

NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR-788010

No. NITS/PS-579/CCC/AMC of PAC/18

Date: 21/03/2018



NOTICE INVITING TENDER

FOR PROVIDING AMC OF PAC AT NIT SILCHAR

LAST DATE & TIME OF SUBMISSION : 13/04/2018 up-to 01.00PM

DATE & TIME OF OPENING : 13/04/2018 at 03.30PM



NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR - 788 010

NOTICE INVITING TENDER

Sealed tender invited from manufacturer/reputed firms/ vendors/authorised service providers/ authorised **PAC (Precision Air Conditioner)** supplier for providing the Annual Maintenance Contract (AMC) of PAC at National Institute of Technology, Silchar. The firm shall submit an Earnest Money Deposit (EMD) @2% of the total bid value in the form of **Demand Draft in favour of "The Director NIT, Silchar"**. Payable at Silchar. No Interest shall be paid on EMD at the time of return.

Detailed List of PAC to be covered under AMC is given in **(Annexure – A)**.

Tender documents can be obtained from Purchase Section, NIT Silchar or may be downloaded from our website www.nits.ac.in or <http://tenders.gov.in> .The cost of tender document is **Rs.500.00** (non-refundable) to be submitted in the form of Demand Draft in favour of The Director NIT Silchar. Payable at Silchar. The last date and time for submission of Tender documents will be 13/04/2018 up-to **01.00 PM** and tender will be opened on the same date at **03.30 PM** in the office of the S.T.O., NIT SILCHAR.

The offers without Cost of Tender & Earnest Money Deposit (EMD) shall out rightly be rejected.

Director, NIT Silchar reserves the right to extend the date, or cancel the tender, accept or reject any/all tenders at any time.

Tenders are to be sent/submitted in sealed covers addressed to:-

The Faculty-In-Charge, Purchase
National Institute of Technology, Silchar-788 010 (Assam)

REGISTRAR, NIT SILCHAR

1. Eligibility criteria and Mandatory Documents required along with the bid:

The Bidder must submit the following documents along with the tender.

1. The bidder should have been in the business of PAC sales, service, implementation & integration related activities for at least past 5 (five) years in North East India. Documentary evidence to be furnished.
2. Bidder should have minimum turnover of Rs.4.5 lakh in last 03 financial years. Financial statements (Balance Sheet, P&L Statement) for last 03 years to be enclosed
3. PAN Card, Firm Registration, Central Excise Registration, Service Tax Registration, GST Registration Certificates.
4. Up to date Trade License.
5. IT returns for the last 3 years.
6. At least one work order for AMC of PAC from any Govt./Public Organization must be submitted along with the bid.
7. The bidder applying for this tender should be an authorized enterprise business partner and service provider of the OEM. Necessary certificate from the UPS Manufacturer (OEM) should be enclosed. The bidder who will be awarded the work order must furnish the contract copy with OEM.
8. The Bidder must have its own service centre in Assam / Silchar for maintenance services along with adequate stores of reserve of replacement spares. Documentary evidence to be furnished.
9. The Bidder should not have been black-listed or debarred from business from any Government/Government agency/Institute/PSU in India for last 7 years. Affidavit to be enclosed
10. Solvency certificate of minimum Rs. 5 Crores from Bank.

2. Terms & condition:

- a) The Annual maintenance contract includes preventive as well as corrective maintenance.
- b) The firm shall depute well qualified & experience service engineer(s) for attending maintenance related complaints.
- c) **Scope:**
 1. Maintenance service shall consist of preventive and corrective maintenance of the PAC(s). In case of any breakdown, all efforts shall be made by the firm of rectify and make the PAC(s) operational at the earliest. Breakdown Maintenance will be carried out in the event of malfunction, which prevent the operation of the system and it includes fault-finding, repair/replacement of defective parts and functional checking. The system shall be set right by the firm within 3(three) working days barring holidays, bandh, road blockade etc. from date of complaint received by the firm.
- a) The replacement of defective parts with good quality & OEM branded parts will be done by the firm as per the mutually agreed terms. Used / repaired parts of any other brand from any other source are not acceptable. AMC shall cover each & every parts of item & replacement of any parts necessary for keeping the PACs) active & free from any defects/ disturbances.
- b) Firm will supply all the new release / new version / updates of parts free of cost.
- c) In case, item is of proprietary nature, firm should enclose certificate & other documents as a proof in this context.

3. Validity:

- a. The contract will be initially for 1(one) year from the date of award and may be renewed for further 1(one) year with the consent of both parties and based on satisfactory services provided by the firm.
- b. This Agreement may also be terminated by at any time if the firm fails to rectify major pending complaints no compensation in this regard will be entertained.

4. Payment terms:

The AMC Charges shall be payable to the service provider in two instalment i.e. Half yearly (six months) payment at the end of each instalment of AMC period after deducting penalties, if any, Half yearly advance payment may be made against Bank Guarantee on equal value at six months payment. TDS, Service tax and any other applicable taxes as per prevailing rates will be deducted before making the payment. If there is any increase / decrease of statutory taxes will be reimbursed accordingly.

5. Agreement:

The selected firm shall have to sign an agreement in two sets on non-judicial stamp papers of Rs.100.00 (One hundred) each only containing details of terms & conditions after issue of P.O. to begin AMC. One set will be retained by the NIT Silchar and other set is to be retained by the firm.

6. Penalty for Failure:

- a) The firm will ensure 90% uptime in respect of service. The uptime will be completed on calendar month basis in a non-cumulative manner.
- b) The down time penalty charges if not rectified within 3(three) days – Rs.100/- per day penalty shall be imposed & deducted from their bill.

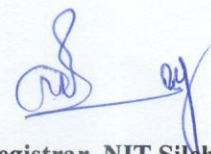
7. Earnest Money Deposit (E.M.D.):

EMD@2% in the form of demand draft in favor of "Director National Institute of Technology, Silchar", payable at Silchar must be deposited along with the quotation without which the quotation will not be honoured and liable to be rejected. The EMD will be refunded to unsuccessful quotationer(s) within a month of finalization of quotation.

8. Performance Security Deposit:

The successful firm have to deposit performance security equivalent to 10% of total contract value in the shape of Bank Draft/F.D.R./Bank Guaranty at the time of signing the AMC agreement. The validity of performance security deposit will be 13 months from the date of operation of AMC and the EMD shall be released after receipt of performance security.

9. Tender shall be valid for a period of **6(six) months** sent in a well-sealed envelope super scribes "**Tender for AMC of PAC at NIT Silchar**"
10. The rate shall be quoted both in figure & words and all taxes shall be mentioned separately. Educational Discount if any shall be mentioned.
11. The Director NIT, Silchar reserves the right to accept or cancel any or all quotation without assigning any reason thereof.
12. National Institute of Technology Silchar is not liable for non-receipt of the tender forms in time due to wrong address/ any delivery delay of the mail service provider/ force majeure. Tender documents received after the last date and time for receiving tenders will be summarily rejected.
13. All legal disputes shall be under the jurisdiction of the Silchar Courts of Cachar District in the state of Assam.



Registrar, NIT Silchar

DECLARATION

I / We hereby declare that no case is pending with the police/ court against the proprietor/ firm/ partner or the company (Agency). Also I /We have not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court.

(Signature & seal of the contractor)

Place: .

Date:

NO DEVIATION CERTIFICATE

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of this tender and we do not have any deviation to this tender enquiry. We hereby undertake and confirm that we have understood the scope of work properly and shall be carried out as mentioned in this tender enquiry.

(Signature & seal of the contractor)

Place:

Date:

BIDDERS DETAILS

| | | |
|-------------------------------------|---|----------------------|
| Name of the Contractor /Party/ Firm | : | <input type="text"/> |
| Name of Authorized Representative | : | <input type="text"/> |
| Phone Nos. | : | <input type="text"/> |
| Mobile Nos. | : | <input type="text"/> |
| Fax No. | : | <input type="text"/> |
| E-Mail Address | : | <input type="text"/> |
| Web Site Address (If Any) | : | <input type="text"/> |

(Signature & seal of the contractor)

Place:

Date:

TECHNO-COMMERCIAL BID

| NAME OF THE WORK :at NIT Silchar | | | | | |
|----------------------------------------------------|----------------------------------------------------|------|------------------------|--------------------|-----------------------|
| TENDER NO. : NITS/PS-....., Dtd., LOS : | | | | | |
| Sl. No. | Name of item/work with Specification, Make & Model | QTY. | Rate per Unit in (Rs.) | Taxes in % & (Rs.) | Total Amount in (Rs.) |
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| | | | | | |
| Sub Total Amount | | | | | |
| Discount (if any) | | | | | |
| Taxes (if any) | | | | | |
| Other Charges (if any) | | | | | |
| Grand Total Amount | | | | | |
| (AMOUNT IN WORDS) | | | | | |

I/ we have gone through all the Special & General Conditions and the contractor's obligations enclosed with this tender document and agree to abide by these.

Note: In case of discrepancy in rates between figure & words the higher will be taken for evaluation of bid and lower value will be taken for award of work.

(Signature & seal of the contractor)

Place:
Date:

CHECK-LIST (TECHNICAL BID)

SUMMARY OF COMPLIANCE TO REQUIREMENT OF TENDER

| Sl. No. | Description of Requirement | Yes / No / NA | Page No. |
|---------|-------------------------------------------------------------------------------------------------------------------------------|---------------|----------|
| 1. | Tender Cost Rs.500/- (Non-refundable) in the form of Demand Draft in favour of "Director, NIT Silchar" in a separate envelope | | |
| 2. | EMD @2% in the form of Demand Draft in favour of "Director, NIT Silchar" in a separate envelope | | |
| 3. | Copy of Manufacturer/ Authorized Supplier Certificate/Authorised letter/ | | |
| 4. | Audited financial statement for the last 3 years | | |
| 5. | Copy of the PAN card. | | |
| 6. | Copy of GST registration certificate | | |
| 7. | Copies of previous work order of similar work with completion certificate | | |
| 8. | Declaration certificate | | |
| 9. | No Deviation certificate | | |
| 10. | Bidder's details | | |
| 11. | Technical Specification | | |
| 12. | NSIC/SSI Certificate where applicable | | |
| 13. | All the pages of tender document have been signed | | |
| 14. | Sealed envelope of price bid submitted. | | |
| 15. | Complete copy of Techno Commercial Bid submit along with the Price Bid. | | |

(Signature & seal of the contractor)

Place:

Date:

Annexure-A

NAME OF THE WORK WITH ITEM DETAILS: AMC OF PAC

| Sl. No. | Qty. & Item | PAC Sl. No. | Make & Model | Location | Period of AMC |
|---------|-------------|-------------|----------------------------------------------|-------------------------|---------------|
| 1 | 2 | | Emersion, PDX 025X Downflow frontal | CCC (Server room) | 1 year |