



केन्द्रीय रेशम उत्पादन अनुसंधान एवं प्रशिक्षण संस्थान

केन्द्रीय रेशम बोर्ड, वस्त्र मंत्रालय, भारत सरकार

बहरमपुर- 742101, मुर्शिदाबाद जिला, (पश्चिम बंगाल)

Central Sericultural Research & Training Institute

CENTRAL SILK BOARD, Ministry of Textiles, Govt. of India
Berhampore – 742101, Murshidabad Dist. West Bengal, India



No.CSB/CSR&TI/44-PUR/2011-12/

Dated: 09/02/12

To

Dear Sir,

Sub: Annual Maintenance Contract for Air Conditioner Machine – Reg.

TENDER DETAILS

- This Institute presently is having 54 A.C. Machines in different model and make. The details of which are given in **Annexure-I**. All Air Conditioner machines are kept in congenial environment and under well stable electricity situation and are in working condition. The interested parties who are well experienced in the field may offer their rates accordingly. The interested parties may offer their rates.
- The Machines are required to be brought into annual maintenance contract through a reputed and registered/authorized dealer. Therefore sealed bids are accordingly invited from the interested parties, who are well experienced in the field and are performing maintenance works of the AC machines to the best satisfactory of the customers/departments/organization.
- The tenders/bids should be submitted in a sealed envelopes super-scribing **“TENDER FOR AMC OF A.C. MACHINE”** along with 2% EMD of total value of the quoted price on or before 12.00 p.m on **29.02.2012**, EMD should be of Demand Draft in the form of A/c Payee Demand Draft/FDR in favour of Director CSR&TI, Berhampore drawn at Berhampore[W.B]. The EMD can also be deposited in cash at the cash counter of this Institute in which case the money receipt number should be mentioned in the quotation.
- The tenders will be **opened on the same day at 3-00 p.m.** in the presence of the parties or their authorized representatives who may choose to be present. The parties should keep their offer bid validity open up to 3 (Three) months from the date of opening of the tender.
- While a EMD of 1st and 2nd lowest Tenderer shall be retained till evaluation and finalization of bids/award of contract the CDRs in favour of unsuccessful bidders will be returned to them after expiry of final bid validity.

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- Before submitting the tender, the tenderer should go through the terms & conditions stipulated by the Institute given in '**Annexure-II**'. Tenderer can make on the spot inspection of the Machine on any working day from 09-30 a.m. to 5-00 p.m. The tenderer should mention the name of any other organization where the said machines are being maintained by them through AMC or otherwise.
- **10% Performance Security** of the quoted value should be deposited within 10 days from the date of award of contract. Performance Security should be deposited by Demand Draft or Cash. Performance Security will be released after the closure of AMC Period. The EMD deposit will be released soon after receipt of the performance security.
- The Institute is not bound to accept the lowest tender and reserves the right to reject any or all the tenders without assigning any reason. For further details/clarifications if any, please contact the undersigned at the above address between 10-00 a.m. to 5-00 p.m. on any working day.
- Any dispute shall be subject to the arbitration of the Director, CSR&TI, Berhampore

Yours faithfully,

Sd/-
Director



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ANNEXURE – I

Details of Air Conditioner machines at CSR&TI, Berhampore and their present status (Location wise)

Sl. No	Machines allotted in Section.	Make & model of AC machine	Total No.	Capacity [in Ton]	Window Type	Split Type	Functional	Non functional	Total
1	Establishment Section	Sumsung	2	2	2	0	2	0	2
2		L.G	2	2	2	0	2	0	2
3	Meeting Room	Amtrex	3	1.5	3	0	3	0	3
4		Voltas Vectra	1	1.5	1	0	1	0	1
5	Auditorium	Voltas Vectra	4	1.5	4	0	4	0	4
6		L.G	1	2	0	1	1	0	1
7	Director Cell	Amtrex	1	2	0	1	1	0	1
8		Weather	1	2	0	1	1	0	1
9		Blue Star	1	1.5	1	0	1	0	1
10	Mini Meeting Room	Blue Star	1	1.5	1	0	1	0	1
11	Scientist-E Chamber	Voltas Vectra	1	1.5	1	0	1	0	1
12	RTI, Section	Voltas Vectra	1	1.5	1	0	1	0	1
13		Weather Maker	1	1.5	1	0	1	0	1
14	Computer Section	Voltas Vertis	1	1.5	1	0	1	0	1
15	Bio-Technology Section	Voltas Vectra	1	1.5	1	0	1	0	1
16		Blue Star	1	1.5	1	0	1	0	1
17		Voltas Vectra	2	1.5	0	2	2	0	2
18	Entomology Section	Weather Maker	2	1.5	2	0	2	0	2
19	SBG Section [Rearing House-1]	Weather Maker	2	1.5	2	0	2	0	2
20		Amtrex	1	1.5	1	0	1	0	1
21		Voltas Vectra	1	1.5	1	0	1	0	1
22	SBG Section [Rearing House-8]	Voltas Vectra	2	1.5	2	0	2	0	2
23	SBG Section [Rearing House-7]	Voltas Vectra	3	1.5	3	0	3	0	3
24		Weather Maker	1	1.5	1	0	1	0	1
25	SBG Section [Instrument Room]	Voltas Vectra	1	1.5	1	0	1	0	1
26		Weather Maker	1	1.5	1	0	1	0	1
27	SBG Section	Weather Maker	1	1.5	1	0	1	0	1
28	Chemistry Section	Voltas Vertis	1	1.5	1	0	1	0	1
29	Agronomy Section	Voltas Vectra	1	1.5	1	0	1	0	1
30		Weather	1	1.5	1	0	1	0	1
31	Mulberry Physiology Section	Weather	1	1.5	1	0	1	0	1
32	Training Hostel	Voltas Vertis	2	1	2	0	2	0	2
33		Blue Star	1	1.5	1	0	1	0	1
34	Training Section	Voltas Vectra	2	2	0	2	2	0	2
35	S.W. Pathology Section	Weather	1	1.5	1	0	1	0	1
36	Rest House	Amtrex	2	1.5	2	0	2	0	2
37		Voltas Vertis	1	1.5	1	0	1	0	1
38		L.G	1	2	0	1	1	0	1
TOTAL A C MACHINES			54		46	8	54	0	54



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ANNEXURE-II

Terms & Conditions:

- The party must be in the field of A.C. Machine servicing for at least 3 years.
- The maintenance contract for A.C. Machine should be from single party.
- The maintenance by the party shall be done satisfactorily in such a way that the performance of each item will remain as original and will conform not below to its present configuration.
- The party shall provide preventive maintenance of the machine in every month, which includes free repairs/ servicing. Spare Parts if required will be provided by this Institute.
- The AMC will be on-site [Non – comprehensive]. Whenever a A.C. Machine will go out of order the same will be communicated by any means to the party, party shall arrange to depute a suitably qualified personnel to this institute, not merely for inspection of the problem, but for its proper rectification, equipped with all spares which may be required, strictly within next 3 (Three) working days of the receipt of the communication. In no case the personnel will be allowed to take any component for its off-site repair except in situation as stated in the next para. In very rare and severe cases he may be allowed another three working days after his first visit. A delay beyond the first three working days will doubly extend the period of AMC of the whole A.C. Machine. If the delay in proper rectification is more than 20 (Twenty) working days from the date of receipt of the first communication, the competent authority of this institute will have the right to discontinue the contract by just informing the party, in which case the **Security Money Deposited by the party will be forfeited.**
- The Institute shall provide proper power source and standard power connection for operating A.C. Machine. The Institute will ensure that the components of the systems are not opened or removed by persons not authorized by the party. Any addition or deletion of AC machine for the proposal of AMC should be possible on pro-rate basis.
- The charges for AMC will remain fixed throughout the period or extended period due to delay in providing services, if any. Payment against the AMC will be made by the Institute to the party at the rate of one-fourth of the total AMC charges on Quarterly basis after completion of each quarter along with extended period due to delay in providing services, if any.
- The AMC may be extended further with mutual consent of the Institute and the party at the same rate and terms of AMC after successful completion of One-year contract period.

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- In order to claim exemption from E.M.D., Certificate issued by the S.S.I. or concerned Authority, if any may be furnished.
- E.M.D. will be forfeited in case non-agree after selection with the stipulated date.
- Tender received from the parties after due date of receipt will be rejected and / or returned un-opened to the tender.
- VAT/Service Taxes/Statutory Excise Duties and other charges if any should be clearly mentioned.
- Income Tax chargeable at source if any shall be deducted at the time of settling the bill. A certificate to this effect shall be issued in Form-16A.
- The Director or his authorized officer reserves the right to accept or reject and or all Quotation(s) without assigning any reason whatsoever.
- The Director, CSR&TI, Berhampore will be the sole arbitrator for any dispute.