

**Government of India**  
**Ministry of Statistics & Programme Implementation**  
**Central Statistics Office (Industrial Statistics Wing)**  
**1, Council House Street,**  
**Kolkata-700 001**

No. 8(1)/2013-Admn.III

Date : 08 / 08 / 2014

**NOTICE INVITING (LIMITED) TENDERS**

Sealed tenders are invited in two bid systems (technical bid and financial bid separately) for Comprehensive Annual Maintenance Contract (AMC) of 02 no.5.5 Ton (L.G) make ductable Air conditioning machines. The filled-in quotations should be submitted to this office on or before 03.09.2014 by 1500 hrs. The quotations will be opened on 03.09.2014 at 1600 hrs. in presence of vendors of their representatives, if desires so. The technical bid is given as per Annexure-I to V and financial bid is given as per Annexure-VI separately.

2. The sealed tenders must be superscribed as "TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF 02 NO.5.5 TON(L.G) MAKE DUCTABLE AIR CONDITIONING MACHINES" and addressed to the Under Secretary and must include the following :

i. A sealed envelope containing technical bid as per Annexure- I to V. The envelope must be superscribed as "Technical Bids for "Annual Maintenance Contract (AMC) of 02 no.5.5 Ton (L.G) make ductable Air conditioning machines".

ii. A separate sealed cover containing financial bid in the format is to be given in Annexure-VI. The envelope must be superscribed as "Financial Bids for Annual Maintenance Contract (AMC) of 02 no.5.5 Ton (L.G) make ductable Air conditioning machines" The financial bids must be submitted as per the format given in the Annexure-VI. The rate quoted in the Financial Bid should be both in words and figures. Overwriting in figures will not be considered, unless corrections are countersigned. The financial bid should be properly sealed and signed. The Rate quoted should be valid for a period of 60 days.


iii. The tender must accompany with earnest money of Rs.2000/- through demand draft in favour of P.& A.O., Ministry of Statistics & P.I., kolkata is to be submitted along with the tender document. If the Firm is exempted from submitting bid security in Government tendering, document(s) in support thereof must be attached.

3. Last Date of Submission of tender is 03.09.2014 by 1500 hrs. Tender(s) received after the scheduled Date & time will not be considered.

4. Financial bids of only those firms whose technical bids are accepted will be considered and will be opened at 1600 hrs. on 03.09.2014 in presence of the representative of the firm, if desires so.

5. Financial bids of only those firms whose technical bids are accepted will be considered and will be opened at 1600 hrs. on 03.09.2014 in presence of the representative of the firm, if desires so.
6. The bid security of the unsuccessful bidders will be refunded within 30 days of the award of work to the successful bidder.
7. The contract will be effective for a period of one year which may be extended subject to conditions applicable and the payment of this contract will be made on quarterly basis based on satisfactory performance report.
8. This office reserves all the rights to reject any or all the bids without assigning any reasons thereof.
9. For any clarification Section Officer(Tel.No.2048-4504/05, Extn.318) may be contacted between 1200 HRS to 1330 HRS on any working days from Monday to Friday.
10. The tender documents should be signed by the vendors on each and every page.

Yours faithfully,

  
( P.P Saha )  
Under Secretary

**Annexure I.**

**Eligibility criteria for Air condition machine**

1. The company/firm intend to submit the tender shall be of a reputed organization in the field of maintenance of Air condition.
2. The company/firm should have undertaken AMC of Air conditioning machine for at least one Central Govt. department/public unit during last three years in Kolkata and the company's said contract should not have been terminated before the expire of full term.
3. The company must have expertise in the field of maintenance of Air conditioning and its service engineer must be knowledgeable enough to troubleshoot any problem relating to Air conditioning machine.
4. The company should be able to provide their service engineer within a reasonable time as and when they are called for in repairing work to this office.
5. Relevant copies of certificates viz. VAT/Service Tax/PAN/Credential Certificate should be attached with the tender duly attested.
6. The tender must accompany with earnest money of Rs.2000/- through demand draft in favour of Pay & Accounts Officer, Ministry of Statistics & P.I., Kolkata, failing which the said tender document will not be considered.

## Annexure – II.

### Scope of work :

The work for AMC of Air conditioning machine covers but not limited to the following

- a) Repairs.
- b) Preventive maintenance.
- c) Minor modifications.
- d) Removal/shifting whenever require.
- e) Checking of electrical panel /fault diagnosis.
- f) Cleaning of AC Filters.
- g) Checking of outdoor unit condensers.
- h) Time to time balancing of air flow in ducks.
- i) Cleaning of drain pipe as and when required.
- j) Checking of condenser coil, cooling coil, fan motor etc.
- k) Routine maintenance of moving parts and other periodic maintenance activities.
- l) Restoration/finishing in respect of all air conditioning work including all accessories and attachments/fixtures.

**Annexure – III**

**Important Dates :**

1. Last date of submission of tender : 03.09.2014 (upto 3 p.m.)
2. Date of opening of tender : 03.09.2014
3. Time of opening of tender : 04.00 p.m
4. Place of opening of tender : Room No.427  
3<sup>rd</sup> Floor, Room No.416, C.S.O. (I.S. Wing),  
1, Council House Street, Kolkata-700 001.

Annexure – IV

LIST OF ITEMS (TOTAL : 02)

No. of AC Machines	Type AC Machines	Make	Capacity
02	5.5 TR capacity ceiling suspended ductable split AC unit complete with indoor and outdoor	L.G	5.5 ton

**Annexure – V**

**Conditions governing AMC**

1. This office reserves the right to reject any or all the tenders received without assigning any reason whatsoever. Tenders in which any of the particular and prescribed information are inadequate or incomplete in any respect or the prescribed conditions are not fulfilled, are liable to be rejected.
2. The preventive maintenance service shall be made on quarterly basis and shall be ready to breakdown maintenance since at any cost. The firms will carry out the repairing work either in the headquarter office or in their service station and charges regarding shifting of Air condition shall be borne by the firms itself.
3. The contract will be effective for a period of one year and the payment of this contract will be made on quarterly basis.
4. The contractor shall guarantee that the material and workmanship are of best quality and all items are free from defects. If after installation and trial operation after repair, any equipment or material fails to perform, the contractor at his own cost/expense shall replace such equipment of the material.
5. Sales Tax/VAT/Service Tax or any other tax on materials in respect of the contract shall be payable by the contractor.

**Annexure – VI**

1. Details of the bidder :

(a) Name and address of the bidder :

(b) Name of contact person :

(c) Telephone No./Fax No. :

(d) E-mail address :

2. Price schedule :

**DETAILS OF RATE OF ARTICLES**

No. of AC Machines	Type AC Machines	Price(Rs.) per A.C Machines	Tax(Rs.)	Amount including all Taxes(Rs.)
02	5.5 TR (L.G make) capacity ceiling suspended ductable split AC unit complete with indoor and outdoor			

Place :

(Name & signature of the proprietor or Authorised Representative with seal)

Date :



**LIST OF VENDORS**

1.	M/s. Tropical Cooling & Engineering Co., 6/1, Akrur Dutta Lane, Kolkata-700 012.	8.	M/S. Samsung India Electronics Ltd., 10A, Lala Lajpat Roy Sarani, Kolkata-700 020
2	M/s. Modern Refrigeration & Electrical Works, 12, Haji Md. Mohasin Square, Kolkata-700 016.	9.	M/S. Aircon India incorporated 2H, Bediadanga 1 <sup>st</sup> lane, Kolkata-700 039.
3	M/s. Deism Corporation, 234, Dum Dum Park, Flat-9, Abhilash Apartment, Kolkata-700 055.	10.	M/S. Breeze Tune P-108A, C.I.T. Road Kolkata- 700 014.
4	M/s. Carrier Airconditioning & Refrigeration Ltd., P-339/1, C.I.T. Road, Scheme VI M, Kolkata - 700 054.	11.	M/S. Air cool Enterprise 26/B, Aga Mehdi Street, Kolkata-700 016.
5	M/S. Weather Makers (Air Conditioning) Pvt.Ltd., Behala Industrial Estate 620, Diamond Harbour Road, Kolkata - 700 034.		
6	M/S. L.G. Electronics Pvt. Ltd., Bishnu Tower DN-14, Sector-V Salt Lake Kolkata - 700 091.		
7	M/S. Voltas Mercantile Agency H.O Sales & Service Office Block CF 204 Sector-1 Salt Lake City, Kolkata- 64.		
	<b><u>NOTICE BOARD</u></b>		