



सत्यमेव जयते

भारत सरकार / Government of India

श्रम एवं रोजगार मंत्रालय / Ministry of Labour & Employment

खान सुरक्षा महानिदेशालय / Directorate General of Mines Safety



No. D-21014/140/2019/S&T(HQ)/304 Dhanbad, dated 24/05/2019

NOTICE INVITING TENDER

Sub: Quotation for AMC of Window & Split Air Conditioners installed at Directorate General of Mines Safety, Dhanbad.

Sir,

Sealed quotations are invited for Annual Maintenance Contract (AMC) of 44 nos. window and 49 nos. split Air-conditions of 1.5 / 2.0 tonne capacity installed in different sections of DGMS HQ and Central Zone, Dhanbad, excluding compressor replacement.

Bidders may inspect the above said Air Conditioners by visiting the office on working days with intimation to the undersigned.

The bids are to be submitted in **Two Bid Pattern** i.e. **Technical Bid** and **Price Bid** distinctly marked and duly superscribed **with tender notice ref. No., due date**. Techno-Commercial Bid should have **NO MENTION** about any quotable price of the item. Bids not received in accordance with the above are liable to rejection.

Annexure – A of the Notice Inviting Tender contains terms and conditions,

Annexure – B1 contains proforma and list of documents to be submitted in Technical bid and **Annexure – B2** contain proforma to be submitted in Price bid.

Technical Bid and Price Bid are required to be submitted on the official letter pad of the Firm and duly authenticated and stamped on each page thereof.

Earnest Money Deposit (EMD): **Rs. 7000/-**

All offers should be valid for at least **90 days** from the date of receipt of tender.

Issue of Tender Document: From the date of publication of this tender notice to date of acceptance of offer.

Last date of Acceptance of Offers / Tenders: **07th June, 2019 upto 16.00 Hrs.**

Opening Technical Bid: **07th June, 2019, 16.00 Hrs. onwards.**

Opening of Price Bid: **13th June, 2019, 16.00 Hrs onwards.**

The bids should be addressed to Director of Mines Safety(S&T), DGMS, Viksah Bhawan, Dhanbad (Jharkhand) -826001. Incomplete quotations are liable for rejection and quotations received after due date and time shall not be opened. The Director General of Mines Safety shall have no responsibility for delay or non receipt of tender documents sent by post.

Director of Mines Safety (S&T)
DGMS, Dhanbad

Encl: As above

NOTE TO TENDERERES

1. The period of annual contract shall be for one year from the date of award of the contract.
2. The maintenance / servicing include oiling, cleaning, greasing, gas charging and changing of air filters and other spares except Compressor.
3. GST number and PAN must be mentioned, otherwise quotation may not be accepted.
4. In case the bidder is exempted from Service Tax, the documentary proof of such exemption from Govt. authority must be attached. Mere statement, that one doesn't have Service Tax registration number for his annual turnover is below the exemption limit of tax, shall not be accepted.
5. The rates may be quoted mentioning applicable taxes. If taxes are not mentioned separately, it will be presumed that the price quoted is inclusive of all taxes.
6. Earnest money deposit in form of bank draft/ pay order in favour of Pay & Account Officer, Director General of Mines Safety, DGMS, DHANBAD, INDIA is required to be submitted by bidders other than those registered with DGS&D, any Govt. department or any Lab / Estt. along with their quotation. If a bidder withdraws or derogates from the tender in any respect within the period of validity of his tender then EMD will be forfeited. Bidders registered with any of the above organization must submit the proof of registration to avail exemption from EMD. Demand Draft/ pay order should be enclosed with Technical Bid.
7. The firms possessing at least one year experience in "Annual Maintenance Contract" of air conditioners in any government establishment, PSU or Educational institution shall only be eligible. The bidders shall submit copy of work order(s) and performance certificate issued by the concerned organization(s) as documents in support of their experience.
8. All offers should be valid for at least 90 days from the date of receipt of tender.
9. All certificates and documents as required in the NIT shall be duly authenticated and stamped.
10. Any financial loss caused due to damage of any part of the ACs by the contractor would be deducted from the bills payable to him.
11. The contractor, entering into the AMC, shall depute qualified and experienced mechanics for upkeep and maintenance of the ACs. Calls should be attended promptly and within a reasonable time frame.
12. Whenever an AC or any part thereof need to be taken out by the mechanic for maintenance/repair to the workshop, necessary permission shall be obtained by him, and no extra charges will be paid for this work.
13. Payment of AMC charges will be made on half yearly basis on submission of the bill.
14. The firm shall have to attend all complaints regarding ACs under maintenance contract installed at HQ (Main & Annex Building), Vikas Bhawan, Workshop Building and Central Zone Building and it shall be rectified within two days from the date of complaint.
15. No increase in amount shall be considered at all during the full period of AMC except for revision in any taxes as per Government policy. No any other charges will be payable like transportation, fare, etc. for providing the services under AMC.
16. The job shall be entrusted on the basis of "As is where is".
17. DGMS reserves the right to terminate the contract at any point of time during the tenure of contract, if the services are not found satisfactory, or if the contractor dishonors the contract. The decision of DGMS in this regard shall be final and binding upon the contractor.

DIRECTOR GENERAL OF MINES SAFETY, DGMS, DHANBAD, INDIA RESERVES THE RIGHT TO ACCEPT OR REJECT ANY TENDER EITHER IN WHOLE OR IN PART WITHOUT ASSIGNING ANY REASONS WHATSOEVER.

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24/5

Performa for Technical Bid

- Reference No. of NIT :
- Name of the Firm :
- Name of Proprietor :
- PAN No. :
(Enclose self certified copy of PAN Card)
- GST No. :
- TRADE License :
(Enclose self certified copy of Goods Service tax(GST) reg. Certificate. In case the bidder is exempted from Goods Service Tax(GST), the documentary proof of exemption from Goods Service tax (GST) from Govt. authority must be attached.)
- Earnest Money Deposit (EMD) : Rs.....DD/pay order No.
.....
(Enclose bank draft/ pay order)
- Details of past experience and Certification in "Annual Maintenance Contract (AMC)" of ACs in any Govt. Establishment, PSUs or Educational Institution :

| Sl. No. | Name of organization where worked | Nature of Work | Duration of work experience | Remarks |
|--------------|-----------------------------------|----------------|-----------------------------|---------|
| | | | | |
| | | | | |
| | | | | |
| Total | | | | |

- Validity of the offer:
 - Any other details:
10. Details of documents enclosed:

- 1.
- 2.

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Certified that the information provided above are true and correct to the best of my knowledge.

Signature and Seal
of the Proprietor / Bidder

Date :

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24/5

Performa for Price Bid

1. Reference No. of NIT :
2. Name of the Firm :
3. Name of Proprietor :

Price Bid:

The bidders are required to quote their ROCK BOTTOM RATES. The rate shall be quoted by the bidders in the following format.

| Sl No. | Description of Service | Rate for AMC per AC (In Rs.) | GST @__% (In Rs.) | Total Amount for 93 number ACs (In Rs.) |
|--------|---|------------------------------|-------------------|---|
| 1. | AMC of 44 numbers of Window & 49 numbers of Split AC of 1.5 / 2.0 tonne capacity of DGMS, (HQ), including Annex building, Vikash Bhawan, Workshop Hall and Central Zone building, excluding compressor replacement. | | | |

Signature and Seal
of the Proprietor / Bidder

Date :

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