

**प्रसार भारती**  
**PRASAR BHARTI**  
**(भारत का लोक सेवा प्रसारक)**  
**(INDIA'S PUBLIC SERVICE BROADCASTER)**  
**दूरदर्शन केन्द्र : अहमदाबाद**  
**DOORDARSHAN KENDRA : AHMEDABAD**  
**DRIVE IN ROAD, THALTEJ, AHMEDABAD 380054**



GSTN : 24AAAJP0288R1ZL email: enggstoredkham@gmail.com , Phone : (079)-26859115

### ENQUIRY LETTER

Enquiry No. 1(2)/AC Plant/E(E/S)/AHM/2024-25

Date 12 02 2025

**SUB: ENQUIRY FOR NON COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR EARTH STATION PACKAGE UNIT AT DDK AHMEDABAD**

Due Date For Receipt of Quotation	05.03.2025	Time By : 15.00 Hrs.
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Sir,

Sealed quotations conforming to the specifications are invited for the following items:-

Sr. No.	Description Of Item	Qty.	Specification
1.	<b><u>NON COMPREHENSIVE AMC FOR PACKAGE UNITS and CASSETTE UNITS AT DDK AHMEDABAD.</u></b> <b>(a) VOLTAS MAKE 11 TR – 2 x 5.5 TR (TWIN CIRCUIT ) (EARTH STATION)- 02 Sets.</b> <b>(b) VOLTAS MAKE 5.5 TR (UPS ROOM at EARTH STATION) – 01 No. (Tape Library at Studio) - 01 No.</b> <b>(c) Voltas Make 3.0 Tr Cassette unit – 02 Nos (New Earth Station)</b>	Job work	Please see 'Annexure-I'

The envelope, super scribed as under be sent as per the clause 'A' of general terms and conditions.

QUOTATION No.	
DUE DATE	
ITEM	

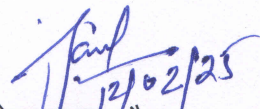
Quotation may please be submitted, keeping in view, the terms and conditions overleaf, otherwise Quotation will be rejected.

**Note:**

(i) Firms or their authorized representatives can attend the opening of bids after closing time i.e. on **05.03.2025 at 15:00 hours.**

(ii) Financial bids should be in sealed covers.

The tender is also available on <https://epublish.gov.in> and <https://prasarbharati.gov.in/pbtenders>

  
 (देवेन्द्र कुमार जैन)

सहायक निदेशक (अभियांत्रिकी)  
 देवेन्द्र कुमार जैन/Devendra Kumar Jain  
 कृत उप सहायक निदेशक (अभियांत्रिकी)  
 सहायक निदेशक (अभि.)/Assistant Director (E)  
 दूरदर्शन केन्द्र/Doordarshan Kendra  
 अहमदाबाद/Ahmedabad-380054.

## GENERAL TERMS AND CONDITION

- A.** The sealed quotation should reach on or before the specified date in the enquiry letter addressed to the **Dy. Director General (E), Prasar Bharati (BCI), Doordarshan Kendra, Drive in Road, Thaltej, and Ahmedabad-380054.**

**THE COVER SHOULD BE SUPERSCRIBED WITH THE FOLLOWING:**

- a. Reference to letter of enquiry.
  - b. Due date of opening quotation.
  - c. SITC for which quotations are enclosed
- B.** This office takes no responsibility for delay, loss or non-receipt of quotations/documents sent by post where as reserves the right to accept or reject any part of the tender without assigning any reasons.
- C.** Corrections if any must be attested. All rates shall be indicated both in words as well as in figures, where there is a difference between rates quoted in words and figures, rate quoted in words will prevail. The firm has to submit the signed copy of the Terms and Conditions along with the quotation. The submission is for the acceptance of the general terms and conditions without which the quote would be rejected.
- D.** Forward your quotation along with the authorization letter from the manufacture/ Authorized Dealer.
- E. RIGHT OF ACCEPTANCE:**  
This office reserves the right to reject the lowest tender or any or all the tenders without assigning any reason whatsoever.
- F. QUOTATIONS VALIDITY:**  
Quotation should be valid for a minimum period up to 6 Months.
- G. QUALIFYING BID:**  
The vendor may quote separate rates for accessories, but while awarding winner, total cost of the tender will be taken into consideration. (i.e. L1 will be decided on total cost of the system).
- H. GURANTEE TERMS:**  
The supplier should provide warrantee/guarantee for minimum one years and onsite support. Any parts failing during the guarantee period shall be repaired /replaced free of charge by the supplier at the installation site.
- I. Qualification Criteria :**
1. Bidder should have experience of minimum three years in the field of maintenance of package/Cassette AC units. Details of experience must be enclosed.
  2. The bidder should have valid GST Registration / PAN number. It is required to mention GST/ PAN Number and must enclose copy of the registration.



**J. PRICE & STATUTORY DUTIES:**

1. It should be mentioned specifically whether the price quoted includes all taxes and duties.
2. GST or other duties and levies where legally leviable and intended to be claimed should be distinctly and separately mentioned in the quotation. Where it is not done no claim for GST will be admitted at any later stage and no ground whatsoever.
3. GST registration No. and date of its validity should be mentioned.
4. This office will not issue any Form such as 'C', 'D' etc.

**K. PAYMENT TERMS:**

1. Payment will be made, after completion of work in good condition and submitting the invoice for the same. No advance payment will be made.
2. Payment would be in Indian Rupees by NEFT / RTGS.
3. Payment would be made in the name of company.
4. Payment would be made after every quarter.

**L. COMPLIANCE TO ANNEXURE -I**

- a) Compliance statement in respect of all the points laid down in this Specification is to be enclosed along with the offer in the format given below.
- b) Compliance statement in the format mentioned below shall only be accepted.
- c) The manufacturer/dealer should also record the performance figures of their equipment offered in the quote for which the compliance statement is enclosed. The figure so mentioned should be supported by record of these in the technical literature enclosed with the tender and reference to the page number of enclosed literature for all features and technical specifications should be mentioned in the compliance Statement. Any deviation from the specification detailed in the compliance statement is to be highlighted separately.

Sl.No Of DD specs	DD specs	Compliance	Performance Fig. of Equipment Offered	Reference to the Page no. enclosed literature	Deviation in Case of non compliance	Optional Items if any required .to make the system compliant to DD specs	Features in the offered product which exceeds DD Specs

**M. ENCLOSURES:**

The firm must submit the following enclosures along with the tender.

- 1) Financial bid with all quoted items as per Annexure I.
- 2) Compliance statement with respect to all the points of the specifications in Annexure-I.
- 3) Signed copy of general terms and condition by the authorized person. Printed terms and conditions of tendering firms will not be considered as forming part of their tender.
- 4) Any other document mentioned elsewhere in the tender document.

The tender is liable to be rejected in the absence of the above enclosures with the sole responsibility of the tenderer.

**N. THE TENDERER CAN SUBMIT THEIR BIDS IF THEY CAN PROVIDE THE ABOVE SERVICES.  
ACCORDINGLY THE WORK ORDER WILL BE ISSUED TO THE L1 BIDDER.**

**O. Completeness of the work**

The contractor should be self sufficient to complete the work with the satisfaction services for the tenderer. Any short coming noticed at any stage is liable for the tender to be rejected, with the sole responsibility of the tenderer.



**CHECK LIST**

Please ensure to check the following before submitting quotation otherwise, quotation will be liable for rejection:

1	Price	Price quoted both in figures and words are correct. However price quoted in words will prevail, if there is any difference.
2	Validity of offer	Up to 6 Months
3	Payment terms quoted	No advance/part payment will be made. Payments will be done after every quarter on satisfactory completion of work. If accepted by this office, payment will be made in INR only. As per clause K of GTC.
5	Delivery period	The work is to be completed within time frame from the date of work order. Period of Contract will be for One Year
6	Packing & forwarding charges.	Should be clearly indicated. Mentioning "EXTRA" will not be acceptable. Delivery is to be made at <b>Doordarshan Kendra, Drive In Road, Thaltej, Ahmedabad-54</b>
7	Payment of statutory levies/ Taxes	Levis/Taxes if any are to be clearly mentioned.
8	Compliance	Compliance as per clause 'L' confirming to technical Specification of Annexure-I.
9	Enclosures	As per clause "M" of GTC



**Scope of work:**

**Package Unit:**

1. VOLTAS MAKE 11 TR Package unit – 2 x 5.5 TR (TWIN CIRCUIT )  
(EARTH STATION) ----- -- 02 Set.
2. VOLTAS MAKE 5.5 TR Package unit  
(UPS ROOM at EARTH STATION) -- 01 No.  
(Tape Library at Studio) -- 01 No
3. Voltas Make 3 Tr. Cassette unit -- 02 No  
(New Earth Station hall)

**Technical specifications of Package Unit:**

Type of Package unit: Central Package Unit

Details of Package Unit: (A) VOLTAS MAKE 11 TR – 2 X 5.5 TR (TWIN CIRCUIT)  
(EARTH STATION)- 02 Sets.

(B) 5.5 TR VOLTAS MAKE – Total 2 Nos.

(a) (UPS ROOM at EARTH STATION) – 01 No.

(b) (Tape Library at Studio) - 01 No.

Details of Cassette Unit: (C) 3.0 TR Cassette Unit – 02 No  
(Earth Station)

Refrigerant Gas: For (A) R 407, (B) (a) R 407, (b) R-22, (C) R-32

No. of Indoor Unit: (A) 02 Nos., (B) (a) 01 No, (b) 01 No, (C) 02 Nos.

Compressor Type: Scroll Type

Model of Compressor: DC555 for Package Units

Type of Blower: Centrifugal forward curved fan

Condenser Type: Fins Designed Air Cooled

Note: It is advised that bidder may inspect the site before submitting the Tender and clearly understanding the exact scope of the work.

## **SCOPE OF SERVICE: (COVERED UNDER AMC)**

### **Monthly Work:**

#### **Monthly inspection and service of package / Cassette AC unit as details below.**

1. Check & Clean air filters & coils of condensers.
2. Checking of Refrigerant system
3. Maintain electrical controls & power distribution panel of packaged units.
4. Checking fan bearing for wear and tear.
5. Check condition of V-Belt and adjust its tension and replace with new one (Supplied by Office) if required.
6. Checking of thermal insulations and clean the drainage of sweat water.

### **Quarterly Work:**

#### **Quarterly inspection and service of package / Cassette unit as details below.**

1. Check Compressor mounts for any undue vibrations of cracks, Replace mount if necessary.
2. Check operation of overload, HP/LP Cutouts, Single Phase Preventer and check thermostat Operation.
3. Check operating pressure of compressor.
4. Clean condenser / evaporator coil with chemicals.
5. Carryout leak test for refrigerant.
6. Lubricate fan motors.
7. Align pulleys and check level of shafts.

**In addition to above, if breakdown occurs, firm has to attend the faults on call basis as and when required, it includes labour charges involved in leakage testing, gas charging, compressor replacement and related works.**

**Bill Of Material :**

Sr. No.	Description	Qty	Unit Price	Total Rs.
01	<b><u>NON COMPREHENSIVE AMC FOR PACKAGE UNITS and CASSETTE UNITS AT DDK AHMEDABAD.</u></b>  (A) VOLTAS MAKE 11 TR – 2 x 5.5 TR (TWIN CIRCUIT ) (EARTH STATION)- 02 Sets.  (B) VOLTAS MAKE 5.5 TR (UPS ROOM at EARTH STATION) – 01 No. ( Tape Library at Studio) - 01 No.  (C) Voltas Make 3.0 Tr Cassette unit – 02 Nos (At New Earth Station hall)	Job Work		
			GST @	
			Grand Total	

