

Speed Post

Prasar Bharati
(India's Public Service Broadcaster)
All India Radio
7-9, Dayanand Marg
Prayagraj-21101

No. Alld/1(2-2)/2018-19/E

Date: 19-03-2019

M/s

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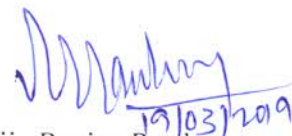
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Subject: Comprehensive Annual Maintenance Contract for Air Conditioners installed at All India Radio, Prayagraj – 211001 (Studio site at Dayanand Marg and Transmitting site at Andawan).

Sir,

The undersigned is directed to invite sealed offers from the reputed and registered firms or their dealers for Annual Maintenance Contract of Air-conditioners installed at All India Radio, Prayagraj – 211001 (Studio/Transmitter sites).

1. The sealed Tender, along with bid security of Rs.5,000/- in the form of Account Payee Demand Draft, from any of the commercial banks in an acceptable form (The Demand Draft/Banker's cheque should be drawn in favour of - "**DDO AIR Allahabad**", should be addressed to the Dy. Director (Engg.), All India Radio, Prayagraj. The Tenderers registered with the Central Purchase Organization and/or National small Industries Corporation are exempted from Bid Security.
2. The Tenders will be received in this office upto **03.00 PM on 15.04.19** and will be opened on the same day **at 03.30 P.M** in the presence of representatives of the participating tenderers who may be willing to be present at the time of opening of tenders. Such persons should reach before **03.30 P.M.** on that day and bring the authority letters from the tenderers concerned on their letter head. The authority letter should also contain signature of the authorized representative duly attested by the authorized signatory of the Tenderers.
3. The terms and conditions attached to this LTE are given in the Annexure-I.
4. The Schedule of Air Conditioners i.e. Make, Model etc. showing, inter alia the format in which rates should be quoted, is given in the Annexure-II.



Rajiv Ranjan Pandey
Assistant Director (Engineering)
for Dy. Director (E)

Prasar Bharati
(India's Public Service Broadcaster)
All India Radio
7-9, Dayanand Marg
Prayagraj-21101

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Terms and conditions :

1. Servicing, Maintenance and Repairing of ACs including all parts, Gas charging, Rewinding of Motors, Replacement/Change of compressor are inclusive in the Comprehensive Maintenance Contract(**In case of failure of Compressor, the new one will be provided by AIR and the firm will replace it at site with Gas Charging**). Maintenance also includes Starting Capacitor, Running capacitor etc. ,Relays, PCBs etc. and are also included in the Comprehensive Maintenance Contract.
2. The firm must have two years experience in maintenance of Air Conditioning system in Govt. Deptt., semi govt. Deptt. Or PSUs and must have sufficient technical staff aged more than 18 years.
3. The envelope containing tender should be super scribed in right hand upper corner as "Tender for AMC of Air Conditioners (Due date **15.04.19**)
4. The tenders should be submitted legibly in English/Hindi
5. The incomplete, vague, unresponsive and late/delayed tenders will not be considered. A tender will be considered unresponsive, where
 - i) It is unsigned or signed without the rubber stamp or authorized signatory of the firm.
 - ii) It is illegible.
 - iii) It is not submitted as per Tender document and any of the terms and condition.
 - iv) The quotations have not been made for all the items.
 - v) The tender is conditional.
 - vi) The tenderer does not agree to any of the terms and conditions specified herein
6. The tenderers should submit a Xerox copy of their PAN Card and GST Registration along with the tender.
7. Quotation once submitted shall not be allowed to be withdrawn till the quotation process for acceptance remains in force.
8. Over-typing or erasing of figures are not allowed.
9. The DD (Engg.)All India Radio, Prayagraj reserves all rights to accept or not to accept one or more quotation or reject all the quotations without assigning any reasons whatsoever.
10. The tenders should be **valid for at least 90 days from the last date of submission** thereof.
11. The Price offered should show the rate/amount of GST and other applicable taxes extra. Tenders quoting price inclusive of taxes, without giving rates/amount of taxes will not be considered.
12. The parts/material used should be of standard make and quality.



Contractors' dated sign with seal

13. The rate should include the cost of transportation for taking the Air Conditioners to workshop and back to All India Radio, Prayagraj after repairs.
14. Preventive maintenance of each air-conditioners should be done once in 3 months.
15. Routine maintenance schedule be followed by the contractor & will be verified by the office.
16. All the required tools etc. will be arranged by the contractors during servicing of ACs.
17. The firm shall provide service on all days (including Saturday/ Sunday)
18. The contract will be for a period of 12 months.
19. The Complaints will have to be attended within 24 hours. Breakdown of Machine/Unit for more than 48 Hrs without any genuine cause will be liable to deduct the payment on prorata basis.
20. Consumables are included in the AMC.
21. The payment will be made on Quarterly basis after satisfactory service rendered by the firm during the 3 Months period. Firm will submit the bill for 1/4th of AMC amount at the end of every 3 months period.
22. In case of any dispute the decision of the DD(Engg), AIR Prayagraj shall be final.
23. In connection with the contract all disputes shall be exclusive and within jurisdiction of Prayagraj court only.
24. AIR will not be any party between firm and its worker in case of any dispute.
25. An indemnity bond on Rs. 100/- non judicial stamp paper by the contractor in case of any eventuality happens with its worker while working.
26. In case the service is not found satisfactory, the DD (Engg.)All India Radio, Prayagraj reserves the right to terminate the contract at any stage.
27. The contractor should pay the losses if any, incurred due to working of his staff at any time during the contract period.
28. On expiry of the contract the firm shall handover all the air-conditioners in perfect working condition to this office failing which liquidated damages, if any, will be recovered from the contractor.
29. TDS/Levies shall be deducted from the contractor's bills as per the Government orders.
30. Harmful chemicals/ Gases/Agents should not be used for cleaning etc. Provision of sufficient safety equipments is the responsibility of firm itself.

N.B. Before quoting rates, the firms may visit AIR Prayagraj during office hours between 11:00 AM and 6:00 PM for inspection of the air conditioners on working days (Monday to Friday except Gazetted Holidays).

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All India Radio
7-9,Dayanand Marg
Prayagraj-21101

No. Allid/1(2-2)/2018-19/E

Dated: 19-03-2019

Quotation Form

Please read carefully the terms and condition in the enquiry form attached to the quotation form.

Subject: Comprehensive Annual Maintenance Contract for Air Conditioners installed at All India Radio, Prayagraj(Studio site at Dayanand Marg and Transmitting site at Andawan).

Last date of receipt of quotation in this office : 15.04.19 up to 1500 hrs.

Quotation opening date and time- 15.04.19 at 1530 hrs.

Sl. No.	Description of the item/ job	Qty.	Unit AMC Cost Excluding GST	GST	Total AMC Cost Including GST
1.	Split Air Conditioners (1.5 TR), Make- Voltas/ LG/ Blue Star/ Hitachi	13			
2.	Split Air Conditioners (2.0 TR), Make- Voltas/ LG/ Blue Star/ Hitachi	08			
3.	Window Air Conditioners (1.5 TR), Make- Voltas/ Carrier/ Lancer	08			
TOTAL in Rupees					

Note: The quantity of ACs may increase or decrease at the time of awarding the contract.

It is certified that we have read and understood the terms and conditions and we accept all the terms and conditions.

Date:
Place:

Signature of the Contractor
(with the seal of the firm)