



**PURCHASE & INVENTORY CONTROL OFFICE
JAMIA MILLIA ISLAMIA
Jamia Nagar, New Delhi-110 025
Ph: 011-26982759**

E-Tender for CAMC of Window Air-Conditioners/Split Air-Conditioners

No.NIT-03/CMC/ACs/PICO/RO/JMI/2018

Date:- 3/5/2018

On behalf of the Vice-Chancellor, Jamia Millia Islamia (JMI), New Delhi, India, online bids (two bids system) are invited from reputed companies/firms for the CAMC of Window Air-Conditioners **(Total Nos.550 approx.)** & Split Air-Conditioners **(Total Nos.500 approx.)** for the different departments of Jamia Millia Islamia, New Delhi. The CAMC will be awarded for the period of Two years & may be extended for another year, depending upon the performance. Bid documents with other terms & conditions can be downloaded from Website: <https://eprocure.gov.in> and be uploaded along with notified EMD as per following:

EMD (Refundable)	Last Date & Time for online submission of bids	Venue for submission of EMD	Estimated cost in Rupees	Date/Time for opening of Technical Bid
Rs.30,000/-	11/05/2018 by 1:00 p.m.	Purchase & Inventory Control Office, Jamia Millia Islamia, New Delhi	Rs.15.00 lakhs	12.05.2018 at 3.00 p.m.

Please note that the number of Air-conditioners may increase or decrease

Eligibility of Bidders-Pre Qualification

- (i) Firm that is providing similar kind of services to any of the Departments/Autonomous Institution/Universities/PSUs of Govt. of India.
- (ii) The bidder should not have been black listed at anytime in the past by any of the Departments/Autonomous Institutions/Universities/PSUs of Govt. of India. Affidavit in this regard may be submitted.
- (iii) In addition to above bidder should also fulfill any one of the following conditions during last 7 years to become eligible to offer their bids.
 - (a) Three similar completed works costing not less than Rs.6 lakhs each; or
 - (b) Two similar completed works costing not less than Rs.9 lakhs each; or
 - (c) One similar completed work costing not less than Rs.12 lakhs

Terms & Conditions

1. All bidders shall be required to deposit an EMD amount of Rs.30,000/- in the shape of DD in favour of **Registrar, Jamia Millia Islamia, New Delhi** at PICO Office, Jamia Millia Islamia, Jamia Nagar, New Delhi 110025. The EMD amount will be returned to the unsuccessful bidders, after the finalization of the CAMC of ACs.
2. The successful bidder should submit a Demand Draft as Security Money @5% of the award value of the AMC at the time of acceptance of offer. JMI shall forfeit the security money in the event of breach of contract by successful service provider.
3. Immediately after award of the contract, following activities must be carried out:-
 - (a) Cleaning of condenser and evaporator coils with suitable detergent/chemical solution and flushing with high pressure jet of water.
 - (b) Greasing of blower motors and all moving parts
 - (c) Prevention of rusting of units
4. Routine maintenance service at least once in 3 months to each window/split AC includes:
 - (a) Cleaning/Replacement of filter
 - (b) Checking operation of the controls of the air conditioner such as selector switch, thermostat, relays, remote control etc.
 - (c) Checking air flow through the supply air grill, return air grill, condenser
 - (d) Checking operation of the drive motors and fans
 - (e) Checking air temperature at supply air grill, return air grill, inlet air condenser and outlet air from the condenser
 - (f) Checking operation of the voltage stabilizer and back up electrical power outlet/MCB.
5. Rates: Rates should be quoted per unit per annum basis (includes spare parts, gas charging, company replacement/repairing of compressor, maintenance of stabilizer etc.) in respect of each item. It may be ensured that only genuine spare parts of authorized brand should be used during CAMC.
6. Compressor Rewinding will not be permitted more than two times. After two rewinding, the compressor should be replaced. Contractor will be required to maintain separate log-book for compressors.
7. The replacement/repair work shall carry a warranty of one year from the date of repair/replacement.
8. If the material/part is damaged after retrieved requisite repairs under CMC, shall be the part of the vendor.
9. Payment: Will be made on quarterly basis (after submission of satisfactory performance report mandatory quarterly routine checkup reports duly endorsed by the concerned deptt.). No payment shall be made for the ACs not provided routine check up during any quarter.
10. Contract: Will be comprehensive (including spare parts replacement, gas charging, company replacement/repairing of compressor, maintenance of stabilizer etc.).
11. The bidder should have enough infrastructure to maintain the above equipments of different makes/models/ capacities.
12. Full time Resident Engineers/ Technicians (on site) from 9:30 a.m. to 5:00 p.m. to be deputed.
13. Resolution time: **a) 2 days maximum in case of change of parts etc.**
(if not done within time period, the penalty of Rs.1000/- per day shall be imposed).
b) Rewinding & Replacement of Compressor within five days.
(If not repaired within Five Days, the penalty of Rs.1000/- per day shall be imposed or the Service provider has to provide standby AC)
14. Parts replacement as & when needed, free of cost.
15. Shifting of A.C as and where needed, will be paid extra.

16. Attendance: Engineer/Technician must report Purchase & Inventory Control Office on every working day and record his attendance in the respective Attendance Registers. In case of urgent complaint. Engineer should visit the respective deptt./office directly and then report to Inventory Control Office immediately after attending the complaint/solving the problem(s).
17. In any case, attendance recorded after 2:30 p.m. at PICO will not be entertained and the same will be marked as "absent".
18. Penalty: In case of absence as per Attendance Register at PICO, penalty will be imposed @ Rs.500/-per day.
20. Engineer/Technician: Engineer: Engineer/Technician should have enough experience in the respective fields.
21. Frequent change of Engineer/ Technician shall not be allowed. Profile of Engineer/ Technician should be submitted in PICO. Every Engineer/ Technician has valid I Card for identification.
22. Technician (to be deputed) should be given in advance i.e. at the time of entering into contract.
23. Maintenance of Log-book: Engineer/ Technician should maintain Log-book for attending the equipment (s).
24. Maintenance of Service Card: The firm will be required to give regular (periodical) service at least three dry service & one wet service far AC/s in a year and should maintain Service Card accordingly. Firstly wet service would be provided during commencement of summer season.
25. Issuance of tender documents should not automatically be construed that the bidder is considered qualified.
26. In the evaluation and comparison of bids; Jamia Millia Islamia reserves the exclusive right to reject any or all tenders.
27. Jamia Millia Islamia, at its absolute discretion, reserves the right to award the contract to any party irrespective of the financial bids.
28. Tender documents sent by post will not be entertained.
29. Over-writing, if any, should be supported by signatures.
30. Split ACs/Window ACs/Stabilizers under warranty/guarantee period of the supplying firms shall not be included in the proposed CMC.
31. A separate letter of inclusion in the proposed CAMC shall be issued by PICO after expiry of original warranty/guarantee period.
32. A representative of the firm awarded CAMC along with a representative from PICO office shall verify the list of all split/window ACs/stabilizers put under CAMC for the current session.
33. The JMI shall consider award of contract to only those of eligible bidders whose offers have been found technically and financially acceptable.
34. Bills should be produced in the prescribed format serially printed incorporating GST Registration / IT PAN No., etc. as per standard. G.S.T. : a) The rates offered by the contractor should be exclusive of the GST as applicable. Now GST is introduced from 01-07-2017 and rules pertaining to GSTN platforms are applicable. All rules. Regulations and procedures applicable to GSTN are to be followed by bidders. b) Regarding Taxes, 'Reverse Tax Mechanism' is followed in JMI. Hence all bidders should have GSTN ID for claiming Service Tax credit. Also the GSTN ID should be printed on the Bills prominently.
35. At the end of CAMC, all window ACs/Split ACs shall be handed over as functional.
36. The tender will be for a period of two years which can be extended for one more year subject to the satisfactory performance. However, if the performance is found unsatisfactory at anytime, the Competent Authority can cancel the contract with immediate effect.
37. Technical and financial bids are to be uploaded separately.
38. The Vice Chancellor is the final authority for settlement of any dispute.

TECHNICAL BID (to be uploaded)

Bidders should upload the following documents in technical bid:

- a. Copies of IT return for the last three years.
- b. GST Registration number and certificate.
- c. Copy of PAN Card
- d. The bidder should not have been black listed at anytime in the past by any of the Departments/Autonomous Institutions/Universities/PSUs of Govt. of India. Affidavit in this regard may be submitted.
- e. In addition to above bidder should also fulfill any one of the following conditions within last 7 years to become eligible to offer their bids. Satisfactory completion certificate work may be attached mentioning clearly the type of work, duration (date of commencement & completion) and amount of completion of work.
 - i. Three similar completed works costing not less than Rs.6 lakhs each; or
 - ii. Two similar completed works costing not less than Rs.9 lakhs each; or
 - iii. One similar completed work costing not less than Rs.12 lakhs

Note

1. The work orders/award letters will not be considered as completion certificate.
2. Vendors who have already deposited EMD amount of Rs.30,000/- vide Tender NIT-82/CMC/ACs need not deposit the EMD again.
3. Technical Bids and Financial bids are to be uploaded separately.
4. Each document shall be duly signed and stamped by the vendor.
5. All future corrigendum/amendments will be published on JMI website and CPPP web site only and no separate newspaper shall be released for the same. All the prospective bidders are therefore requested to visit the website regularly for any such change/update.

Financial Bid for CAMC of following Items
(To be uploaded only in Financial Cover separately)

S.No	Item Description	Rates per unit per annum	GST
1.	<u>CAMC of Air-conditioners with stabilizers:</u> (a) Window Air-conditioners (all models. make & capacities).	Rs.	
2.	(b) Split Air-conditioners (all models, make & capacities)	Rs.	
	(c) Shifting of Window A.C per unit	Rs.	
	(d) Shifting of Split A.C per unit	Rs.	
	(e) Extra Copper pipe (running meter)	Rs.	
	(f) Extra Drainage pipe (running meter)	Rs.	
	(g) Extra cable (running meter)	Rs.	

Note: The quantity may increase or decrease.

Please upload the tender latest by 11/5/2018

Name and Signature of the Tenderer (with seal)

Name of the Firm:

Address with Telephone No.

Place: