

F.No. 8-1/2010-CCRAS/Admn./Store/Pt.I

**CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCE
Jawahar Lal Nehru Bhartiya Chikitsa Evam Homoeopathy Anusandhan Bhawan,
No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi – 110058**

Sub: Tender for supply & Installation of 08 Nos. Window Air conditioners to CCRAS (Hqrs.) New Delhi.

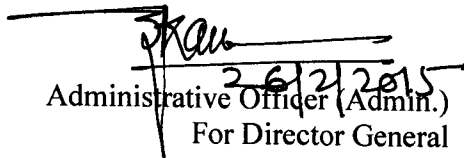
1. Quotations in sealed cover are invited in double bid Technical bid & financial bid separately from authorised vendors of Original Equipment Manufacturers (OEMs) for supply & installation of 08 Nos. Window Air conditioners of 1.5 Ton capacity the specifications given at Annexure –I.
2. Technical Bid and Financial Bids should be submitted in separate sealed envelops.
3. General information about the tender:-

a)	Tender Reference No.	F. No. 8-1/2010-CCRAS/Admn./Store/Pt.I
b)	Submission of Tenders	Director General, Central Council for Research in Ayurvedic Sciences Jawahar Lal Nehru Bhartiya Chikitsa Evam Homoeopathy Anusandhan Bhawan, 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058
c)	Last date and time for receipt of Tenders	16/03/2015 at 5.00 PM
d)	Time and date of opening of Technical Tenders	17/03/2015 at 11.30 AM
e)	Time and date for opening of Commercial bids	20/03/2015 at 11.30 AM
f)	Place of opening of Tenders	Conference hall Room No. 223, 2 nd Floor, CCRAS HQs Office, No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058

4. The Tender shall be submitted in sealed envelope clearly super scribing on the envelope "Bid for supply of 08 Nos. Window Air conditioners of 1.5 Ton capacity". The sealed Tenders may be sent by Speed Post/Registered Post or delivered by-hand, so as to reach the above mentioned address, by due date and time. Tenders received late will be not considered and rejected outright.
5. **Earnest Money Deposit:** - The bidders shall furnish EMD for a sum of ₹10,000/- for 08 Nos. Window Air conditioners of 1.5 Ton capacity by Account Payees Demand Draft or Banker's Cheque in favour of "Director General, CCRAS, New Delhi" along with the Technical Bid.
6. Guidelines for preparation of **Technical Bid:**
 - The tenderer must attach following documents with signed tender document:
 - a. Quotation form as per Annexure-I completely filled and signed by the tenderer.
 - b. A Demand Draft/ Pay order of ₹10,000/- for EMD.
 - c. Copy of VAT and Service Tax registration.

- d. Authorization letter of the original manufacturer of the ACs/ Voltage stabilizers in case of distributors /dealers.
- e. Details of the Air conditioner to be supplied
- f. Rates for supply and installation of Air conditioners and stabilizers as per Annexure-I.
- g. IT Return for last three years.
- Technical Specifications of the Air conditioners and stabilizers are as under:
- a. Type of Air conditioner -- Window AC
- b. Capacity of window AC – 1.5 ton
- c. Star Rating of window AC -- ***** (Five star rating)
- d. Stabilizer -- 4 KVA (must be ISI marked)
- Income Tax Returns for the last three years, copy of PAN and VAT Registration need to be attached.
7. Submission of Commercial Bid: The financial bids for supply and installation of 08 Nos. Window Air conditioners of 1.5 Ton capacity shall be submitted in format at Annexure – II.
8. **Terms for payment:**
- a) On completion of Supply of the items at CCRAS HQs Office, No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058, CCRAS Purchase Committee will inspect supply of 08 Nos. Air conditioners of 1.5 Ton capacity in good condition before release of payment to the Vendor.
- b) All payments will be released based on the rate quoted in the bid and invoices submitted to CCRAS HQs Office by the vendor.
9. **General Terms & conditions:**
1. Firms participating in the tender should submit two bids i.e. Technical bid and Price bid (Financial bid) separately.
2. Bids should be submitted either by original manufacturer or authorized dealers appointed by such manufacturers in India, who have adequate sale service experience in supplying such instruments for more than 5 years.
3. The rates should be quoted including FOB, New Delhi and should include transportation and Commissioning of the instruments (s) at CCRAS HQs Office, No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058.
4. The supplier should mention the Warranty/Guarantee period for the instrument.
5. Each bidder should submit an E.M.D. of ₹ 10,000/- for 08 Nos. Air conditioners of 1.5 Ton capacity as mentioned in annexure for instrument. The E.M.D. will be returned to the unsuccessful bidder after the bids are finalized. EMD should be in the form of Demand Draft, drawn in favour of Director General, CCRAS, New Delhi. The EMD of successful bidder will be kept as performance security and will be returned after installation of window Air Conditioners.
6. The EMD shall be forfeited:
- (a) If a bidder withdraws his bid during the period of bid validity specified by the bidder on the Bid form or

- (b) In the case of a successful bidder, if the bidder fails to supply and install the air-conditioners 15 days from the date of supply order of the Department.
7. Any bid received by the Department after the deadline for submission of bids prescribed by the Department shall be rejected and returned unopened to the bidder.
 8. Delivery of the Goods and performance of the services shall be made by the Supplier in accordance with the time schedule specified by this Department in its purchase order. In case the supply is not completed in the stipulated delivery period, as indicated in the Purchase Order, Department reserves the right to short close /cancel this purchase order and/or recover liquidated damage charges. The cancellation/short closing of the order shall be at the risk and responsibility of the supplier and purchaser reserves the right to purchase balance unsupplied item at the risk and cost of the defaulting suppliers who will be obligated to make good the pecuniary loss to the Department.
 9. The supplier should not handover execution of order to any other/sister firm(s); it will lead to the cancellation of order.
 10. In case the supplier being unable to supply with in stipulated time or going insolvent the loss incurred to the Government will be borne by the supplier.
 11. Last date of tender submission by **16/03/2015** upto **5.00 PM** to the office of Director General, CCRAS, New Delhi on working days.
 12. The Director General, CCRAS reserves every right to reject/accept any or all bid without assigning any reason.
 13. The quality/condition should be good and as per the specifications as mentioned in technical specification; substandard instruments/items and non-conforming of specification will not be accepted; the same will be replaced by the supplier at their own cost.
 14. The tenders (Technical Bid) will be opened on **17/03/2015** at **11.30 PM**. The tenderers or their representative who are willing may attend the tender opening in the Committee Room No. 223 on the Second Floor at CCRAS (Hqrs.) New Delhi.


Administrative Officer (Admin.)
For Director General

QUOTATION FORM

**“Tender for supply and installation of Window Air conditioners and stabilizers in the CCRAS
(Hqrs.) Janakpuri New Delhi”**

1. Name of the tenderer (in Block letters) _____
2. Address _____

3. Telephone No. _____
4. Bank Draft No & date _____
5. Amount of Draft _____
6. Name of the Bank _____
7. VAT No. _____
8. Service Tax No./PAN/TIN No. _____

I/we hereby declare and affirm that I/we have read and understood the terms and conditions of the contract as stipulated in the tender notice No. **8-1/2010-CCRAS/Admn./Store/Pt.I** dated ___/___/____. Accordingly, I/ we accept the terms and conditions and hereby offer the rates for supply and installation of window Air conditioners and voltage stabilizers as per ANNEXURE-II.

Signature _____

Name of the tenderer _____

Date _____

Official seal of tenderer _____

TECHNICAL SPECIFICATIONS

Make of Window Air conditioners : Hitachi, Blue Star, Carrier, Voltas	
Capacity of Window Air Conditioners : 1.5 Ton	
The Window Air Conditioners may be ISI approved	
Window Air Conditioners may be Five Star rated	
The stabilizers of 4/5 KVA of 3-5 Star rated be provided and installed with Window Air Conditioners	
EMD of ₹10,000/-	
Copy of VAT and Service Tax registration/PAN/TIN No.	
Authorization letter of the original manufacturer of the ACs/ Voltage stabilizers in case of distributors /dealers.	
Income Tax Returns for the last three years	
Name of Govt. organization/Public Autonomous Bodies where Air Conditioners has been provided by the vender earlier attach the supply order.	

FINANCIAL BID

Particulars	Unit Qty.	Make & Model No.	Rate per unit Excluding All Taxes
Window Air conditioners	01 No.		
Installation charges of Window Air conditioner	01 No.		
Stabilizer - 4 KVA (ISI marked)	01 No.		
Total Amount for supply and installation of one unit			

Signature of the authorized Signatory _____

Date: _____

Seal of the firm: _____