

**Central Council for Research in Homoeopathy
New Delhi**

**E-Tender Document
For
Running / Operation & Comprehensive Annual Maintenance Contract,
Of
Centrally Air Conditioning Systems (HVAC Dunham-Bush Make)
At
Dr D P Rastogi Central Research Institute of Homoeopathy,
A-1/1, Sector 24, NOIDA**

Inviting E-Tender Notice

The item rate E-tenders are hereby invited on behalf of the Central Council for Research in Homoeopathy, under two bids system i.e. Technical and Financial from the OEM/well-established and authorized distributor/dealer engaged in undertaking the Running/ Operation & Comprehensive Annual Maintenance Contract of Air Conditioning system. The Details of the E-Tender document is as follows:-

Description	Details of the E-tender
Tender Ref No& date	7-120/20-21/CCRH/NOIDA/HVAC AMC
Estimated Value of the tender	Rs. 32,00,000.00
Earnest Money Deposit	Rs. 20,000.00
Tender Fee (Non-refundable)	NIL
Publish Date	4:00 PM on 04.01.2021
Pre Bid meeting for queries	11:00 AM on 11.01.2021
Start date and time of Bid preparation & submission on E-procurement portal	10:00 AM on 14.01.2021
Last date and time for Bid preparation & submission by bidders	3: 00 PM on 28.01.2021
Date and Time of Opening Technical Bid.	3: 00 PM on 29.01.2021
Date and Time of Opening Financial Bid.	To be decided later on
Last date and time for Earnest Money Deposit (EMD) of bid submission	On or before 3: 00 PM on 28.01.2021

Important Notes:

1. CCRH reserves the right to accept/reject any/all tenders in part/full without assigning any reason thereof.
2. The Tender document shall be available on Central Public Procurement Portal of Government of India at <https://eprocure.gov.in/eprocure/app>. Interested bidders are advised to regularly visit the Council's website www.ccrhindia.nic.in and <https://eprocure.gov.in/eprocure/app> in order to update themselves with regard to any change or additional information related to the tender.
3. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>

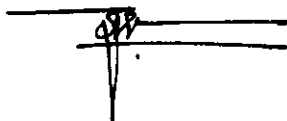

 29.12.2020
 Assistant Director (Admin)
 CCRH, New Delhi

Scope of the work

1. Running / Operation & Comprehensive AMC will be for a period of one year. This can be cancelled unilaterally by this office whenever the service is not found to be satisfactory or up to the mark.
2. Scope of Comprehensive Annual Maintenance Contract services shall include monthly compulsory visits in providing routine maintenance services, to attend complaints as and when they occur in the Air Conditioning System and annual maintenance services. Comprehensive AMC services shall include providing all manpower, labour, tools and replacement of all parts of the Air Conditioning System including all parts and consumables such as compressor, refilling of gas, indoor blower, outdoor connector, motor repair, PCB repair, fan blade etc. etc. The rates quoted for the AMC services shall also include all taxes and duties as applicable and cost of transportation of freight, insurances etc.
3. The total amount of Comprehensive AMC does not exceed the lowest rates accepted by this office as per the E-tendering. The AMC charges are payable in monthly instalments and nothing over and above this amount is payable. The release of payment will be made by the DDPR CRIH, NOIDA/CCRH, on monthly basis on the production of 'Satisfactory Service report' from the office covered under the AMC.
4. Even if no call is made by the DDPR CRIH/CCRH covered under AMC, the firm is required to undertake preventive maintenance by checking all the Air Conditioning System at least once in every month and servicing in every three months and confirm that the systems are in the best of working conditions.
5. Units taken out of the office premises for service at the workshop shall be returned at the earliest and in any case, within three days' time after obtaining permission in writing from DDPR CRIH NOIDA.
6. All service request/calls for repair work must be attended within 24 hours of the complaint being lodged with the AMC Provider. If the AMC Provider firm/dealer/service provider failed to attend the calls within 24 hours, this office reserves the right to get the work done by other firms/ dealer/service provider and deduct such expenses from the AMC charges. In the Case of exceptional and repeated delays, poor services, fault, break down, etc., this office reserves the right to deduct such costs as deemed to be necessary by way of damages and may also cancel the AMC unilaterally.
7. At the end of period/termination of Tender the agency shall demonstrate satisfactory testing and operation of all the air Conditioning System
8. The Tender will be awarded to the eligible firm/dealer/service provider only after all the formalities as per the terms and conditions are complied with and valid documents are produced to the satisfaction of this office.
9. The CCRH does not bind itself to accept the lowest bid or any tender and reserve the right to reject any tender without assigning any reason whatsoever any decision of the CCRH in this regard shall be final, conclusive and binding of the bidders.

Terms and Conditions

1. The tenderers are requested or advised to study the document carefully before submission of bids and must ensure that the conditions laid down for submission of offers detailed below are correctly and completely fulfilled. The E-tendering found to be deficient in any respect shall be summarily rejected. Similarly, conditional offers and offers with terms and conditions inconsistent with those contained in this document shall be rejected.
2. The tenderer shall deposit a sum of Rs.20,000/- (Rs.Twenty thousand only) as earnest money and receipt so obtained may be submitted along with technical bid. Earnest Money can be Deposited along with the technical bid by means of Bank Guarantee or any other format such as FD, bankers cheque, etc as approved drawn in favor of the Director General, Central Council for Research in Homoeopathy, at Delhi/New Delhi. Exemptions as applicable under rules shall be applicable if relevant documents are uploaded along with all other documents. The Earnest Money Deposit shall have to be valid for at least six months. Technical bids not accompanied by Earnest Money or Earnest Money in deviation from above shall be summarily rejected. No interest shall be payable by the CCRH for the sum deposited as EMD.
The EMD of the successful bidder will be converted into security deposit and shall not carry any interest and be refunded after successful completion of CAMC of the Air- Conditioning System.
3. The following documents are required to be submitted online along with the bid
 - a. The vendor/firm must have Valid registration certificate of business concerned.
 - b. The vendor/firm must have permanent account number.
 - c. The vendor/firm must have GST registration No.
 - d Having Annual Turnover of **Rs. 32.00 lacs** or more for similar business during the last three financial years 2017-18, 2018-19 and 2019-20 duly signed by the Chartered Accountant including profit and loss statement.
 - e. The vendor/firm must have earned profit during the consecutive three financial years.
 - f. Income Tax Return for the last financial Year.



g. The vendor/firm must have at least three years of experience in providing services of maintenance to Air Conditioning System.

h. The firms must have a flowing similar experience of successfully undertaking the AMC of Air Conditioning System in a Government Organization/ Semi- Government Organization. List of such Clients and Quantum of AMC handled must invariably be enclosed (Documentary Proof).

H(1) Three similar works each of value not less than **40 % of estimated cost.**

OR

Two similar works each of value not less than **60 % of estimated cost.**

OR

One similar work of value not less than **80 % of estimated cost.**

Definition of Similar work shall mean "SITC/RMO of HVAC System".

i) The Bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted by any of the Government agencies

4. Conditional bids shall not be entertained and shall be liable to be rejected.

5. The AMC will be awarded to the eligible firm/dealer/service provider only after all the formalities as per the terms and conditions are complied with and valid documents are produced to the satisfaction of this office.

6. The Council does not bind itself to accept the lowest bid or any tender and reserve the right to reject any tender without assigning any reason whatsoever any decision of the council in this regard shall be final, conclusive and binding of the bidders.

7. Performance Security Deposit

Successful bidder shall within one month from the date of conveying acceptance of the tender in his favor in writing have to deposit sum equal to 10% of the total estimated cost. As security for the fulfillment of the contract in the form of bank guarantee (in prescribed format) drawn in favor of Director General, Central Council for Research in Homeopathy at New Delhi. The performance security shall have to be valid up a period of 60 days beyond the completion of work/handing over the installation to the department and any extension of time thereof.

TECHNICAL SPECIFICATIONS

Details of Air Conditioning System installed at Dr DP Rastogi Central Research Institute of Homoeopathy, NOIDA to be placed under Comprehensive AMC for a period of one year.

S.No.	Type/make of Air conditioner	Capacity	Total Tonnage
1	Dunham-Bush make HVAC Plant (2x44 Ton) a) Air cooled screw chilling Units (44 TR)-2 nos. b) Chilled water Pumps-2 nos. c) Hot Water Generators (30 KW)-1 nos. d) Air- Handling Units I 2200 CFM-1 nos. ii 2500 CFM-2 nos. e) Inline and other Ventilation Fans f) Pan Type Humidifier g) Man Electrical Panel-1 nos. h) Piping and Ducting associate with the above equipment	44 TON	88 TON


 29.12.2020
 Assistant Director (Admin)
 CCRH, New Delhi

TECHNICAL BID

**Bidder profile for Comprehensive Annual Maintenance Contract of
Centrally Air Conditioning System at CRIH, NOIDA.**

1. Name and address of the firm/vendor and telephone No. _____
2. Registration NO. of the firm/vendor _____
3. Name Designation and Address
And telephone No. of authorized person of the firm to deal with

4. GST NO. _____
5. PAN No. _____
6. Details of bid security (EMD)
Deposited Amount Draft No. Date

7. Annual Turnover for the last three years (in lakhs) Attach proofs
2017-18 Rs. _____
2018-19 Rs. _____
2019-20 Rs. _____
8. Profits for the last 3 years (Attach proofs)
2018-19 Rs. _____
2018-19 Rs. _____
2019-20 Rs. _____
9. Documents for providing of comprehensive AMC of Air-Conditioning Systems to Govt./ Central or State PSUs. (Certificate of work experience (Attach proofs)

(Signature of the bidder with seal)

ANNEXURE 'B'

(To be submitted on letter head of the bidders along with the technical bid)

The Asst Director (Admin),
The Central Council for Research in Homoeopathy,
New Delhi.

Sir,

DECLARATION

Declaration regarding tender for R/O/ Comprehensive Annual Maintenance Contract of Centrally Air Conditioning Systems.

1. I/ We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves abide by them.
2. I/We undertake to offer my services in conformity with your requirements with terms and conditions set in the tender document.
3. I/We declare that I have never been blacklisted by any State Govt./Central Govt. or any State/Central PSU.

Dated:

Signature of the authorized of the bidder.

Name and address of the bidder

(Seal of the bidder)

Annexure 'C'**FINANCIAL BID**

S.No.	Description of Item	Qty.	Rate in Rs.	Unit	Amount in Rs.
01.	Comprehensive Maintenance including routine , preventive and breakdown maintenance of existing air condition plants and other systems/equipment of HVAC installation comprising of all machinery equipment etc.as required including supplying and replacement of all materials required for operation of HVAC system (Dunham-Bush HVAC Plant (2x44 Ton)	1Job for 12 Months		Job per Month	
02.	Running / Operation of existing HAVC Plant (2x44 Ton) Dunham-Bush make and other systems / equipment. Details of installation are given in Technical specifications above. Operation shall be done by deploying one number AC operator (skilled) in each shift (for three shifts).	1Job for 12 Months		Job per Month	

Charges quoted should be including all taxes such as GST, Labor cess, Swachh Bharat, Krishi Kalyan cess, etc. However, any changes made by the Govt subsequent to receipt of the tender shall be adjusted.

Signature of Authorized Signatory

Name of Authorized Signatory

contractor Stamp