



Dated: 01.02.2016

SRI VENKATESWARA COLLEGE: DHAULA KUAN: NEW DELHI – 110 021

Tender for the Comprehensive AMC for Air Conditioning


Sealed Quotations for Comprehensive A.M.C. for Air-conditioning Systems at the Golden Jubilee Computer Centre (ICT Lab), Sri Venkateswara College, Dhaula Kuan, New Delhi – 110 021, are hereby invited, from the registered, reputed and licensed Agencies/Contractors, who have permanent place of Air- conditioning business in Delhi and are also having experience of minimum three years in the said business.

S.No	Specification	Quantity	Make
01	11 TR DUCTABLE SPLIT AC	01	Blue Star
02	1.5 TR SPLIT AC	03	
03	7.5 TR DUCTABLE	04	

It is informed that the procedure given below is strictly followed while submitting the tender; otherwise the tender shall be liable for rejection.

1. The Quotation should be sent under sealed cover addressed to the "Principal, Sri Venkateswara College, Dhaula Kuan, New Delhi – 110 021" latest by 15th February, 2016.
2. The title "Tender for the Comprehensive AMC for Air Conditioning" should be written on the top of the envelope.
3. The sealed Quotation should include a Technical Bid and a Financial Bid in two separate envelopes as per the formats given in Annexure I and Annexure II respectively.
4. The quoted price should be inclusive of all taxes and other charges.
5. Terms and conditions for the AMC will be as per Delhi University/Govt. of India guidelines.
6. Detailed T&C shall be executed with the approved vendor, upon finalization of the process.


ICT Convenor



A.O.
7/2


Principal

GENERAL TERMS AND CONDITIONS:

- (a) Diagnose the faults and rectify the defect detected, within 24 hours.
- (b) Repair/replace the faulty parts etc. of the Air Conditioner, within 48 hours.
- (c) Carryout the periodical (once in three months) preventive maintenance.
- (d) No spares, consumable or any other items will be supplied by Sri Venkateswara College.
- (e) Routine inspection, checking and servicing of all units every month. The service report shall be submitted to the ICT in charge.
- (f) Filters of A/C systems should also be cleaned regularly by the A/C serviceman/ mechanic.
- (g) Overhauling / repairing/ replacement of any parts as and when needed. The contractor will have to keep sufficient spare parts at site to reduce the breakdown period to minimum possible time.
- (h) The contractor will use only genuine spare parts whatsoever required for replacement for proper maintenance and satisfactory performance of the units including required gas. All the materials/spares will be arranged/supplied by the contractor himself for which nothing extra than the rates quoted for comprehensive maintenance, will be payable to him.
- (i) The contract includes all the work considered necessary to maintain the units in good working condition. .The maintenance/repair/replacement of compressor/copper pipe/drain pipe/electrical cables connecting the outdoor units are also covered under the contract.

Annexure I**TECHNICAL BID**

1.	Name of the Firm	
2.	Address of the Firm	
3.	Registration No.	
4.	Name of the authorized signatory with Designation	
5.	Specimen Signature of the Authorized signatory	
6.	Telephone Number of the authorized signatory and other Telephone Numbers of the Firm	
7.	Details of the Government Ministries /Departments/Organizations/PS U etc. in which the firm is engaged in AC AMC activities From the Last five years.	
8.	List of copies of relevant documents	
9.	Financial Competence of Firm (Last 3 years) ITR/Financial Statement	
10.	Has the Firm ever been black listed or any client if yes please provide details.	
11.	PAN/TAN no (Photocopy)	

FINANCIAL BID

1.	Name of the Firm	
2.	Address of the Firm	
3.	Registration No.	
4.	Name of the authorized Signatory	
5.	Specimen Signature of the Authorized signatory	
6.	Telephone Number of the authorized signatory and other Telephone Number of the Firm	

S.No.	Specification	Quantity	Make	Unit Price (Rs.)	Total Price (Rs.)
01	11 TR DUCTABLE SPLIT AC	01	Blue Star		
02	1.5 TR SPLIT AC	03			
03	7.5 TR DUCTABLE	04			
Taxes (Rs.)					
Total (Rs.)					