

Cost of the tender: Rs. 100/-  
(non-transferable/non-refundable)



**PRASAR BHARATI**  
**INDIA'S PUBLIC SERVICE BROADCASTER**  
**ALL INDIA RADIO: JAMMU**

No.JMU-4(1)/2021-22/E/AC Plants/HPT/E

Date: 22-02-22

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**Subject: - Inviting of quotations for annual maintenance of 6 X 16 ton AC plant (package type) make-Blue-star, model-no. DPA1983R1A-I, normal cooling capacity: 49500 Kcal per hour, at HPT Bantalab, AIR-Jammu.**

Sir,

Quotations are invited by the Deputy Director General (E), Air, Jammu from reputed Firms/ authorized dealers for execution of following work at the HPT-Bantalab as per the following details:-

- **Nature of Work:**
  - Annual maintenance of 6 X 16ton AC Plants (package type), make Blue-star model-no. DPA1983R1A-I, normal capacity: 49500 Kcal per hour, at HPT-Bantalab.

(For complete details of the work please see the annexure titled as scope of work )

- **Estimated Cost of the Work: Rs. 1,00,000 ( Rupees One Lakh)**

- **Period of Completion:**  
With in one month from the date of issue of formal work order.

- **Location (site):** HPT, Bantalab

- **Submission of Quotation:**

The quotation in sealed cover should reach the office of Deputy Director General (E) latest by **14-03-22** upto 1P.M. embossed with the following details on front side of the sealed envelope.

1. Reference of the "quotation inviting letter with date".
2. Reference of the short "title of the work"
3. Date of opening.
4. Name and address of the firm/dealer.

The quotations shall be opened on 14-03-22 at 4.P.M., by quotation opening committee as authorized by the DDG (E). In the event of 14-03-22 is declared as a holiday for central Govt. offices in Jammu, in that case the quotation shall be opened on the next working day at 4 PM. The quotation should be addressed to Deputy Director General (E) on his official address. No quotation should be received or entertained after the due date, despite postal delay (if any). The quotations can be deposited by hand also, with Assistant Engineer (stores) against a proper receipt if the party chooses to do so.

The Authorized representatives of the firm can choose to be present at the time of opening of quotation. However, if any of the representatives of the firm or all of the representatives of the concerned firms are not available at the time of the opening of the quotation, the same shall not prevent the quotation opening committee from opening the quotation/tenders.

The acceptance of the quotation for competitive purpose (i.e., for Bidding purpose) shall be subject to terms and conditions and submission of required documents as laid in the relevant annexure(s) (attached with the quotation inviting letter). The criteria for identifying the successful bidder primarily is the one whose rates are found lowest and the tender meets all the documents as required. However, the firms who have been blacklisted by any Central Govt. department or involved in any breach of agreement with regard to execution of works in past shall not be given preference despite their rates found to be lowest.

Deputy Director General (E) reserves the right to reject any of the quotation or all of the quotations without assigning any reason thereof.



Atul Sharma

Assistant Engineer

For Deputy Director General (E)



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List of mandatory documents to be attached with the quotation:

1. Copy of the **GST** registration certificate of the dealer/ firm. (Indicating GST number as well)
2. Copy of **PAN** for the purpose of income Tax Deduction at source.
3. The **Cancelled cheque leaf of the current Bank account** on which the firm is maintaining its commercial transaction.
4. **Registration certificate** of the contractor/ firm.
5. A bank draft of Rs. 5000/- drawn in favor of DDO, AIR-Jammu as EMD (Earnest Money Deposit) The Bank draft shall be returned back in respect of those firms whose rates will not be found competitive/ acceptable to office once the bidding process is completed and the successful tender is identified. However, in case L1 & L2 tender the bank draft shall be retained till the successful bidder is declared.
6. An affidavit on Rs. 20 denomination stamp sheet, affirming that the documents furnished are genuine, updated and valid as on date of opening of tender. Secondly, the firm should also affirm on oath that the same has not been black-listed by any of the Central Govt. Department in the past for misrepresentation /poor-performance/concealment of facts or any breach of agreement as far as execution of Govt. allotted works are concerned.
7. Firms who choose to have the tender document from office in the form of hard-copies shall have to deposit Rs. 100/- with cashier of All India Radio, Jammu towards cost of the tender. However, firms who choose to download the copy from CPPP (e-mode) are exempted from paying the cost of tender dossier.



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TERMS AND CONDITIONS:

1. The successful bidder/qualifying firm shall have to deposit a security amount of Rs. 10,000/- in the form of Term Deposit of one year drawn in favour of the firm/contractor. The same has to be pledged to the DDO, AIR-Jammu. A Bank Guarantee in the matter is also acceptable in lieu of the Bank term Deposit.
2. The security amount shall be released on successful completion of the contract.
3. The firm shall be raising the bills on the rates quoted and the rates quoted shall be valid upto a period of 6 months from the date of opening of tenders. The rates to be quoted in the **Rate Annexure** by the interested contractor shall be applicable, indicating the basic quoted rates, GST component and other Tax/ levies applicable, separately.
4. The firm shall be responsible for handling any unforeseen situation like mishap, injury, accident, disability, electrocution, snake-bite, animal attack to any of its Manpower/Labour, while execution of the work at site. An agreement covering the above aspect has to be furnished by the contractor in the form of indemnity bond of Rs. 100/- denomination.
5. The firm/ contractor or any of its manpower (including heirs, legal appointed successors or any other close relation) won't claim any compensation like that of Govt. Job/ continuation of the contract, ex-gratia or financial entity in case of any mishap/ injury/ death while execution of the work from the department, neither as matter of compassion or for sustenance.
6. The firm/ contractor shall arrange for all types of tools, implements, power-tools, gas- cylinders, stair-case, high rise stools, protective gear for safe execution of the work. All norms of industrial safety shall be followed.
7. The competent authority can prematurely call-off the contract without assigning any reason thereof. The contractor shall be paid on pro-rata/ proportionate basis on premature termination of the contract.
8. Any hike in the prices on account of change in the market-price index or revision proprietary company price list in respect of commodities or otherwise also which include prevailing labour rates also as well as Govt. Approved labour rates during the period of the contract, shall have not any bearing on the rates quoted/ rates to be Charged. No claim for escalation of rates in this regard shall be entertained by the department. However, any change in the tax component as notified by the Govt. Shall has to be reflected/ charged in the bill by the contractor and accordingly paid by the Department.



9. All the applicable deductions like that of income tax TDS, GST TDS, educational cess shall be made by the DDO on the verified amount of the bills and credited in the respective GST accounts and PAN of the contractor.
10. The contractor and the manpower involved in the execution of the work shall have to follow the prescribed norms related to COVID-19.
11. The contractor shall ensure that manpower engaged by the contractor for execution of the work is in good state of health and above 18 years of age and has undergone covid-19 vaccination.
12. The contractor shall have to seek security permission and provide ID- proofs as well as address proofs of the manpower engaged by him.
13. An amount equivalent to 10% of the taxable component of the billed amount shall be withheld, for a period of six (6) months as performance Guarantee. However, the entire 90% of the taxable component of the billed amount and 100% GST amount of the billed amount shall be released on successful execution of the work.
14. The firm won't be claiming any extra amount, post execution of work for any visit/ replacement of component/ charging of Gas, etc. in case any difficulty or technical issue / flaw is observed as far as the content of work as ordered in work order is concerned. The performance guarantee of 10% shall be released only after satisfactory performance of executed work, for a minimum of six months from a date of final execution of work.
15. All the spares/ components shall be arranged by the firm from propriety sources/ original manufacturer and no local equivalent or duplicate brand shall be accepted.



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## Rate Annexure

S.No. (1)	Name & Address of the Firm/Contractor (2)	Brief Description of the work (3)	Basic Rate in terms of Rupees (to be quoted by the contractor) (4)	GST component (to be quoted by the contractor) (5)	Any other Tax/ Levies (if any) (to be quoted by the contractor) (6)	Total Amount (to be quoted by the contractor ) (7)	Remarks (8)
		Annual Maintenance of 6 X 16 ton AC plant (package type) make-Blue-star, model-no.DPA1983R1A-I, normal cooling capacity: 49500 Kcal per hour per unit, at HPT Bantatalab, AIR- Jammu. The set-up mainly comprises of 18 outdoor units and 6 indoor units. (for complete details please see Annexure titled <u>Scope of Work</u> .)					<ul style="list-style-type: none"> <li>Rates may please quoted in column (4) though the period of validity of rates shall be valid up to period six months from the date of opening of tenders.</li> <li>Rates should be quoted neatly in figures as well as in words.</li> <li>HSN code along with that of GST % applicable may also be quoted in column (5)</li> </ul>

- Total rate in words (Rupees).....

Signature &amp; Seal of the Contractor

For Deputy Director General (E)

Assistant Engineer





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SCOPE OF WORK

1. The work comprises of servicing of 6 X 16 ton package type AC Plant, make Blue star, which mainly comprises of 6 nos of Indoor units and 18 nos of Outdoor unit.
2. The details of the work comprises of general cleaning of the above mentioned units, by using conventional/ power cleaning methods.
  - a) Cleaning of filters, cleaning of the inlet and outlet Copper pipes, taking out of corrosion from the Copper pipes as well as inlet and outlet valves.
  - b) Checking and alignment of fan motor assemblies and capacitor checking, (If capacitor is found defective/ punctured or leaky the same needs to be replaced) in respect of all the 18 nos of outdoor units. In case of shaft repairs, the same needs to be repaired as per need basis.
  - c) Plugging of leakages, brazing of leakage points, pressure testing and flushing with nitrogen gas and minimum pressure stability test of 72 hours after vaccumization and gas charging.
  - d) Providing and fitting of new temperature sensors in all 6 indoor units, if existing ones have lost their sensitivity. Checking of all the sensor temperature cards for threshold settings.
  - e) Providing and fitting of dryer filters in 6 nos of Indoor units on actual requirement basis, if needed.
  - f) Replacement of Canvas mufflers/ cloth couplers, in case the same are torn out or punctured.
  - g) Replacement of bearings in blower assemblies of indoor units in case mechanical noise is prominent in blower motor assemblies. Mechanical alignment of blower assemblies of motor units. Greasing of blower units.
  - h) Firming, repacking and cleaning of ducts from Indoor units upto diffusers.
3. The company who shall undertake the servicing shall have to arrange all the materials/ implements/ charging gas (R-22) on complete job basis.

4. A performance guarantee of 10% of the final cost of servicing/ replacement of materials shall be with-held for period of 6 months from the billed amount and shall be released after successful performance of the AC Plant for a period of minimum 180 days.
5. The servicing and replacement of components shall be covered for warranty clause effective/maintainable for a period of 6 months from the date of completion of work and no extra charges/ billing shall be entertained in case the firm shall have to attend to complaints/ post-inspection of the rendered work, upto period of 6 months.
6. Only genuine proprietary brands of components shall be acceptable as replacement to the existing worn out components.
7. The above work is not a maintenance contract but shall be deemed one time seasonal maintenance and includes all labour/ maintenance/ replacement of worn out components on actual replacement basis.

  
02-1-2022

अतुल शर्मा  
Atul Sharma  
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