

Prasar Bharati
(India's Public Service Broadcaster)
All India Radio
18, Vidhan Sabha Marg
Lucknow-226001

No.LKO-7(19)/2017/A.C./AMC

Date:21-01-2019

M/s (AIR - Website)

.....

.....

Subject: Award of Comprehensive Annual Maintenance Contract for Air
Conditioners installed at All India Radio, Lucknow (Office Block).

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 Lucknow.

1. The sealed Tender, along with bid security of Rs.5,000/- in the form of Account Payee Demand Draft, FDR, Banker's Cheque or Bank Guarantee from any of the commercial banks in an acceptable form drawn in favour of - "DDO AIR Lucknow", should be addressed to Station Director, All India Radio, Lucknow. The Tenderers registered with the Central Purchase Organization and/or National small Industries Corporation are exempted from Bid Security.
2. The Tenders will be opened by this Office on **04-02-2019 at 04.00 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 04.00 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.


K.M Rastogi

Sr. Administrative Officer
for Station Director/ Head of Office

All India Radio Lucknow

No...LKO-7(19)/2017/A.C./AMC

Terms and conditions:

1. Servicing, maintenance and repairing of ACs including all parts. Gas charging, rewinding of Motor/Compressor, replacement/change of compressor and replacement of body all are inclusive in the Comprehensive Maintenance Contract, Maintenance also includes providing of a coating of rubber paint on the base and vital parts of ACs. Starting Capacitor, running capacitor etc. and relays are also included in the Comprehensive Maintenance Contract.
2. The firm must have two years experience in maintenance of air conditioning system in Govt. depts, semi govt. depts. 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 04-02-2019)
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 Notice Inviting Tender 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 copy of their PAN Card and sale/service Tax Registration along with the Quotation.
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 Station Director, All India Radio, Lucknow 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 VAT 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.
13. The rate should include the cost of transportation for taking the Air Conditioners to workshop and back to All India Radio, Lucknow 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 the service on all working days (during working hours) 9:30 AM to 6:00 P.M.
18. The contract will be for a period of 12 months.

19. The Complaints will have to be attended within 24 hours.
20. Consumables are included in the AMC.
21. The successful bidder/firm shall execute and submit a Bank Guarantee of Rs.5000/- from Commercial Bank by way of Performance Security which shall stand forfeited if the firm fails to execute the work assigned to them. Performance Security can also be deposited in the form of Account payee demand Draft or Banker's cheque of any commercial bank drawn in favour of "DDO AIR Lucknow".
22. The payment will be made after satisfactory service and completion of the AMC against bill duly pre receipted.
23. In case of any dispute the decision of the Head of Office, AIR, Lucknow shall be final.
24. In connection with the contract all disputes shall be exclusive and within jurisdiction of Lucknow court only.
25. AIR will not be any party between firm and its worker in case of any dispute.
26. An indemnity bond of Rs. 100/- on non judicial stamp paper should be submitted by the contractor in case of any eventuality happens with its worker while working.
27. In case the service is not found satisfactory, the Head of Office, All India Radio, Lucknow reserves the right to terminate the contract at any stage and the bank guarantee will be forfeited.
28. The contractor should pay the losses if any, incurred due working of his staff at any time during the contract period.
29. 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.
30. TDS/Levies shall be deducted from the contractor's bills as per the Government orders.

Note Before quoting rates, the firm may visit AIR Lucknow 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).

Contractor dated sign with seal

Annexure-II**All India Radio Lucknow****18, Vidhan Sabha Marg , Lucknow-226001**

No...LKO-7(19)/2017/A.C /AMC

Subject: Award of **Comprehensive Annual Maintenance Contract** for Air Conditioners installed at All India Radio, Lucknow (Office Block).

Date of opening -04-02-2019Format for quotation

Sl. No.	Description of the item/ job	Qty.	Unit AMC Cost Excluding Tax	Tax	Total AMC Cost Including Tax
I Comprehensive AMC for Split Air Conditioners (2T)					
1	Voltas, 2T	03			
	Total	03			
II Comprehensive AMC for Window A/C (1.5T)					
1.	Voltas/Godrej/Carrier, 1.5 Ton	33			
	Total	33			
Grand Total					

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

Date:
Place:

Sign.of Contractor
(with the seal of the firm)