

D-13012/1/2007/GA(iii)  
Government of India  
Ministry of Heavy Industries & Public Enterprises  
Department of Heavy Industry  
(GA Section)

Udyog Bhavan, New Delhi  
Dated 1<sup>st</sup> February, 2010.

To

Subject: Contract for comprehensive maintenance of Air-Conditioners in Department of Heavy Industry.

Sir,

I am directed to invite sealed quotations for the maintenance of about 32 split air conditioners and 76 window type air-conditioners. The tender offers in sealed covers should be submitted to the undersigned as per sheet enclosed at annexure upto 3.00 p.m. on 15<sup>th</sup> February, 2010 alongwith earnest money deposit of Rs.10,000/- (Rupees Ten thousand only) in the form of a Demand Draft/FDR in favour of DDO, Department of Heavy Industry. The firm, if so desire, may inspect the machines before quoting the rates. The inspection may be done with the prior permission of the officers where the machines are installed. A list of the machines may be obtained from the General Section of this Department. The inspection may be completed before 10<sup>th</sup> February, 2010. The total expenditure on repairs on all the machines, if any, may be quoted separately. The tenders would be opened on the same day i.e. 15.02.2010 at 4.00 p.m. in Room No.15, Udyog Bhavan. The representative of the firm may be present at the time of opening of the tenders, if so interested. The terms and conditions of the contract will be as under:-

1. The contract will be initially for one year but can be extended upto a period of three years if the service provided is found satisfactory. The contract may, however, be terminated at any time without assigning any reason. The contract will be Full Comprehensive annual maintenance service contract including replacement of compressors and replacement of all parts as and when required viz. relay circuit, running capacitor, starting capacitor, all kinds of motors, fans, wiring, gas fillings, thermostat, nob set, canicitor, fan motor/fan blade/blower, all switches, wiring, plugs, welding, remote, if any etc. No payment towards replacement of any parts whatsoever will be made during the currency of the contract. The contract will also include comprehensive service and maintenance of the stabilizers attached with the air-conditioners including replacement of parts, if required. The parts to be replaced in the air-conditioners/stabilizers should be genuine and of original make failing which the contract will be cancelled, security deposit forfeited and legal action will be taken against the firm.

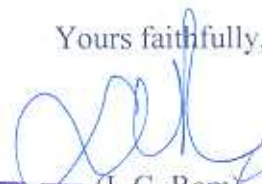
2. On the expiry of the contract, the firm should ensure that all the Air-conditioners are in good working condition failing which the security denosit will not be released.

  
लाल चन्द शर्मा/L. C. Sharma  
अवर सचिव/Under Secretary  
भारी उद्योग एवं सार्वजनिक उपक्रम विभाग  
Ministry of Heavy Industries & Public Enterprises  
उद्योग भवन, नई दिल्ली/Udyog Bhavan, New Delhi

3. Taxes, if any may be quoted separately, failing which no amount towards any tax will be paid.
4. The firm should submit experience and references of satisfactory work performance from the past as well as current customers including at least two Government Departments.
5. The firm would be registered with Income Tax Department, Department of Value Added Tax of NCT Delhi and Central Excise Department for Service Tax and a certificate to this effect should be enclosed.
6. Two qualified engineers of the firm will required to be present in this Department on all working days and if need be on holidays also. These engineers will report to GA Section daily for obtaining complaints.
7. All the complaints should be attended to within one hour from the time of the complaint. In case the air-conditioner is required to be taken to the workshop for any major repair, the same would be taken with the permission, and after getting repaired the same should be returned to Department within 24 hours. If there is any failure on the part of the contractor, he would be liable to penalty charges @Rs.100/- per hours on the first day and Rs.200/- per hour on the subsequent day(s). This amount would be deducted from the monthly bill of the firm.
8. The awardee of the contract will have to deposit Rs.20,000/- in advance for due and satisfactory execution of the contract as security deposit in the name of DDO, Department of Heavy Industry by way of FD/DDR.
9. All the air-conditioners should be regularly serviced and cleaned on monthly basis and a certificate to this effect may be obtained from the user and enclosed with the bills.
10. In case of violation of the above terms of the contract, the security deposit would be forfeited.
11. The Department is not bound to accept the lowest rate and reserves the right to reject/any/all offers without assigning any reasons.
12. The earnest money deposit will be returned after the contract has been finalized and contractor selected.

Accordingly, you may, if interested, send your quotations in sealed covers to the undersigned before 3.00 p.m. 15.02.2010 alongwith earnest money deposit of Rs.10,000/- (Rupees Ten thousand only) in the form of DD/FDR in favour of DDO, Department of Heavy Industry.

Yours faithfully,



लाल चन्द (L. C. RAM)

Under Secretary to the Government of India

भारी उद्योग एवं लोक उद्योग मंत्रालय

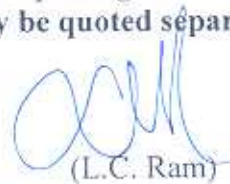
Ministry of Heavy Industries & Public Enterprises

website of DHI.

**LIST OF ITEMS FOR AWARD OF CONTRACT FOR THE  
REPAIR/MAINTENANCE OF THE AIRCONDITIONERS.**

S.No.	Name of item	Rate quoted (in Rupees)
A	<b>WINDOW TYPE AIR-CONDITIONERS</b>	
1.	Full Comprehensive annual maintenance service contract including replacement of compressor and replacement of all parts as and when required viz. relay circuit, running capacitor, starting capacitor, all kinds of motors, fans, wiring, gas filling, thermostat, knob set, canicitor, fan motor/fan blade/blower, remote, all switches, wiring, plugs, welding, if any, etc. <b>The contract will also include comprehensive service and maintenance of the stabilizers attached with the air-conditioners including replacement of parts, if required.</b>	
2.	Installation charges This will include labour and cost of material	
3.	Shifting charges This will include labour and cost of all material.	
B.	<b>SPLIT AIR-CONDITIONERS</b>	
1.	Full Comprehensive annual maintenance service contract including replacement of compressor and replacement of all parts as and when required viz. relay circuit, running capacitor, starting capacitor, all kinds of motors, fans, wiring, gas filling, remote, thermostat, knob set, canicitor, fan motor/fan blade/blower, all switches, wiring, plugs, welding, if any, etc. <b>The contract will also include comprehensive service and maintenance of the stabilizers attached with the air-conditioners including replacement of parts, if require.</b>	
2.	Installation charges This will include labour gas refilling and cost of all material including copper pipe upto 5 meter.	
3.	Shifting & Installation charges. This will include labour, Gas refilling and cost of all material including copper pipe upto 5 metre.	

The firm, if so desire, may inspect the machines before quoting the rates. The total expenditure on repairs on all the machines, if any, may be quoted separately.

  
(L.C. Ram)

Under Secretary to the Government of India

लाल चन्द राम/L. C. RAM  
अवर सचिव/Under Secretary  
भारी उद्योग एवं लोक उद्यम मंत्रालय  
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