



केन्द्रीय समुद्री मात्स्यिकी अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद)

[कृषि अनुसंधान एवं शिक्षा विभाग, कृषि मंत्रालय, भारत सरकार]

Central Marine Fisheries Research Institute

(Indian Council of Agricultural Research)

[Department of Agricultural Research and Education, Ministry of Agriculture, Govt. of India]

पोस्ट बॉक्स सं. 1603, एरणाकुलम नोर्थ पी.ओ., कोच्ची - 682018, केरल, भारत

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No: 15-12/2012-ST /P

Dated:20.08.2015

To

Sub: Comprehensive Annual Maintenance Contract (CAMC) for Air Conditioners at CMFRI, Kochi - regarding.

Sirs,

Sealed Quotations in **two bid system (1. Technical bid 2. Financial bid)** are invited by the Director, CMFRI, Kochi from reputed and registered service providers for CAMC for Airconditioners as per the terms and conditions given below.

1. The cover containing quotation should be superscribed as "Quotation for Comprehensive Annual Maintenance Contract for Air conditioners due on **09.09.2015.**" Quotation should be signed and stamped by the authorized signatory of the firm. It shall reach this office by not later than **14.00 hrs.** on 09-09-2015 and will be opened at **14.30 hrs.** on the same day. Quotations received after the due date and time will not be considered.
2. Description/configuration of the item can be physically verified before submitting quotation/entering in to AMC.
3. Quotation should be inclusive for service and for replacement of all defective parts without any extra cost.
4. The number of items given in the list is only tentative, and vary with some minor changes.
5. Firms having **two years** experience in providing AMC to reputed organizations only will be considered. Documentary evidences for the experience /references may also be submitted. The firm must have previous experience in maintaining Airconditioners and other relative items in Govt.organizations/PSUs. Performance certificate from the existing clients (organizations) must be attached.
6. The firm must have valid TIN/Sales Tax Registration No. and submit documentary proof in this regard. PAN NUMBER OF THE FIRM IS TO BE FURNISHED.
7. A Demand Draft for an amount of equivalent to the **5%** of the quoted amount as EMD in favour of the Director, CMFRI, Kochi-18 is to be enclosed alongwith the quotation. No.quotation shall be considered without EMD. The EMD will be refunded only after the finazation of the contract and no interest will be paid on EMD. The selected firm has to submit an amount equivalent to **10%** of the quoted amount as Performance Security Deposit in one of the follwing forms:
 - a.Account Payee Demand Draft in favour of ICAR Unit, CMFRI, Kochi-18.
 - b.Fixed Deposit Receipt from a Commercial Bank
 - c.Bank Guarantee

8. Performance Security:

Within 21 days of the issue of notification of award by the purchaser the successful bidder shall furnish the performance security in accordance with and as per the instructions incorporated in the general conditions of contract with regard to performance security. Failure of the successful bidder to comply with the requirement of performance security shall constitute sufficient grounds for annulment of the award and forfeiture of the bid security in which event the purchaser may make the award to the next lowest evaluated bidder or call for new bids.

9. Liquidate Damage Clause:

If any time during the performance of the contract, the Service Provider /Firm encounters conditions hindering timely delivery of the goods/ service, the Provider / Firm shall promptly inform the purchaser in writing the fact of the delay and likely duration of the same. After receipt of supplier's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the existing delivery period, or to extend the delivery period suitably by issuing an amendment to the contract. If the supplier fails to deliver the service and or perform the service within the contractual delivery period for reasons other than circumstances beyond the service provider's controls (which will be determined by the purchaser) and the purchaser extends the delivery period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods or **unperformed services** for each week of delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (ten percent) of the contract price of delayed goods or services.

- 10 No advance payment in any case would be paid. However quarterly payment will be made after the satisfactorily completion of service for the quarter along with user satisfactorily reports and pre-receipted bill in triplicate.
- 11.The Director, CMFRI, Kochi-18 reserves the right to accept or reject any or all the quotations either in full or in part without assigning any reason.
- 12.Proper records of maintenance and repair, duly authenticated by the users (CMFRI) should be maintained.
- 13.Please submit your Quotation accordingly. You shall sign all the pages of your quotation. **You are also required to return this original tender enquiry (all the pages), duly signed by you on every page, for our record.** You may retain a photocopy of this tender enquiry for record.
- 14.Price bid not complying with the above conditions and not as per the schedule of requirements (see Annexure-1 are liable to be rejected.

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Signature of the purchaser)

Sd/-

Rakesh Kumar

Chief Administrative Officer

Address: Central Marine Fisheries Research Institute,

P.B No. 1603, Ernakulam North P.O.,

Cochin – 18.

Telephone No. 0484 – 2394867

Fax No: 0091-0484-2394909/2396685

SCHEDULE OF REQUIREMENTS AND OTHER TERMS AND CONDITIONS

NAME OF WORK: PERIODIC REPAIR AND MAINTENANCE OF WINDOW A/C AND SPLIT A/C (Total split A/C -122 Nos., window A/C -5 Nos.) AT CMFRI HEADQUARTERS PERMISES AT COCHIN.

The following repairs and maintenance work/service is expected to be done by the successful bidder/ service Provider as detailed below:-

- 1 A preventive maintenance service is required to be carried out every three months for all Airconditioners detailed in the annexure-2. Preventive maintenance, means servicing of the Airconditioners irrespective of whether the equipment has suffered a breakdown or not, and it includes:
 2. Checking of compressor for its proper functioning and in case of any defect if found, the same is to be replaced;
 - ii) Air filter; cooling coil shall be inspected and cleaned.
 - iii) Refrigerant gas shall be topped up in the system as and when necessary.
- 3 Prompt service and replacement of all defective parts (excluding air filter, control knob, cabinet, sheet metal panels, plastic parts, evaporator and condenser coil, front grills, remote & painting) as and when required against routine break-down without any extra cost to make the Air Conditioner Units operational and in order.
4. Only original parts should be used for replacement of damaged or defective parts. The replaced component should be of an equal or higher capacity and should in no way hamper the performance of Airconditioners.
5. In case of intermittent failure and repetitive problem due to improper diagnosis or repair, the system will be treated as continuously down.
6. It shall be the responsibility of the firm to make all the Airconditioners accessories etc. works satisfactorily throughout the contract period and also to hand over the Airconditioner to the Institute in working conditions on the expiry of the Contract.
7. The availability of spares for the next one year may be anticipated while quoting the rates and non-availability of spares will not be considered as sufficient reason for not fulfilling the AMC. However, Airconditioners for which the original manufacture has stopped production of any particular model and spares after signing the AMC and which require complete replacement the same will be considered as a case to case basis. No maintenance charges will be paid to such Airconditioners.
8. Ensure that there should not be any significant downtime for any of the Airconditioners without any valid reason .If standby Airconditioner is provided in place the faulty one, it should be fully functional and equivalent to the original Airconditioner within 30 days. In case of delay in repair/procurement of spares, standby should be provided for operation that can be taken back once the faulty system is put back into operation.
9. Complaint should be attended and rectified within 24 hours.

SPECIFICATIONS & OTHER TECHNICAL DEATAILS OF THE ITEMS AND SERVICES (SHOWN IN ANNEXURE -1)

Window A/C-(5 Nos.)

Name	Capacity 1.5 TR	Nos.
Voltas	1.5 TR	4 Nos.
Blue star	1.5 TR	1 No

Split A/C-(122 Nos.)

Name	Details of the A/C	
	1.5 TR	2 TR
LG	7 Nos.	23 Nos.
Voltas	17 Nos.	50 Nos.
Carirer	7 Nos.	3 Nos.
Blue Star	1 No.	-----
Onida	6 Nos.	3 Nos.
Amtrex	-----	4 Nos.
Samsung	1 No.	

*The number of units mentioned are subject to minor variations.

Grand Total Cost: Rs.....

We agree to supply the above goods & allied service. We confirm that the same will meet the description, specification and other technical/financial details as required in the quotation enquiry.

We confirm that we agree to all other terms & conditions of your quotation enquiry including the terms of delivery, period of delivery and warranty provision.

We have furnished all the information, as required in the quotation enquiry and attached the relevant documents.

(In case a tenderer desires to put some additional / modified stipulations, terms & conditions etc. the same may be clearly indicated).

We confirm that our offer will remain valid for acceptance for..... days after the date of opening of quotation.

.....

(signature, name and designation of the authorized executive of the tendering firm)

For and on behalf of.....

(Name and Address of the tendering firm)

.....

(Seal of the tendering firm)

Date:

Place: