

No.D-13011/1/2017-Genl.II
Government of India
Ministry of Social Justice & Empowerment
(Department of Social Justice & Empowerment)

Shastri Bhawan, New Delhi.
Dated 7th December, 2017

TENDER NOTICE

Subject : Annual Contract for hiring of Air Conditioners in the Department of Social Justice & Empowerment .

On behalf of President of India, Department of Social Justice & Empowerment invite Sealed Tender for Annual Contract for hiring of Window and Spilt Air Conditioners in the Department of Social Justice & Empowerment for one year from the date of awarding the contract for the next season i.e. from April 2018 to March 2019. The contract will be for season wise. These ACs are to be installed in Shastri Bhawan and Jeevan Prakash Building, K.G. Marg, New Delhi. The yearly estimated value of the contract is Rs.2.00 lakh(approx.). The details of ACs required to be installed is as under :-

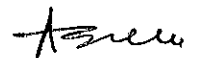
Sl. No.	Details	Quantity
1	Spilt AC	05 Nos.(Five)
2	Window AC	07 Nos.(Seven)

The terms and conditions and other details are given in Annexure.I, II, III & IV.

2. The bids as per Annexure-II and III should be placed in sealed cover super scribed "Quotation for Hiring of Air Conditioners" and the same should be addressed to the Under Secretary(Admn.) and dropped in the Tender Box at Facilitation Centre i.e.Garage No.8, Ground Floor, Near State Bank ATM, Shastri Bhawan, New Delhi, by 3.00 PM on 26.12.2017. The bids received after the stipulated time will not be considered. The bids will be opened on the same day at 5.00 PM in the Room No.623-A, A-Wing, Shastri Bhawan. You or your authorized representative is at liberty to be present at the time of the opening of the bids. The tender document is also available on the web-site of the Ministry of Social Justice & Empowerment i.e.www.socialjustice.nic.in as well as <http://eprocure.gov.in/epublishing/aap>.

3. The period of contract will be initially for one year, if required, extended further up to three years based upon the satisfactory performance of the firms or it can be terminated at any time in case the performance is not found to be satisfactory.

Yours faithfully,



(Asokan P.K.)

Under Secretary to the Govt. of India
Tel.No.23382184

ANNEXURE-I

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Terms and conditions of the tender document of the rate contract for hiring and maintenance of ACs in the Department of Social Justice & Empowerment

- (i) The ACs should be new or in perfect working condition fitted with accessories of very good quality of reputed firms. The machines would be of standard configuration and capacity;
- (ii) The machines will be fitted on stand with plywood on window doors at your firms cost. Glass pans, which will be removed for installation of ACs will be got fitted by you at the time of removal of machines;
- (iii) The mechanic will visit the Ministry on all working days at 9.00 AM to ensure the smooth working of the machines and to attend promptly to any of the malfunctioning noticed or reported. In case the defect is not removed within an hour of the complaint, appropriate deductions in the hiring charges can be made by the Ministry;
- (iv) No extra charges will be given for repairs/maintenance of the machines supplied on hire to the Ministry;
- (v) One half of the amount will be paid after installation of all the ACs to the entire satisfaction of the Ministry and the balance after completion of the contract. In case the contract period is for two/three years, the same will be paid on sixth monthly instalment.
- (vi) You have to get the ACs approved by the Ministry before installation, and disputes, if any, that may arise in respect of the serviceability/workability of Air Conditioners will be settled by the Ministry and its decision shall be final & Binding;
- (vii) The rates quoted should be valid for one year from the date of awarding the contract.
- (viii) The Ministry will not have any responsibility for watch and ward of ACs before or after installation;
- (ix) You are required to submit an earnest money of Rs.3000/- in the form of a Demand Draft in favour of DDO, Department of Social Justice & Empowerment, New Delhi. The earnest money will be refunded to the unsuccessful bidders on the finalization of the contract. The successful bidder will be required to submit Performance Security of the prescribed amount.
- (x) Dispute arising out of the contract would be settled by way of arbitration through an arbitrator nominated by the Ministry with the approval of Additional Secretary. The contract will be interpreted under Indian Laws and subject to the Jurisdiction of Delhi Courts.
- (xi) The Ministry of Social Justice & Empowerment has the right to forfeit the security deposit is full or part in the event of failure on the part of your firm to fulfil the terms and conditions of the contract;
- (xii) The Ministry has the right to accept the whole or part thereof or to reject the tender without assigning any reasons whatsoever.

Asru
7/12/17

ANNEXURE-II

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1	Name of the firm, Postal address and telephone number	
2	Name of the authorized person to sign the tender document	
3	(a) Whether the firm is the manufacturer of any make of the ACs	
	(b) If so, name of the make and the date from which manufacturing.	
4	(a) Whether similar work done for this Ministry or in other Ministries/ Departments in the past	
	(b) If so, year of the contract	

Date :

Place :

Signature _____

Name of the authorized person(s)

Asm 7/12/17

Seal of the firm

ANNEXURE-III

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**COMPREHENSIVE HIRING/INSTALLATION & MAINTENANCE CHARGES
OF AIR CONDITIONERS**

Sl. No.	Item Description	Rates for the period of one year from the date of awarding the contract	
		New AC	Old AC (not more than 3 years old)
1	Air Conditioner 1.5 Ton Window		
2	Air Conditioner 2.0 Ton Window		
3	Air Conditioner 1.5 Ton Spilt		
4	Air Conditioner 2.0 Ton Spilt		

Date :

Place :

Signature _____

Name of the authorized person(s)

Asru 2/12/17

Seal of the firm

ANNEXURE-IV

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PERFORMANCE EVALUATION SHEET

(A)	Details about complaint	
	(i) Room in which the AC installed	
	(ii) Nature of the complaint made	
	(iii) Date on which complaint made	
	(iv) Date on which complaint attended	
(B)	User's certificate about repair/maintenance	
	(a) Whether the complaint was attended to promptly	Yes/No
	(b) Whether repair/maintenance was done satisfactorily	Yes/No
	(c) Name of the person from the firm who attended the complaint	

Date :

Place :

Signature _____

Handwritten signature

Name of the authorized person(s)

Seal of the firm