



**OFFICE OF THE ROURKELA MUNICIPAL CORPORATION**

Udit Nagar, Rourkela Dist.-Sundargarh (Odisha) Pin-769012  
Website: [www.rmc.nic.in](http://www.rmc.nic.in) Email Id: [rourkelamunicipality@gmail.com](mailto:rourkelamunicipality@gmail.com)

No. 1190

Date: 16/09/23

**TENDER CALL NOTICE**

Sealed tenders are invited from the reputed firms /Agencies for "Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralized Air-condition System in BPIS, Panposh"

Detail technical specifications, along with terms & conditions etc. may be seen from the Web site of Rourkela Municipal Corporation i.e. [www.rmc.nic.in](http://www.rmc.nic.in). Date of Issue of tender documents from dtd. 27.09.2023

The last date for receipt of sealed tender is 12.10.2023 till 4.00 P.M. through Speed Post/ Regd. Post /Courier/ or by hand in the office address of the undersigned.

Commissioner  
Rourkela Municipal Corporation

MemoNo. 1191

Date: 16/09/23

Copy to Notice Board of RMC for wide publicity of advertisement through office notice board and MIS, RMC for uploading of the tender document in the RMC website.

Commissioner  
Rourkela Municipal Corporation

MemoNo: 1192

Date: 16/09/23

Copy to Director, I&PR Dept., Govt. of Odisha, Bhubaneswar for information and requested to publish the copy of above mentioned notice in One highly circulated Odia daily newspaper (all editions) and One highly circulated English Daily newspaper (in all India Edition) on 28.09.2023. The font size should be 8 Points and rate should be as per I&PR.

Commissioner  
Rourkela Municipal Corporation



**Tender Call Notice No.11190 Date: 16.09.2023**

## **Rourkela Municipal Corporation**

**Uditnagar, Rourkela, Dist.-Sundargarh (Odisha), PIN-769012**

**Email ID: [rourkelamunicipality@gmail.com](mailto:rourkelamunicipality@gmail.com)**

**Website: [www.rmc.nic.in](http://www.rmc.nic.in)**

### **TENDER**

**STANDARD TERMS & CONDITIONS OF TENDER DOCUMENTS FOR "Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralized Air-condition System in BPIS, Panposh"**

## INVITATION FOR BID (IFB)

Rourkela Municipal Corporation, Rourkela invites sealed Bids for “**Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralized Air-condition System in BPIS, Panposh**”

### BiddingSchedule:

Sl. No	Information	Details
01	Date of Publication of Tender	27.09.2023
02	Last Date & Time of Receipt of Filled Up Bid Document	12.10.2023, 01.00 PM
03	Date and Time of Opening of Technical Bid	12.10.2023, 04.30 PM
04	Date and Time of Opening of Financial Bid	To be intimated
05	Period of Contract	3 Years
06	Cost of Bid Document	7,080/-
07	Earnest Money Deposit (EMD)	2,00,000/-
08	Performance Bank Guarantee/Security Deposit	3%
09	Place of Opening of Bid	Office of Municipal Commissioner, Rourkela Municipal Corporation, Uditnagar, Rourkela-769012
10	Address at which proposal in response to tender notice is to be submitted	Commissioner Rourkela Municipal Corporation, Uditnagar, Rourkela-769012. Tel:0661-2500388 Email: <a href="mailto:rourkelamunicipality@gmail.com">rourkelamunicipality@gmail.com</a> <a href="http://www.rourkelamunicipality.com">ail.com</a>

1. Bidder may download the Bidding Document from the RMC website [www.rmc.nic.in](http://www.rmc.nic.in) and submit its Bid by utilizing the downloaded document, along with the required non-refundable fee to words Tender paper cost of Rs.7080/- (Including of GST) in shape of DD drawn in favour of “The Commissioner, Rourkela Municipal Corporation, Rourkela” in any scheduled bank payable at Rourkela. The bid documents in sealed cover may be sent through Speed Post/ Regd. Post /Courier/ or by hand in the office address of the undersigned within the scheduled date i.e. The undersigned shall not be responsible for loss & delay of bid documents. Any bid received after scheduled date and time is liable to be rejected.
2. In the event of any of the above-mentioned dates being declared as a holiday / closed day the Bids will be received/ opened on the next working day at the appointed time.
3. For Queries and Clarifications, send email to: [rourkelamunicipality@gmail.com](mailto:rourkelamunicipality@gmail.com) only.
4. The Authority of RMC reserves the right, without any obligation or liability, to accept or reject any or all proposals at any stage of the process or to cancel or modify the process without assigning any reason whatsoever. Any changes in the tender document, addendum and corrigendum or schedule of the tender shall be reflected in the website of RMC ([www.rmc.nic.in](http://www.rmc.nic.in)). No extension of any deadline will be granted on the basis of grounds that RMC have not responded to any question or not provided any clarification.

**Sd/-**  
**Commissioner**  
**Rourkela Municipal Corporation**

## **TERMS&CONDITIONS**

### **Tender for "Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralized Air-condition System in BPIS, Panposh"**

Commissioner, Rourkela Municipal Corporation invites tender for **"Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralized Air-condition System in BPIS, Panposh"** as set forth in the "Schedule of Requirements".

The Tender Enquiry shall be submitted in **two separately sealed envelopes (A- Technical and B- Financial Bid)** with a covered envelop super scribed on the top left corner of the envelopes as **"Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralized Air-condition System in BPIS, Panposh"** and addressed to the Commissioner, Rourkela Municipal Corporation, Uditnagar, Rourkela, Dist.-Sundargarh (Odisha), PIN-769012. The bidder has to submit Earnest Money Deposit (EMD) amounting to Rs. 2,00,000/- (Rupees Two Lakhs only) in the form of Demand Draft in favor of Commissioner, Rourkela Municipal Corporation, Rourkela. The EMD received from the tenderers will be returned without interest immediately after the process of award of contract is over. The bids received without EMD shall not be considered for technical evaluation.

1. **Performance Guarantee-** Performance Guarantee/ Security Deposit of 3% of Approved AMC value per Annum will have to be deposited within 20 days of placing order in the form of Bank Guarantee from a Nationalized Bank. This shall be valid up to 90 days. Performance Guarantee will be returned without any interest after successfully delivered the services. This amount, however, be confiscated in case of refusal or failure to provide satisfactory services or backing out in midstream.
2. The security deposit shall be forfeited as a compensation for any loss resulting from the failure to perform the obligations under the contract or in the event of termination of the contract or in any event, which RMC thinks fit and proper.
3. **The Financial Bid** Form shall be submitted in **Envelope-'B'**
4. Both the Envelopes should be clearly marked as **Envelope A & Envelope B** With the words **"Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralized Air-condition System in BPIS, Panposh"** super scribed on the top left corner of the envelopes which should also show the name and address of the bidder.

**Scope of Work of the Assignment for "Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralized Air-condition System in BPIS, Panposh"**

1. Servicing & overhauling, greasing of Air conditioners during the three year contract period as per the Requirement or as and when maintenance required.
2. All Breakdown calls will be attended within 24 hrs during the Contract period including RMCs holidays, Saturdays & Sundays.
3. All Safety controls parts inspection, cleaning, repair / replacement etc.
4. Air filters cleaning, inspection, servicing, repair / replacement etc.
5. Cooling coil inspection, cleaning, servicing, repair / replacement etc.
6. Blower motor inspection, cleaning, servicing, repair / replacement etc.
7. Inspection, cleaning, servicing repair / replacement of electrical items and control wiring (PCB) etc.
8. Top up of cooling Gas / Refrigerant gas charging as and when required
9. Condenser fan motor inspection, cleaning, servicing, repair / replacement etc.
10. Condenser coil inspection, cleaning, servicing, repair / replacement etc.
11. PCB circuit inspection, checking, repair / replacement
12. Repairing / Replacement of compressor, fan blower motor from OEM.
13. Replacements of starting relay / overload relay / copper piping insulation etc.
14. Repairing / replacement of swing motor , transformer & magnetic switch
15. Repairing / Replacement of Cassette/ Package/Ductable/VRF etc. in the same premises shall be considered in the quoted rates of AMC.
16. Service/ Repairing / Replacement of Air Handling Unit.
17. The Bidder should do servicing work at least once in a month.

**Activity not covered under comprehensive contract: -**

- Major repairs / Replacement of Air conditioners due to aging / electrical faults of equipment.
- Repairing / replacement of Water piping, sheet metal ducting, grills, diffusers, masonry work, carpentry work & M.S. welding work etc.
- Repairing / replacement of Electrical cabling, switches and electrical accessories connected with air conditioner system.
- Repairing / replacement of False ceiling work and painting etc.
- Supply of new Remote control units.

All tools & tackles and cleaning materials required shall be arranged by the contractor

**A. Job Description and Terms & Conditions**

The Agency is strictly bound to ensure all the terms & conditions are fulfilled and abide by the scope of work as mentioned below.

1. The assets and equipment provided by RMC shall be property of the RMC and firm shall be merely the custodians of such assets and equipment. On termination/ disengagement/expiry of contract, any such property shall be handed over to RMC.

2. Tender shall remain valid for acceptance for a period of 90 days from the notified last date of tender submission.
3. The tender rate against each item of work / price indicated in the schedule of quantities and rates / price should be indicated both in words and figures. In case of any discrepancy, the rates indicated in words would prevail.
4. The rates quoted against each item of work / price should be for the complete finished item of work and include all labour, material, taxes, overhead, duties, etc. Any statutory change in the tax structure/duties after opening of the tender shall be reimbursed by the Bank as per actual. GST will be paid extra.
5. The earnest money deposited shall not carry any interest and will be refunded to the unsuccessful tenderers after completion of tendering process. Earnest money paid by the successful contractor will be retained by the Bank as a security deposit till completion of the work and will be released upon satisfactory completion of assignment. In case of default or nonpayment of wages to workers, the security deposit will be encashed to fulfill the liability of the contractor.
6. Tenderers are advised to carefully read and understand the complete scope/ value and volume of the contract involved before submitting their tenders. In general, tenderers shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tendered shall be deemed to have full knowledge of the Site, whether he inspects it or otherwise. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions, rates and other factors bearing on the execution of the works. No clarifications will be entertained after submitting the tenders.
7. All tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected. If the space provided in the Performa is insufficient for giving full details, the same may be given on a separate sheet of paper. Tenderers are to ensure that tender form shall be submitted strictly in the format as mentioned along with the supporting documents.
8. This tender notice shall form part of the contract documents.
9. Applicants registered with MSME/NSIC/Udyog Aadhaar are exempted from submission of application fee and EMD subject to furnishing of relevant valid certificate. Applications without such registration certificate will be rejected. Exemption certificate shall be enclosed to technical bid only .The certificate should be duly valid as on date of opening of the Tender. However, exemption is only for Tender document fees & EMD. Security Deposit in the form of Demand Draft/Bank Guarantee as per the Tender document shall be submitted by the successful bidder.
10. Any Bid not accompanied by Tender document fee and EMD amount, as mentioned above and proof of exemption under point (9) above, will be rejected by RMC , as non-responsive. Similarly, conditional offers also will be rejected.

## **11. Payments:-**

- (A) AMC Payment will be made on Quarterly basis after submission of the invoice duly certified by the competent authority.

(B) AMC Payment shall be made upon submission of following documents:

i. Supplier's Invoice ii. Copy of the "Maintenance Cards" signed by the user & countersigned by the person in charge of the section/subsection of the RMC .  
Statutory compliance documents (ESIC, EPF etc. including attendance sheet and other related documents as per minimum wages act.

**B. Risk and Cost**

1. Neglect or failure on the part of the contractor to execute the work will be carried out by alternate source at the risk and cost of the contractor and to the extent of alternate execution, the contract will be deemed to be terminated either in part or full.

**C. Work to the Satisfaction of RMC**

The contractor shall execute the work efficiently and complete it in all respects in accordance with the contract terms and conditions and shall comply with and adhere strictly to the instructions and directions on any matter in accordance to the terms of the contract.

**D. Indemnity**

The contractor shall indemnify RMC against any claim, order and demand, made by competent authority & in case RMC asked to comply such order/ direction, RMC shall be entitled to recover / adjust the said amount from the dues of the contractors.

**E. Statutory Obligations**

1. The firm shall abide by all statutory and regulatory Acts of both Central Government and State Government.
2. The firm shall comply the regulatory clauses of Labour Act and shall not engage any minor under this contract.
3. All safety measures must be taken care of, in order to avoid any accident, fire and other safety hazards. Any type of loss of assets due to any such incident is the sole responsibility of the Firm. RMC shall no way be liable for any such incident. The Firm shall also ensure that all their personnel are aware of this and other clauses of the contract.
4. If there is any damage to the RMC property or any other financial burden on the Organization because of wilful or negligent action by the Firm or its personnel, RMC shall be entitled to recover the same by means of compensation from the Firm/ Agency.
5. The Dy. Commissioner, RMC or an Officer explicitly authorized by him will represent RMC in all dealings with your firm.
6. RMC shall not be responsible for loss of life/ injury to the engaged staff by the Firm in any manner whatsoever. RMC shall not be responsible for all such litigations.

## **F. Contract Validity**

1. The contract is valid for a period of three (03) year.
2. This contract can be terminated under following circumstances:
  - a) By giving one month's notice by RMC, anytime without assigning a reason, if in the opinion of the authorities such termination is in the interest of RMC. This termination will not be challenged by the Contractor.
  - b) The Firm/ Contractor not performing his duties properly as per the agreed terms and conditions of the contract. RMC shall decide whether the performance of the contractor meets specification or is deficient and to what degree. In such a case the notice period shall be one week without any compensation.
  - c) For committing breach of the terms & conditions of the contract or assigning the contract of any part thereof by the Agency to any third party or subletting whole or part of the contract of the premises to any third party. The notice period shall be one week without any compensation.
  - d) The Firm/ Contractor being declared as insolvent by the Court of Law. The notice period shall be one week without any compensation.
  - e) For indulging in any grossly unsafe practice, stealing or wilfully damaging the property or engaging in any illegal activity, the contract shall be terminated on immediate notice. Decision of Commissioner, Rourkela Municipal Corporation in this matter shall be final and binding.

During the notice period for termination of contract in any of the situations contemplated above, the Contractor shall keep discharging his duties as before till the expiry of notice period. It shall be the duty of the Contractor to remove all the personnel and / or resources deployed by him on termination of the contract on any ground whatsoever and to ensure that no person creates any disruption/ hindrance/ problem of any nature to RMC.

## **G. Technicality/Expertise of manpower Engaged:-**

**a)** The technicians / manpower shall be well-experienced and should have knowledge of Operation & maintenance, repairs & servicing of all types of Airconditioners. The Technician shall have passed certificate from ITI / Vocational Training Centre from Govt. authorized institute.

b) Adequate no. of experienced technicians must be available so that absence / leave availed shall not affect requirement of personnel at any point of time. The Technician shall have passed certificate from ITI / Vocational Training Centre from Govt. authorized institute.

c) Definition: Skilled: Having more than 5-years experience in Operation, Maintenance & Servicing of AC system and sufficient knowledge of fault clearing all type of AC mentioned in the tendering process ( VRV/VRF, Ductable, Package, Split, Window AC etc.).

Semi Skilled: Having more than 3-years experience in Operation, Maintenance & Servicing of AC system and sufficient knowledge of fault clearing all type of AC



mentioned in the tendering process ( VRV/VRF, Ductable, Package, Split, Window AC etc.).

#### **H. Jurisdiction and Right to Amend Rule:**

1. RMC reserves the right to amend rules whenever and wherever considered necessary and appropriate. The same shall be intimated to the Firm/ Contractor in due course.
2. RMC rules shall be binding for execution of the contract. Further, in case of any dispute arising out of or in connection with aforesaid contract either during subsistence of the contract or thereafter, the Commissioner, RMC is the sole arbitrator to decide the same and his decision is final and binding both the parties as per the provisions of the Arbitration and Conciliation Act 1996. If differences persist even after arbitration and there are compelling reasons to go to the Court, it will be decided in the Court of Rourkela Only.

#### **I. PRE-QUALIFICATION OF CONTRACTING AGENCY & BID EVALUATION :-**

General information of the Agency who provide professional services for carrying out Operation and Annual Maintenance Contract of Airconditioners. Intending agencies are requested to furnish details about their firm, technical experience, competence and evidence of their financial standing as per enclosed Proforma for considering their names for proposed work.

1. Selection of the agency will be based on the ability and competence required for quality services.
2. If the space provided in the Proforma is insufficient for giving full details, the same may be given on a separate sheet of paper.
3. Information furnished to RMC will be kept as strictly confidential.
4. Decision of the RMC regarding selection of the agency for the proposed work will be final and binding and no further correspondence will be entertained. Only the pre-qualified agencies will be informed about opening of price bid date.
5. Intending agencies are requested to read carefully before filling the particulars in the Proforma.
6. Incomplete applications will not be considered.
7. Information / details furnished by selected party, if found to be false at any time in future or any information affecting selection is willingly / unwillingly withheld, if come to the notice of RMC at any point of time, the party's selection can be cancelled immediately.
8. Where copies are required to be furnished, these should be certified copies.

**J. Types & Number of Air-Condition Installed in BPIS,Panposh**

<b>SL NO</b>	<b>MODEL</b>	<b>UNIT TYPE</b>	<b>CAPACITY</b>	<b>Quantity</b>
1	JRUN200LTES,APUNE	VRF AC	20 HP	6
2	JRUN200LTES,APUNE	VRF AC	16 HP	3
3	JRUN200LTES,APUNE	VRF AC	10 HP	2
4	AIR HANDLING UNIT	AHU 50 MM STATIC(EDGE TECH MAKE)	18000 CFM	02
5	FAN	FAN 25 MM STATIC(GREEN HECK MAKE)	5800 CMH	22
6	FAN	FAN 15 MM STATIC(GREEN HECK MAKE)	2200 CMH	3
7	FAN	FAN 25 MM STATIC(GREEN HECK MAKE)	1500 CMH	4
8	FAN	FAN 25 MM STATIC(GREEN HECK MAKE)	900 CMH	3
9	FAN	FAN 25 MM STATIC(GREEN HECK MAKE)	2600 CMH	1
10	FAN	FAN 15 MM STATIC(GREEN HECK MAKE)	1500 CMH	1

#### K. PRE-QUALIFICATION CRITERIA:

Bidders meeting the following criteria are eligible to submit their Bids along with supporting documents. If the Bid is not accompanied by all the required documents supporting eligibility criteria, the same would be rejected.

SL NO	Eligibility Criteria	Documents to be submitted
1	The bidder must be a Firm/ Proprietary/Partnership/LLP/Company under the relevant Act with an experience of minimum 5 years' experience (as on 31.03.2023 ) of having rendered satisfactory AMC contracts in servicing & maintenance of air conditioning units in Govt./Public Sector Undertaking /Private corporate house /Staff Training Centres of PSB/PVT Corporates/Govt Organization etc.	-In case of Proprietorship concerns, Copy of Shop License /Registration and the GST Registration certificate. -In case of firms, Copy of the firm registration Certificate and GST Registration. -In case of LLP/ company, Copy of Certificate of Incorporation issued by Registrar of Companies and full address of the registered office plus GST registration certificates.
2	The contractor should have Registered /Corporate/Branch office in Rourkela only.	Address Proof /Relevant certificate of the form should be submitted.
3	Minimum average turnover / annual revenue must be of Rs. 6-lacs from repairs / operation / maintenance & service AMC contracts during last 3 financial years i.e.2019-20; 2020-21; 2021-22. Please note that turnover/receipts of works other than AMC contracts in operation / servicing / maintenance services will not be considered. Contractor is required to furnish a CA Certificate in this regard.	Copies of the audited P&L Account and Balance Sheet duly certified by the Chartered Accountant. (ii) Copies of returns submitted to the Tax authorities such as IT & Goods & Service Tax etc. (iii) certificate issued by CA confirming the turnover from AMC contracts in ac systems
4	The bidder must have 'Similar Completed Work' carried out during last 05-years ending 31.03.2022 either of the following:  Three Similar Completed works each one having "Annual Contract Value" not less than Rs. 8 Lac.  Or Two Similar Completed works each one having "Annual Contract Value" not less than Rs. 10 Lac.	Copy of work order, work completion certificate to be submitted.

	Or One Similar Completed works each one having "Annual Contract Value" not less than Rs. 16 Lac Copy of work order, work completion certificates to be submitted.Note: "Similar Completed Work" and	
5	Bidders should have applicable and valid registrations with: 1. Income Tax (PAN) No, 2. Goods & Service Tax (GST) No, 3. Employees Provident Fund Organisation (EPF) Regd No 4. Employees State Insurance Corporation (ESIC) Regd No	Certified copies of supporting documents to be attached. Please note that all the relevant certificates should be valid as on date of opening of tender.

**Note:- "Similar Completed Work" under this clause shall mean successful completion of AMC contracts (Repairs, maintenance & servicing of Airconditioners - Window, Split, Cassette, Ductable, Package, Tower& VRV/VRF etc.) for the Public Sector Banks, Financial Institutions, Corporates, Central & State Govt. departments/Organization, Public Sector Undertakings etc. Supply and installation works will be considered for the above pre-qualification Criteria.**

L. 1. There should be no legal suit/criminal case pending or contemplated or legal notice having been served to this effect against the Proprietor of the Agency or any of its Directors (in case of Pvt. Ltd. Company) on grounds of moral turpitude or for violation of any of the laws in-force and should not be black listed by the any Government organization. The self-certification as per **Annexure-III** should be enclosed.

2. The Bidder should furnish all the information as required in the Technical Bid form.

3. Rourkela Municipal Corporation will have the right to forfeit Performance Security, if the terms and conditions of the Tender are not adhered to by the supplier or in case of breach of Contract.

4. In case any dispute arises in regard to the tender, the decision of the Commissioner, Rourkela Municipal Corporation will be final and binding.

5. In case of litigation, the courts at Rourkela only will have jurisdiction for deciding case according to the relevant Indian laws in force.

5. The technical bid of the bidders will be opened first and the financial bid will be opened only of the bidders whose technical bid is accepted / qualified.

6. The tenderer/authorized person(s) should sign on each page of the bid document as a token of authenticity of the same.

7. Tender (s) received after due date & time shall not be accepted and Rourkela Municipal Corporation shall not be responsible for delay in postal delivery or any other reasons.

**8. Language of Bid: The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the RMC, shall be in English including Previous work orders, Contract agreement copy, Assignment completion certificate etc.**

9. Conditional tenders will not be accepted.

I have read and understood all the terms & conditions of the Tender Enquiry and hereby undertake to abide by the same.

**Date:**  
**Place:**

**Authorized Signatory**  
**Name** \_\_\_\_\_  
**Designation** \_\_\_\_\_

**NOTE: The Technical bid is required to be submitted in a separate sealed cover scripted as Envelope 'A' (along with Annexure-I, II, III, IV ).**

**Conditional Offer:**

Conditional offer shall not be accepted.

**Opening of Bids.**

- i. The part-I shall be opened on the date and time fixed by the RMC. Bids will be opened in presence of the Tenderers or their authorized representatives limited to one person only on the due date of opening of tender.
- ii. The price bids of the technically and otherwise acceptable bids only be evaluated. It should be distinctly understood that the part-II of the bid shall contain only details/documents relating to price. Inclusion of any of the documents/ information etc. shall render the bid liable for rejection.
- iii. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the Management shall be final and binding on the Tenderer.
- iv. For evaluation the price mentioned in words shall be taken if there is any difference in figure and words in the price bid.

***Management's Right to Reject Bids:***

The Management reserves the right to reject any or all the tenders without assigning any reasons whatsoever.

**Tender on "Annual Maintenance Contract towards Operation, Maintenance & Servicing of Centralised Air-condition System in BPIS, Panposh"**

**TECHNICAL BID FORM**

**(TO BE SUBMITTED SEPARATELY IN ENVELOPE - 'A')**

**TECHNICAL BID**

**TENDER SPECIFICATION NO.**

1. Name of the Bidder : \_\_\_\_\_  
2. Details of Earnest Money Deposit : DD No. \_\_\_\_\_ Date \_\_\_\_\_  
Of Rs. \_\_\_\_\_ Drawn on  
Bank \_\_\_\_\_

3. Full Address of Registered Office of the Bidder : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone No. : \_\_\_\_\_  
FAX No. : \_\_\_\_\_  
E-Mail Address : \_\_\_\_\_

4. Full address of Operating Office of the Bidder : \_\_\_\_\_  
rating  
/ Branch Office of the Bidder : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone No. : \_\_\_\_\_  
\_\_\_\_\_  
FAX No. : \_\_\_\_\_  
E-Mail Address : \_\_\_\_\_

5. PAN/GIR No. : \_\_\_\_\_

(Enclose attested copy)

6. GST Registration No.:\_\_\_\_\_ (Enclose attested copy)

7. E.P.F.Registration No.:\_\_\_\_\_ (Enclose attested copy)

8. E.S.I.Registration No.:\_\_\_\_\_ (Enclose attested copy)

9. Financial turnover of the Bidder for the last three consecutive Financial Years (Audited Account only) : Financial turn over should be from repair, Operation, maintenance From AMC contract Only)

Financial Year	Amount(Rs. Lakhs)	Remarks, if any
2019-20		
2020-21		
2021-22		

10. Additional information, if any:

(Attach separate sheet if space provided is insufficient)



**FINANCIALBIDFORM**

## 1. List of Equipments available/ Installed at BPIS

<b>SL NO</b>	<b>MODEL</b>	<b>UNIT TYPE</b>	<b>CAPACITY</b>	<b>Quantity</b>
1	JRUN200LTES,APUNE	VRF AC	20 HP	6
2	JRUN200LTES,APUNE	VRF AC	16 HP	3
3	JRUN200LTES,APUNE	VRF AC	10 HP	2
4	AIR HANDLING UNIT	AHU 50 MM STATIC (EDGE TECH MAKE)	18000 CFM	02
5	FAN	FAN 25 MM STATIC (GREEN HECK MAKE)	5800 CMH	22
6	FAN	FAN 15 MM STATIC (GREEN HECK MAKE)	2200 CMH	3
7	FAN	FAN 25 MM STATIC (GREEN HECK MAKE)	1500 CMH	4
8	FAN	FAN 25 MM STATIC (GREEN HECK MAKE)	900 CMH	3
9	FAN	FAN 25 MM STATIC (GREEN HECK MAKE)	2600 CMH	1
10	FAN	FAN 15 MM STATIC (GREEN HECK MAKE)	1500 CMH	1

### Price Bid

<b>SL No</b>	<b>Category</b>	<b>Total charges per Annum</b>
1	AMC Charges Per Year including cost of Materials, labour, T&P & Transportation, etc. complete as per scope of work of the Tender.	
2	Add GST (____%)	
3	Grand Total Per year including GST	

**Anexure-III**

**UNDERTAKING BY THE AGENCY**

I, \_\_\_\_\_, on behalf of \_\_\_\_\_ (Name of the firm/agency) hereby declare that there is no legal suit / criminal case pending or contemplated or legal notice having been served to this effect against the Proprietor of the Agency or any of its Directors (in case of Pvt. Ltd. Company) on grounds of moral turpitude or for violation of any of the laws in force and company is not black listed by any Government Organisation. I, \_\_\_\_\_, on behalf of \_\_\_\_\_ (Name of the firm/agency) hereby declare that our organization or the staff to be provided has no business or direct family relationship with member(s) of RMC's and/or RMC employees or persons positioned in or on the Board of these two organizations by whatever process. I, \_\_\_\_\_, on behalf of \_\_\_\_\_ (Name of the firm/agency) hereby undertake that all relevant statutory Requirements will be complied with. I, \_\_\_\_\_, on behalf of \_\_\_\_\_ (Name of the firm/agency) understand that if the above declaration is found incorrect, the present engagement would be terminated and \_\_\_\_\_ (name of the firm/agency) would be debarred from any further engagement by RMC ever.

**Date:**  
**Place:**

**Signature of the Bidder**  
**Name** \_\_\_\_\_  
**Designation** \_\_\_\_\_

**DECLARATION**

1. I,.....Son/Daughter/Wife of  
Shri.....Proprietor/Director/authorized signatory of  
the Agency mentioned above, is competent to sign this declaration and  
execute this tender document;
2. I have carefully read and understood all the terms and conditions of the  
tender and undertake to abide by them. We are not involved in any major  
litigation that may have impact of affecting or compromising the delivery  
of the services as required under this tender.
3. The information/documents furnished along with the above are true and  
authentic to the best of my knowledge and belief. I/we, am/are well aware  
of the fact that furnishing of any false information / fabricated document  
would lead to rejection of my tender at any stage besides liabilities  
towards prosecution under appropriate law.

**Date:**  
**Place:**

**Signature of the Bidder**  
**Name** \_\_\_\_\_  
**Designation** \_\_\_\_\_