



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

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

No.NIT- 13/CMC/ACs/PICO/RO/JMI/2019

Date: - 21-10-2019

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 (approx 555 nos), Split Air-Conditioners (approx 634 nos) and Inverter ACs (approx 10 nos) for the different departments of Jamia Millia Islamia, New Delhi. The CAMC will be awarded for a period of one year & may be extended for another years depending upon the performance. Bid documents with other terms & conditions can be downloaded from Website <https://mhrd.euniwizarde.com> and be uploaded along with notified EMD as per following:

<b>EMD (Refundable)</b>	<b>Last Date &amp; Time for online submission of bids</b>	<b>Venue for submission of EMD</b>	<b>Estimated cost in Rupees</b>	<b>Date/Time for opening of Technical Bid</b>
Rs.40,000/-	13.11.2019 by 1.00 p.m.	Purchase & Inventory Control Office, Jamia Millia Islamia, New Delhi	Rs.20.00 lakhs	13.11.2019 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 Govt. Departments/Autonomous Institution/Universities/PSUs of Govt. of India.
- (ii) Bidder must have an average annual turnover of at least Rs.15 lakhs for the last three financial year.
- (iii) 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.
- (iv) In addition to above bidder should also fulfill any one of the following conditions during last 5 years to become eligible to offer their bids.
  - (a) Three similar completed works costing not less than Rs.8.00 lakhs each; or
  - (b) Two similar completed works costing not less than Rs.12 lakhs each; or
  - (c) One similar completed work costing not less than Rs.16 lakhs

**Note: - All documents should be scanned clearly and readable format and same should be upload on the e-Tendering portal before final submission.**

## Terms & Conditions

1. All bidders shall be required to deposit an EMD amount of Rs.40,000/- 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. EMD is not required to be submitted by those Bidders who are registered with the Central Purchase Organization (e.g. DGS&D), National Small Industries Corporation (NSIC/MSME). 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 CAMC 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.
5. Checking air flow through the supply air grill, return air grill, condenser
  - a. Checking operation of the drive motors and fans
6. Checking air temperature at supply air grill, return air grill, inlet air condenser and outlet air from the condenser
  - a. Checking operation of the voltage stabilizer and back up electrical power outlet/MCB.
7. 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.
8. 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.
9. The replacement/repair work shall carry a warranty of one year from the date of repair/replacement.
10. If the material/part is damaged after retrieved requisite repairs under CMC, shall be the part of the vendor.
11. 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.
12. Contract: Will be comprehensive (including spare parts replacement, gas charging, company replacement/repairing of compressor, maintenance of stabilizer etc.).
13. The bidder should have enough infrastructures to maintain the above equipments of different makes/ models/ capacities.
14. Full time Resident Engineers/ Technicians (on site) from 9:30 a.m. to 5:30 p.m. to be deputed. However, Technicians can be called after 5.30 p.m. and even on Holidays.
15. Resolution time: **A) 2 days maximum in case of change of parts etc.**  
(If not done within time period, the penalty of Rs.200/- per day per unit shall be imposed).  
**B) Rewinding & Replacement of Compressor within five days.**  
(If not repaired within Five Days, the penalty of Rs.200/- per day per unit shall be imposed or the Service provider has to provide standby AC)
16. Parts replacement as & when needed, free of cost.
17. Shifting of A.C as and where needed, will be paid extra.

18. 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).
19. Penalty: In case of absence as per Attendance Register at PICO, penalty will be imposed @ Rs.200/- 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. Profile of 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 for AC/s in a year and should maintain Service Card accordingly. Firstly wet service would be provided during commencement of summer season.
25. In the evaluation and comparison of bids; Jamia Millia Islamia reserves the exclusive right to reject any or all tenders.
26. Jamia Millia Islamia, at its absolute discretion, reserves the right to award the contract to any party irrespective of the financial bids and award the contract to more than one party.
27. Tender documents sent by post will not be entertained.
28. Over-writing, if any, should be supported by signatures.
29. Split ACs/Window ACs/Inverter ACs/Stabilizers under warranty/guarantee period of the supplying firms shall not be included in the proposed CAMC.
30. A separate letter of inclusion in the proposed CAMC shall be issued by PICO after expiry of original warranty/guarantee period.
31. A representative of the firm awarded CAMC along with a representative from PICO office shall verify the list of all split/window/inverter ACs/stabilizers put under CAMC for the current session.
32. The JMI shall consider award of contract to only those of eligible bidders whose offers have been found technically and financially acceptable.
33. Bills should be produced in the prescribed format serially printed incorporating GST Registration / IT PAN No., etc.
34. At the end of CAMC, all window ACs/Split ACs/Inverter ACs shall be handed over as functional.
35. The tender will be for a period of one year which can be extended for another two years on yearly basis subject to the satisfactory performance. However, if the performance is found unsatisfactory at anytime, the Competent Authority can cancel the contract with immediate effect.
36. Once the ACs are entered under CAMC, the contractor cannot condemn them in any case. The contractor must have to maintain these ACs during the contract period.
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 along with Balance Sheet for the last three years showing a turnover of at least Rs.15.00 lakhs.
- 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 5 years to become eligible to offer their bids. Satisfactory completion certificate work may be attached mentioning amount of completion of work.
  - i. Three similar completed works costing not less than Rs.8.00 lakhs each; or
  - ii. Two similar completed works costing not less than Rs.12 lakhs each; or
  - iii. One similar completed work costing not less than Rs.16 lakhs

### **Note**

1. The work orders/award letters will not be considered as completion certificate.
2. Technical Bids and Financial bids are to be uploaded separately.
3. Each document shall be duly signed and stamped by the vendor.
4. All future corrigendum/amendments will be published on JMI website and <https://mhrd.euniwizarde.com> 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.

**\*\*Note: - Technical Bid downloading/uploading only in the prescribed excel format available on the system.**

**CAMC Details**  
**(For Reference Only)**

S.No.	Item Description	Rates per unit per annum	GST	Total Amount
	<b>CAMC of ACs with Stabilizers</b>			
1.	Window ACs (all models, makes and capacities)			
2.	Split ACs (all models, makes and capacities)			
3.	Inverter ACs (all models, make & capacities)			
4.	Shifting of Window A.C. per unit (dismantling & installation)			
5.	Shifting of Split A.C per unit (dismantling & installation)			
6.	Extra Copper pipe (running meter)			
7.	Extra Drainage pipe (running meter)			
8.	Extra cable (running meter)			
9.	Wooden Frame & installation charges for window AC			
10.	Charges for wall stand/floor stand including fitting for Split AC			
11.	Dismantling of Window AC			
12.	Dismantling of Split AC			
13.	Outdoor Fan Jaali for Split AC			
14.	Remote charges			

**Note: There are approx.555 Window Air-Conditioners, 634 Split Air-Conditioners and 10 Inverter ACs. The quantity of ACs may increase or decrease.**

**\*\*Note: - Financial Bid downloading/uploading only in the prescribed excel format available on the system.**

**For E-Tendering Help/Support in participation or guidance: -**

**Helpdesk No. – 01149606060** or you may contact to below persons for any clarifications

Navneet Mishra – 9560364871

Nehal Akhtar – 8800991855

*(In office hours only)*