

NOTICE INVITING TENDER

Institute of Life Sciences, Bhubaneswar Odisha invites sealed tender from reputed Firms/Suppliers/Manufacturers/individuals for **Routine Maintenance of AC package Units (Split, Window & Cassette ACs)** at its Office Complex, Bhubaneswar, as per specification given below. The tender papers are available in the website of the Institute at www.ils.res.in. Interested agencies may download the tender papers, complete the same and send the same to the undersigned as so to reach the undersigned on or before **14.04.2015** up to 3.00 PM. The tenders will be opened on the same day at 3.30 PM in presence of the intending bidders or their authorized representatives. The tender envelope containing quotation shall be super-scribed as **“Quotation for Maintenance of Package AC units “** and addressed to the Director, Institute of Life Sciences, Bhubaneswar, Odisha, 751023. Tenders received after due date & time will not be entertained. Institute is not responsible for any postal delay. Incomplete or conditional tender is liable for rejection. The authority reserves the right to accept / reject any or all the tenders without assigning reasons thereof.

SI. No	Particulars	Qty.
1	Routine Maintenance of AC package Units (Make: LG, Samsung, Carrier etc. of rated capacity from 1 TR up to 2.5 TR)	100 Nos.

The bidder is advised to visit and inspect the site of works and its surroundings and obtain for himself on his own responsibility all information that may be necessary for preparing the bid. The costs of any such visits/ site inspections shall be entirely at the bidder's own expense.

The quotation for the **works** should be submitted in proper format as per ANNEXURE-I.

General Terms and Conditions:

1. The agency should be in possession of valid **Licence / Registration / Authorization** for Air-conditioning supply / Installation / Maintenance works.
2. The rates quoted shall include all applicable taxes and **warranty** for maintenance / servicing up to 06 months from date of servicing.
3. The work will be executed based on the specification as stated in the tender document.
4. Work should be completed within fifteen days after receiving of order for execution.
5. For any deviation / extra items, same is to be considered as per market price, however before procuring the items approval may be obtained from competent authority of ILS.
6. Mode of payment: The amount agreed will be paid after successful completion of works & as per **actual measurement**. Income Tax, Sales Tax etc. shall be deducted from the payment to be made as per the existing law. **10% of bill amount shall be retained as Security Deposit**, for which no interest will be paid. This security deposit shall be returned after successfully

completion of the maintenance period of six months after completion of the work. In case of payment related disputes, the same may be settled by both the parties / Director.

7. That in case of any violations of the terms & conditions the order may be terminated by issue of notice in writing.

8. No extension of time will be allowed, if the above work is not completed within the stipulated time. ILS reserves the right to get it completed through any other source without sending any intimation to the contractor.

9. After completion of works, agency shall clean the site and remove debris (that associated to their works) from the site to outside of ILS campus.

10. That agency has to submit **work experience certificate** for similar nature of works from any Govt. / PSU / Pvt. Ltd organizations.

11. That regarding the interpretation of any clause in this order, the decision of the Director, ILS shall be final and binding on the agency.

The Authority of Institute of Life Sciences or any other person(s) authorized by him/her on his/her behalf **reserves the right to accept any, in full or in part, or reject any or all the tenders** without assigning any reasons thereof and no correspondence in this respect will be entertained.

Administrative Officer

Enclosure:

- a) ANNEXURE - I

Copy to:

1. Notice board
2. ILS, website
3. www.tender.Gov.in

ANNEXURE-I

To,
The Director,
Institute of Life Sciences,
Bhubaneswar
Odisha (751023)

Sub: Submissions of Quotations for “Routine Maintenance of AC package Units (Split, Window & Cassette ACs)”at Institute of Life Sciences, Bhubaneswar.

Ref: Tender Notice No: -----, dated -----

Sir,

With reference to above, I/We hereby submit the quotation for **Routine Maintenance of AC package Units (Split, Window & Cassette ACs) at your office.**

SL NO	Description of Item	Unit	Qty.	Rate Rs.	Amount Rs.
1	<p>Scope of Servicing: A: <u>Outdoor units of AC</u> Cleaning of condenser coil (i-e by using water or any suitable means), Servicing of Fan motor & if required replacement of bearings, Cleaning / replacement of all the connectors or contact point wherever required, Checking / tightening of mountings i-e compressor, condenser & outdoor unit. B: <u>Indoor unit of AC</u> Dismantling of Indoor unit, cleaning of cooling coil, Servicing of rotor motor, oscillation motor, Checking / repairing / replacement of Display PCB & Main PCB etc. C: <u>Allied works</u> 1. Topping up of refrigerant (R 22 gas) up to desired limit (i-e 7-8 amp for 1.5 TR & 9-10 amp for 2 TR) 2. Providing insulation, insulation binding tape as per requirement at site. 3. Replacement of Capacitors if required</p>	Each	100.00	1075.00	107500.00

*All charges include man, material and taxes.

Work will be done according to the direction of Engineer in charge, Institute of Life Sciences, Bhubaneswar.

I hereby quoted my rate _____ % above / below / at par of the estimated cost of Rs.1, 07,500.00 (One Lakh Seven thousand five hundred) only.

Date:
Place:

Signature of the bidder

N.B. - The successful bidder 'will ordinarily be decided on the basis of lowest quote for the work. However, other factors may also be considered for deciding the successful bidder.

