



Government of India
Ministry of statistics & Programme Implementation
National Sample Survey Office
Data Processing Centre
Ahmedabad

No. D-21014/Maintenance/2016

Date: 15.02.2016

Tender Notice for Comprehensive AMC of Air conditioners

This office proposes to undertake Comprehensive Annual Maintenance Contract (AMC) for maintenance of Window & Split Air Conditioners (ACs) of different makers and capacity. Sealed tenders are invited from the interested vendors for undertaking the above noted job of AMC of Air Conditioners in the office situated at "Data Processing Centre, 3rd floor, Navdeep House, Ashram Road, Ahmedabad" for the period from 01.04.2016 to 31.03.2017. Tenders for the same should reach to this office on or before 14.03.2016 by 13:00 hrs. The tenders will be opened on 14.03.2016 at 16.00 hrs in the presence of vendors who wish to attend.

2. The details of the Air Conditioners for which tenders are invited for Comprehensive Annual Maintenance Contract and the format of the tender are given below.

Sr. No.	Brand Name	Specifications of Air Conditioners	Quantity	Per AC Rate for Comprehensive AMC	Total Amount for Comprehensive AMC of ACs given in column (4) i.e. Col.(4)*Col.(5)
(1)	(2)	(3)	(4)	(5)	(6)
1	Voltas	2.0 Ton Spilt AC	1		
2	Voltas	1.5 Ton Split AC	2		
3	Godrej	1.0 Ton Window AC	1		
4	Voltas	1.5 Ton Window AC	5		
5	Total Amount				
6	Service Tax @.....%				
7	Grand Total Amount				

3. While submitting the quotation the following points may be noted.

- (i) The Vendors should provide documentary evidence of Trade License, PAN and Service Tax No. etc.

- (ii) Tenders may be submitted, addressed to Head of Office, DPC, NSSO, 3rd Floor, Ashram Road, Ahmedabad-14, super-scribing "Quotation for AMC of Air Conditioners" on the top of the sealed envelope, indicating the Vendors name and full address including telephone number at the bottom of the left hand side of the envelope.
- (iii) The quotation may be sent through registered post/speed post/by hand.
- (iv) Tenders should be submitted on the letter head of the firm in the format given at para 2. Besides, tenders should be duly signed by the competent authority.
- (v) Tenders will be evaluated on the basis of Grand Total Amount given at item Sr. No. 7 of the above mentioned table.
- (vi) This office reserves the right to accept /reject any or all tenders without assigning any reason.

4. The terms and conditions of the contract include the following:

- (i) The quoted rate should be valid for one year from the date of signing the agreement.
- (ii) The comprehensive AMC also includes replacement of the spare parts as and when required and that should be of standard quality.
- (iii) The equipment will not be moved out of our office premises without prior permission and valid gate pass. All transportation costs involved for this purpose will be borne by the concerned firm.
- (iv) Normal Service hours will be from 10.00 AM to 5.00 PM on all working days (Monday to Friday). In exceptional circumstances, services need to be provided outside of these hours or on Saturdays/Holidays at the discretion of and convenience of the office.
- (v) Apart from break-down/fault call, the firm has to carry out a preventive maintenance check at regular interval in each quarter to ensure effective working of these equipments.
- (vi) Penalty Charges @ Rs. 100/- per day will be levied and deducted from payment in case of failure to attend the Call/Complaint within a working day of recording the same with the firm. In case any of the equipment is to be taken to the workshop for repairing, standby equipment shall be provided, free of any cost to this office.
- (vii) Government reserves the right to terminate the agreement by giving one month's prior notice in writing and accordingly recalculate AMC Charges on pro rata basis.
- (viii) Payment will be made on quarterly basis at the end of the each quarter on successful completion of the contractual obligations



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