPROPRIATE AUTHORITY

- 6.00 Party shall quote & submit their rates in the given Performa in Annexure-I by going thoroughly in the scope of work Annexure-I (scope of work).

7.00 Security Deposit-Cum-Workmanship Guarantee:

For due and faithful execution of the contract the contractor shall provide the Owner with financial guarantee in the form of a Bank Guarantee, issued by any Nationalized Bank, for a amount equivalent to 10% of the total contract value within a period of 21 days of placement of work order. The Bank Guarantee so executed shall be valid till the completion of defect liability period with provision of claim period of up to 6 months. No interest shall be paid on E.M.D. and S.D.

- 8.00 The contractor shall abide by the entire statutory obligation under various statutory Acts and rules made there under, and as amended from time to time in respect of their establishment and / or workmen engaged by them. Under any circumstances, BVFCL shall not be liable or held responsible in any manner whatsoever, for default or omission on the part of the contractor(s) for non-compliance of the aforesaid Acts and rules, and any other laws applicable to contractor and / or their establishment and the workmen engaged by them.

9.00 Jurisdiction:

The contract shall be deemed to have been entered into at Namrup and all courses of action in relation to the contract will, therefore, be deemed to have been within the jurisdiction of Dibrugarh Court of Dibrugarh district in state of Assam

- 10.00 BVFCL is committed to a corruption free environment. "All the works contract, services and commitments of BVFCL will be honored without the citizen having to pay any bribe". In case any person demands any bribe, it is the duty of responsible citizen to inform the matter to Vigilance Office, BVFCL, Namrup, Assam.

(KK Dihider)
CE (M), AG, CPP & CMW

Ref.: CMW/AC/19/Cont-53/4065

PRICE-BID Form**SCHEDULE OF WORK, QUANTITY & RATES****JOB:** Annual maintenance contract for Air conditioners outside factory premises of BVFCL

Sl.	Description works	No of AC machines	Rate/AC/yr (Rs.)	Amount
1	Comprehensive AMC of Air conditioners (Split/window type) outside factory premises of BVFCL, Namrup	54 nos		
2	Add GST @18%			
3	Total			

Total (In words)_____**NOTE:**

- i) Party not to add GST if they are not GST Registered and to write **"NOT Registered"**.
- ii) Party to fill with clear handwriting and avoid overwriting.
- iii) The Bid shall be evaluated on the overall lowest cost.

REMARK, IF ANY (Please specify)

Signature of the tenderer with Date:

Party's name:

Address:

SEAL:

PAN No. _____