

OFFICE OF THE UNIVERSITY ENGINEER
PATNA UNIVERSITY, PATNA -800 005
SHORT NOTICE INVITING QUOTATION

Quotation No.: 01/2018-19

Date: 12/04/2018

Designation of officer inviting quotation		University Engineer, Patna University, Patna	
Place, Time & Date of receiving of Quotation		Office of the University Engineer, Patna University, Patna up to 3:00 pm on 25/04/2018	
Place, Time & Date of opening Tender		Patna University, Patna at 3:30 pm on 25/04/2018	
Sr. No.	Particular	EMD	AMC Period
1	Comprehensive Annual Maintenance contract in respect of Window/split and package unit Air Condition with stabilizer located in different buildings of Patna university, Patna	2% of Gross Quoted Amount	One Year

TERMS & CONDITIONS:

- Paper submitted with quotation:
 - TIN/VAT/ PAN/GST
 - Reputed Firms/Manufactures/ Authorized Dealer /Registered contractor of Govt. of Bihar/CPWD/MES for appropriate category for Electrical License/Working Contractor of Patna University are applicable for said work.
- The agency firm should have a minimum turnover of Rs 15 lakh per year during the last three years (attached copies to be attached with the bid)
- The Bidder should inspect the site before filling in and submitting the quotation to get fully acquainted with the scope of work as no claim whatsoever will be entertained for any alleged ignorance thereof. Quotations must be submitted in original and without making any additions, alternations, and as per details given in other clauses given hereunder. The requisite details shall be filled in by the Bidder in the quotation Document wherever required.
- The agency should have experience of similar type of work at any Govt. Departments/ organization / Universities.
- The sealed quotation should also be sent through courier/Registered/Speed Post. Conditional quotation or quotations received after the due time and date shall not be entertained in any circumstances. University Authority would not be responsible for any delay or loss of the quotation document, The quotations

will be opened in the office of the undersigned in presence of any intending supplier or his/her authorized representative who may wish to be present at the designated time and place. If the fixed date turns out to be the holiday, the date of opening will be the next day. The cover containing the quotation should be super scribed as **Comprehensive Annual Maintenance contract in respect of Window/split and package unit Air Condition with stabilizer located in different buildings of Patna University, Patna**

6. Earnest money is to be deposited in the shape of D.D./ Banker's cheque in favor of The University Engineer Patna University, Patna @ 2% of quoted amount.
7. At the time of opening of quotation only participant quotationer or his single authorized representative with authority letter will be allowed to present.
8. The EMD shall be forfeited If the bidder withdraws his bid during the period of bid validity.
9. All disputes, what so ever shall be referred to the sole arbitration of The University Engineer Patna University, Patna and his decision shall be final and binding on the agency.
10. All the matters subject to the jurisdiction of Patna High Court.
11. Bidders should submit details in the format given at Annexure-1 and should quote the rates in the format given at Annexure-2 and Annexure -3. Incomplete bids will summarily be rejected. All corrections and alterations in the entries of quotation document will be signed in full by the Bidder with date. No erasing or over- writings are permissible. Submission of Quotation will signify the acceptance of all terms and condition of contract as above. It will not be obligatory for this office to accept the lowest quotation and no explanation shall be given for the cause of rejection of quotation to any quotation. No query after submission of the quotation shall be entered. In case of withdrawal of bid, the EMD will stand forfeited.
12. The price quoted by the firm participating in the quotation process should be valid for contract period.
13. Scope of work:-The selected agency/firm shall be responsible to provide comprehensive annual maintenance of all AC unit with stabilizer. The comprehensive AMC will include(i) wet services of all AC unit one in a quarter,(ii) periodical preventive maintenance on monthly basis(iii) all repairs(except compressor),(iv) all spares (except compressor and plastic parts) (v) gas charging.
14. Validity of Contract:- The period of annual maintenance contract will be valid for a period of one year w.e.f 01/05/2018 to 30/04/2019 and can be extended upto 3 years if agreed by the both parties on same terms and conditions.
15. Responsibility of the Firm/agency:- (i) The selected firm shall be responsible for all preventive checkup including the wet servicing, (ii)The quoted amount shall include, gas leakage testing charge, gas refilling charge, repairs and replacement of parts with stabilizer parts except the Compressor and Plastic parts, (iii)The rate details of Compressor and other item will be indicated by the firm in annexure-3 which will remain valid during the AMC period, (iv) All complaints must be attended to immediately, (v)In case the AC Unit is not responsible within the office ,the same shall be carried to your workshop at your own expenses with written permission of competent authority, (vi) The unit carried to the workshop shall be repaired within 24 hours failing which University Engineer shall be free to impose penalty @500/- per day, (vii) It shall be responsibility of the Firm to hand over the AC unit to this office under contract in working condition at the expiry of the contract.

(Please sign on each

- 16 Payment:- The Payment for AMC charges will be made in two installments (i) 50% of the total AMC charges will be paid to the firm after four months and obtaining satisfactory certificate from the users; (ii) 50% of the balance AMC charges after completion of contract and after submission of required service certificate signed by the university Engineer, (iii) Bill submitted by the agency of compressor charges and other charges payment will be made after verification of undersigned and rate should be according to annexure-3.
17. The undersigned reserve the right to accept or reject any or all the quotation without assigning any reasons.
18. Any other information may be obtained from the office of the University Engineer, Patna University, Patna during working hours in any working day.
19. The details may also be seen at website www.patnauniversity.ac.in
20. Any changes w.r.t. this quotation will be notified through website www.patnauniversity.ac.in only.

Sd/-
University Engineer
Patna University, Patna

Letter No : 22/UE

DATE:12/04/2018

Copy forwarded to.

1. Personal Assistant to the Vice-Chancellor, P.U., Patna
 2. Financial Advisor, P.U., Patna
 3. Registrar, P.U., Patna
 4. Development Officer, P.U., Patna
 5. Finance Officer, P.U., Patna
 6. Budget and Account Officer, P.U., Patna
 7. In charge, P.U.C.C., P.U., Patna: for upload of NIT on the website (www.patnauniversity.ac.in). Approval of the same has been taken in concerned file.
 8. Assistant Engineer/ Engineer Assistant and UDC of Works Department, Patna University, Patna
- } : For information please.

Sd/-
University Engineer
Patna University, Patna

(Please sign on each

Technical BID

Bid should indicate following information along with the self-attested photocopies of supporting documents:

Detail of Earnest Money: Rs.....
DD No..... Date.....
Name of Bank.....

1. THE FIRM or AGENCY

a) Name _____

b) Address _____

c) Tel No. Landline _____ Mobile _____

d) Email ID _____

3. PAN/ No. : _____

(Please enclose photocopy)

4. TIN No. : _____

(Please enclose photocopy)

5. GST No. : _____

(Please enclose photocopy)

6. License No : _____

(Please enclose photocopy)

(Please sign on each

Annexure-2

PRICE BID

SL. NO	Description	Quantity	Unit	Rate	Amount(inclusive of Taxes) Rs
1	CAM for Split Type Air conditioner				
	1.0 Ton	2	Each		
	1.5 Ton	54	Each		
	2.0 Ton	2	Each		
2	CAM for Window Type Air conditioner				
	1.5 Ton	7	Each		
3	CAM for Package Unit				
	8.5 Ton	4	Each		
4	4 KVA stabilizer	67	Each		
Total					

Signatures of authorized

Name.....

Seal

(Please sign on each

Annexure-3

Rate for items of accessories out of AMC				
SL No	Name of items	Unit	Rate (inclusive)	Amount
1	Copper pipe	Rft		
2	Drain pipe	Rft		
3	Gas refilling			
	CAM for Split Type Air conditioner 1.0 Ton	Kg		
	1.5 Ton	Kg		
	2.0 Ton	Kg		
	10 Ton	Kg		
4	Capacitor Startup	Each		
5	Capacitor Running	Each		
6	Relay	Each		
7	Thermostae	Each		
8	Fan Moter	Each		
9	Compressor			
	1.0 Ton	Each		
	1.5 Ton	Each		
	2.0 Ton	Each		
	10 Ton	Each		
10	Remote	Each		
11	Remote Battery	Each		
12	Air filter	Each		
13	Installation of AC	Each		
14	New Voltage stabilizer(4kva,130v to220v)	Each		
15	Old repair voltage Stablizer	Each		
16	MCB 25amp SP	Each		

(Please sign on each

	MCB 25amp SPN	Each		
	MCB 63amp TPN	Each		
17	Wiring with 4 sq mm in conduct	Per mtr		
	Wiring with 1.5 sq mm in conduct	Per mtr		
18	Indoor Kit repair	Each		
19	Gas leakage Testing	Each		
20	AC out door stand	Each		

(All Taxes will be inclusive in Rate)

Signatures of authorized

Name.....

Seal:

(Please sign on each