

**GURU GHASIDAS VISHWAVIDYALAYA,
BILASPUR (C.G.) 495009**



(A Central University Established by the Central University Act, 2009 N0.25 of 2009)

Engineering Section- Phone 260207

Tender Notice No 06/Engg./2010, Dt. 08/01/2010

TENDER-FORM

NAME OF WORK

**A.M.C. & REPAIRING FOR
AIR CONDITIONAR
&
WATER COOLER & COOLER**

Name Of Contractor

Due date of receipt of Tender 30-01-2010

Up to 3.00 p.m.

(Only by Registered post/speed post services)

Cost of Tender Form

1000/-

(कृपया निविदाकर्ता प्रत्येक पृष्ठ पर सील लगावें एवं हस्ताक्षर करें)

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APPENDIX

- 01- Name of work : AMC & Repairing for A.C./Water Cooler/Cooler
- 02- Amount of Contract : Rs 7.00 Lakhs
- 03- Earnest money : Rs. 21,000/-
- 04- Period : For One Year
- 05- Date of Tender : 30-01-2010

UNIVERSITY ENGINEER
Guru Ghasidas Vishwavidyalaya
Bilaspur (C.G.)

REGISTRAR
Guru Ghasidas Vishwavidyalaya
Bilaspur (C.G.)

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CERTIFICAT OF TENDER FORM

It is hereby certified that:

- 01- This tender form contains 16 of pages from SI. No. 01 to 16 including this page.
- 02- The last date & time for issue of the tender form to the eligible contractor according to notification 06/ Engineering/2010/dated 08-01-2010 Of this tender form.
- 03- Sealed tenders should reach the office chamber of the under signed latest by 3.00 P.M. on dated 30-01-2010 And shall be opened on same working day at 4.00 p.m.
- 04- No word sentence is being corrected/inserted, omitted or overwritten in this tender form/discount.

UNIVERSITY ENGINEER
Guru Ghasidas Vishwavidyalaya
Bilaspur (C.G.)

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CERTIFICATE OF TENDER FORM

This tender form is issued to M/s. on payment of the cost of tender form/document amounting to Rs. 1000/- (Rupees One Thousand only) received vide Bank of Draft No. / receipt no. dated who is found eligible for issue of tender as per his application dated accompanied with copies of necessary certificate as required in the press notification of tender notice.

Date of issue:

UNIVERSITY ENGINEER
Guru Ghasidas Vishwavidyalaya
Bilaspur (C.G.)

REGISTRAR
Guru Ghasidas Vishwavidyalaya
Bilaspur (C.G.)

गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ0ग0)

क्र. 06/यां0/2010 बिलासपुर,

दिनांक 08/01/2010

गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ0ग0) की ओर से निम्नलिखित सामग्री प्रदाय/कार्य हेतु दिनांक 30/1/10 को 3.00 बजे तक रजिस्टर्ड/स्पीड पोस्ट के माध्यम से ही मुहरबंद निविदा आमंत्रित की जाती है। निविदा प्रपत्र दिनांक 13/01/10 से 27/01/10 तक किसी भी कार्यालयीन दिवस पर विश्वविद्यालय यंत्री, गुरु घासीदास विश्वविद्यालय के कार्यालय में आवेदन पत्र के साथ आयकर, वाणिज्यकर, सर्विस कर उपयुक्त श्रेणी में ठेकेदारी पंजीयन/अधिकृत विक्रेता/अनुभव प्रमाण पत्र प्रस्तुत कर प्राप्त किया जा सकता है, परंतु ऐसे निविदा प्रपत्र मूल्य की राशि 1000.00 डी.डी. के रूप में निविदाकर्ता को निविदा के साथ जमा करना होगा। निविदा दिनांक 30/01/10 को सायं 4.00 बजे प्रशासनिक यंत्री कार्यालय से कार्यालयीन दिवसों में संपर्क कर प्राप्त की जा सकती है। निविदा प्रपत्र की राशि रू0 1000.00 डी.डी. (वापसी योग्य नहीं) के रूप में (कुलसचिव के नाम से देय) ली जावेगी।

क्र.	कार्य का नाम	ठेके की अनु. राशि	अमानत राशि	समय अवधि	ठेकेदार की श्रेणी
1	जल प्रदाय मरम्मत/सेने. फीटिंग सामग्रियों प्रदाय कार्य	10 लाख	30,000	01 वर्ष के लिये	अधिकृत /डिस्ट्रीब्यूटर/ निर्माता फर्म
2	भवन निर्माण सामग्री प्रदाय कार्य	04 लाख	12,000	—”—	—”—
3	कारपेटरी सामग्री प्रदाय कार्य	05 लाख	15,000	—”—	—”—
4	रंग-पेंट सामग्रियों प्रदाय कार्य	10 लाख	30,000	—”—	—”—
5	विद्युत सामग्रियों प्रदाय कार्य	15 लाख	45,000	—”—	—”—
6	ए.सी./वाटर कूलर का (AMC) एवं कूलर रिपेयरिंग कार्य	07 लाख	21,000	—”—	अनुभवी फर्म
7	सबमर्सिबल पंप प्रदाय एवं मरम्मत कार्य	03 लाख	9,000	—”—	पंप के डीलर
8	लिलोनियम फ्लोरिंग कार्य	03 लाख	9,000	—”—	अधि.डीलर/डिस्ट्री./निर्माता फर्म
9	ट्रांसफार्मर प्रदाय एवं लगाने का कार्य (2U-200KVA)	05 लाख	15,000	—”—	CPWD/CGPWD/CSEB/MES/BSNL / RAILWAY उचित श्रेणी में पंजीकृत ठेकेदार
10	विद्युत कार्य लद्यु एवं स्पेशल	15 लाख	30,000	—”—	—”—

11	फारेस्ट्री टीचिंग विभाग के अंतर्गत ग्लास हाउस निर्माण कार्य	05 लाख	15,000	—“—	CPWD/CGPWD/CSEB/MES/BSNL / RAILWAY उचित श्रेणी में पंजीकृत ठेकेदार एवं समान कार्य का अनुभवी
12	कैम्पस डेवलपमेंट के अंतर्गत भवन/सड़क/खेल मैदान/ पार्किंग / शेड/पार्टीशन/फ्लोरिंग/वाटर प्रूफिंग/सिलिंग/सेनेटरी वाटर सप्लाई से संबंधित रिनोवेशन एवं लघु स्पेशल निर्माण कार्य	149 लाख	2,98,000	—“—	CPWD/CGPWD//MES/BSNL/ RAIL WAY उचित श्रेणी में पंजीकृत ठेकेदार
देखें वेबसाइट- www.ggu.ac.in					कुलसचिव

**GURU GHASIDAS VISHWAVIDYALAYA,
BILASPUR (C.G.) 495009**

Terms & Condition :

- 1- Your technicians should attend to all the Air Conditioners, water cooler & Air cooler regularly and ensure preventive checks to avoid sudden failure of unit.
- 2- You will repair the units or parts there of as required, replacing the spares within a day of the complaint.
- 3- You will also carry out the gas filling and undertake overhauling of the units whenever required. The spares that would be used for replacement must be original and genuine. No spurious and contraband spares should be used under any circumstances.
- 4- Your Technician will attend the urgent breakdown work at once on all days, but in any case not later than a day from the receipt of message/complaint.
- 5- You will depute your two technician and two helpers daily to out site, if you fail to do so, we shall deduct the amount on pro-rata basis as per recommendation of our representative of department. You will make your own stay arrangement for your two Technicians at our site to attend the emergency call.
- 6- Your technicians must meet Incharge of concerned department & University Engineer or his authorized representative and furnish progress report on the conditions of the various Air-conditioners water cooler, Air cooler before completing job(s) of every day.

- 7- If there is any major break down, affecting compressors of the AC's water cooled, air coolers then you will arrange delivery of the defective units to your workshop, otherwise you will repair the Air-conditioners etc. at the place of installation only.
- 8- If any Air-Conditioner etc. is not in working condition for 7 days or more in a particular month, payment for that unit will not be made.
- 9- The units taken by you to your workshop for repairs should be repaired and return to us within 3 days. In case of delay beyond 3 days, there will be a penalty @ 3 % of repair bill per week per unit.
- 10- Please note and ensure that the service bill must be verified by our concern department & engineering Deptt. You will hand over the maintenance card duly signed by the concerned department/person along with your bill to avoid delay in your payment.
- 11- To maintain stand by arrangement of Air conditioners water cooler refrigerator, you have to keep the stock of spares & gas at our site.
- 12- Contract must have registered with custom & central excise Deptt. For service tax rule w.e.f. 01.07.03.
- 13- Contractor must have the authorized dealer ship certificate from Manufacturer Company for A.C., water cooler.

OTHER TERMS & CONDITIONS:

1. Jobs to be carried out as per instruction and entire satisfaction of concern department/UE and or his authorized representative of G.G.V.V. Bilaspur (C.G.)
2. The rate quoted by you should be firm, fixed & binding on you till completion of the order validity period and no escalation request on whatsoever account shall be entertained.
3. No advance payment of any type will be payable against this job.
4. We reserve the right to re-negotiate the rate/terminate the work order related to this enquiry without assigning any reason.
5. The contractor will have to follow all rules & regulation pertaining to payment of minimum wages act as notified by Chhattisgarh government applicable for project, sites district Bilaspur (C.G.) he should also be responsible for observance of labour regulation in respect of labour welfare.
6. G.G.V.V. reserve the right split the contract to two or more agencies for expeditious completion of the work.
7. Old participant of University may also be participant but they must submit N.O.C. for G.G.V.V.
8. Experience from Government department only is acceptable at least 2.4 lakh work experience of same nature per year is required.
9. As per requirement work can be increase or decrease with prier approval of competent authority.

General Terms & Conditions :

1. **Earnest Money Deposit & Security Deposit : -**
 - 1.1 An earnest money of Rs. Should be deposited in the form of crossed Bank draft of any nationalized Bank payable to the Registrar, G.G.V.V.Bilaspur which is to be attached with the tender in original.
 - 1.2 Tender received without Earnest Money will not be considered.
 - 1.3 EMD will not bear any interest.
 - 1.4 Earnest money would be refunded without interest after final acceptance of Tender i/r/o unsuccessful Tenderes.
 - i) If the tenderer withdrawn his offer before the final acceptance.
 - ii) If order is not executed as per terms & conditions.
 - 1.5 Security Deposit @ 5% of all running/final bills will be deducted. The same in liable to refunded after 3 months on production of no pending supply/work certificate to the Registrar, G.G.V.V.Bilaspur (C.G.)
2. The delivery must be completed within the prescribed time and date. Registrar, G.G.V.V. Bilaspur reserves the right to terminate the contract, if contractors fail to complete the delivery within the specified time & date for any breach of terms conditions.
3. The, tender would be required to execute an agreement in prescribed format on non-judicial stamp paper of Rs. 50 : the cost of which shall be borne by the Contractor; within 10 days of Acceptance of his tender.
4. Tender shall be valid for acceptance up to 3 months from date of opening tender. Validity of approved tender would be for one year from the date of agreement.
- 5.1 Rate should be quoted in annexure-I against each & every item, both in words & figures inclusive of all taxes etc. In case of any doubt or dispute; rate quoted in words

- shall be taken as correct. If rates of all the items are not quoted; the tender will be treated as incomplete & shall be rejected.
- 5.2 No separate packing & forwarding charges would be payable. Delivery will be F.O.R. Registrar, G.G.V.V.Bilaspur.
 - 5.3 Other things being equal, preference would be given to those suppliers who have more experience of supplying such items to this department/ other Govt. departments, (he should enclose copies of such purchase orders.
 6. No erasing or overwriting would be permitted, In case of correction, it would be cut & rewritten & should be properly initiated by authorised signatory.
 7. Work order should be awarded of technical R.S.S.
 8. Registrar, G.G.V.V.Bilaspur is not bound to accept lowest tender. It also reserve the right to award the work to one or more tenderers. Registrar, G.G.V.V.Bilaspur will have the right to terminate the contract on any time giving one month notice in writing without assigning any reasons.
 9. Tender should be submitted in prescribed format only and it should be signed by :-
 - i) Sole proprietor in case of proprietorship firms.
 - ii) Authorised signatory/partner in case of partnership firms.
 - iii) Authorised signatory in case of others.
 - 9.1 The tender form should be filled in English or Hindi in any one language only either in Hindi or English.
 - 9.2 Registrar, G.G.V.V.Bilaspur would be free to increase or decrease the quantity.
 - 10.1 Registrar, G.G.V.V.Bilaspur would have full right to accept full or part quantity.
 - 10.2 If necessary, Registrar, G.G.V.V.Bilaspur would have full right to extend the validity period of the agreement on the same rate, terms & conditions.

11. If necessary inspection of the firm's premises to assess the capability would be done by the authorised officer(s). The firm's premises or workshop is around the Three Kilometer at G.G.V.V.
12. The tender must be accompanied with the following documents, otherwise tender will be ignored:
 - i) Photocopy of Sale Tax Registration duly attested by gazetted officer.
 - ii) Photocopy of latest Income Tax Clearance duly attested by gazette officer.
(Last three year copy of return)
 - iii) Photocopies of Experience certificate duly attested by a gazetted officer.
(Three intending tenderer must have in its name as a prime contractor experience of having successfully completed similar works during last 7 years ending last day of previous month should be either of the following-
 - Three similar completed works each costing not less than the amount equal to- 40% of estimated cost
 - Two similar completed work each costing not less then the amount equal to- 50% of estimated cost
 - One similar completed work costing not less then the amount equal to- 80% of estimated cost).Individual works certificate are not be consider at the tender.
 - iv) Photocopies of Firm/Shop registration certificate/ in Municipal Corporation.
 - v) Tender have to produce work completion certificate from Govt. concern/semi govt. at last 3 years.
 - vi) Local work shop & full established of tenders are to be provide around 5 KM from University.

13. The tenderer is at liberty to be present himself or send his one representative at the time of the opening of the tender. The representative should bear authority letter from the tenderer.
- 13.1 The Registrar, G.G.V.V.Bilaspur will sign the contract on behalf Registrar, G.G.V.V. Bilaspur & he will represent the G.G.V.V. with reference to contract and will issue all purchase orders.
- 13.2 2.24% of the entire bill will be deducted towards Income tax.

ARBITRATION :-

14. In case of any dispute, case would be referred to the Executive Council G.G.V.V.Bilaspur or any other authority looking after the duties/works or Registrar, G.G.V.V.Bilaspur & he would be the sole arbitrator. His decision would be final and binding to both the parties.
15. The tenderer should sign all the pages of the tender documents.
16. The signed and stamped sample should be submitted along with the tender.

17. PENALTY CLAUSE :-

In the contractor fails to supply the items as per purchase order within stipulated time limit given in purchase order, the contractor will be liable for charge of liquidation damage @ Rs. 1% per day subject to maximum of 10% of the purchase order and liable to be forfeited the Earnest Money Deposit and/or security deposit at the discretion of Registrar, G.G.V.V.Bilaspur

In case the work is not found satisfactory of there are any lapses to fulfill the terms & conditions the EMD/SD will liable to be forfeited in part of full at the discretion of the Registrar, G.G.V.V.Bilaspur.

SCHEDULE OF RATE

(To be filled by firm)

Sir ,

With reference to your tender notice no. Short inviting tenders for AC/Water Cooler/cooler annual maintenance. I/we have offer rates as follows. The rates quoted are inclusive of all taxes and liabilities. I /we have deposite earnest money only in BD./FDR. Which shall be retained by the Registrar on account of security deposit.

01- Preventive Maintenance, Repair, Replacement of spares if required, overhauling, gas charging etc. of Air Conditioners installed at different location in Vishwavidyalaya and to maintain standby arrangements of Air Conditioners.

S. N.	Capacity	Rate (Rs.) Per year
1	1.5 T. Air Conditioners (Split type)	
2	2T.Split Air Conditioners (Split type)	
3	1.5 T. Air Conditioners (Window)	
4	2T.Split Air Conditioners (Window)	

02- Preventive Maintenance, Repair, Replacement of spares if required, overhauling, gas charging etc. of Water Coolers installed at different location in Vishwavidyalaya and to maintain standby arrangements of Water Coolers.

S.N.	Rate (Rs.)	Per year
1		

- 03- Preventive Maintenance, Repair, Replacement of spares if required, overhauling, Khas Changing of Air Coolers etc. installed at different location in Vishwavidyalaya and to maintain standby arrangement of Air Coolers.

S.N.	Rate (Rs.)	Per year
1		

- 04- Supply of spare parts for proper running of A.C., Water Cooler, Cooler if required.

S.N.	Particulars	Rate
1	Compressor- A.C. 1.50 ton. A.C. 2.0 ton. Water Cooler Freez	
2	Running Capacitor- A.C. 2.0 ton. Water Cooler Freez	
3-	Starting Capacitor- A.C. Water Cooler Freez	

4-	Realy (Starting) A.C. Water Cooler Freeze	
5-	Fan Moter- A.C. Window A.C. Split (Indoor) A.C. Split (Outdoor) Water C ooler Freeze	
6-	Gas Charging A.C. Window A.C. Split (Indoor) Water Cooler Freeze	
7-	Reinstallation A.C. Window A.C. Split (Indoor)	
8-	Cable	
9-	Coper pipe (with Insulation)	
10-	Cooler- Khas/Woodwool Painting works Pump Caster wheel Motor for cooler Fan for cooler (Branded)	

	Labour charges of different works with specification (submit in separate letter)	
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I /We have quoted the rates as per terms and conditions of the tender and which is inclusive of all taxes, liabilities.

Signature of tenderer -

Name of firm -

Address -

Phone No. -

Seal & Stamp of Firm -