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**केन्द्रीय आयुर्वेदीय हृदयरोग अनुसंधान संस्थान,**  
पंजाबी बाग (पश्चिम), रोड नं. 66, नई दिल्ली- 110026  
अधीनस्थ केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्, आयुष मंत्रालय, भारत-सरकार  
**Central Ayurveda Research Institute for Cardiovascular Diseases,**  
Punjabi Bagh (West), Road No. 66, New Delhi - 110026  
Under Central Council for Research in Ayurvedic Sciences, Ministry of AYUSH, Govt. of India

## E – TENDER NOTICE

FOR

**TENDER No. : 04-17/2020-21/CARICD/ET/ACs/**

**Dated:**

### NOTICE INVITING QUOTATIONS

**FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR SPLIT AND WINDOW AIR CONDITIONERS AT CENTRAL AYURVEDA RESEARCH INSTITUTE FOR CARDIOVASCULAR DISEASES, PUNJABI BAGH (WEST), ROAD NO.66, NEW DLEHI – 110026**

NAME OF CONTRACTOR WITH ADDRESS : .....

.....

.....

DATE OF ISSUE OF TENDER : **1st July 2020**

LAST DATE AND TIME FOR SUBMISSION : **2.30 P.M. 06 July 2020**

EARNEST MONEY DEPOSIT : **Rs.10,000/-**

DEMAND DRAFT/BANKERS CHEQUE NO. :

NAME OF THE ISSUING BANK :

*13/7/20*  
*GR*

**CENTRAL AYURVEDA RESEARCH INSTITUTE FOR CARDIOVASCULAR DISEASES,**

**Notice Inviting Tender**

Sealed quotations are invited for Annual Maintenance Contract for Window and split type air-conditioners installed at Central Ayurveda Research Institute for Cardiovascular Diseases, Punjabi Bagh (West), Road No.66, New Delhi – 110026

**Details of tenders are as under:**

1. Name of Work : Annual Maintenance Contract for Window and split type air-conditioners installed at Central Ayurveda Research Institute for Cardiovascular Diseases, Punjabi Bagh (West), Road No.66, New Delhi – 110026
2. Time allowed for completion : **Initially for One Year**
3. Earnest Money Deposit : Rs.10,000/ (Rupees Ten Thousand Only) by crossed Bank draft/ Bankers Cheque drawn in favour of Director C.A.R.I.C.D. SBI, Shivaji Park, Punjabi Bagh, New Delhi - 110026
4. Cost of Tender documents : Not applicable
5. Tender documents downloading start date (On line) From 5.00 P.M on 01/07/2020
6. Tender documents downloading End date (on line) upto 2.30 PM on 06/07/2020
7. Last date and time for receipt Tech Bid in physical form : upto 2.30 P.M.on 06/07/2020.
8. Last date and time of submission of tender (On line) Upto 2.30 P.M on 06.07.2020
9. Date and time of price bid opening of tender (online) At 03.00 PM on 06/07/2020
10. Address at which the tenders will be received and opened : **The Director, Central Ayurveda Research Institute for Cardiovascular Diseases, Punjabi Bagh (West), Road No.66, New Delhi – 110026**

**MODE OF SUBMISSION AND OPENING OF TENDER**

The Technical bid to be submitted in physical form (hard copy) in a sealed envelope at the Office of The Director, Central Ayurveda Research Institute for Cardiovascular Diseases, Punjabi Bagh (West), Road No.66, New Delhi – 110026 and Price Bids shall be submitted by soft format on [pch.com.caricd@gmail.com](mailto:pch.com.caricd@gmail.com) before the last date and time of submission **(without submission of these documents the applications shall liable to be rejected)**

In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time. The Director (Institute) C.A.R.I.C.D. has the right to accept/reject any or all tenders without assigning any reason.

The block contains a handwritten signature in blue ink, which appears to be 'T. S. Ch...' followed by a blue circular stamp or seal.

## TERMS AND CONDITIONS

1. The firm shall render maintenance service on all working days during working hours so that the equipments covered under the Annual Maintenance Contract are kept in good working order.
  2. The firm shall carry out regular maintenance of the air-conditioners as per the following schedule:-
    - All ACs are to be overhauled, cleaned and wash with anti corrosive detergent/ liquid twice in a year to remove dust and other dirty materials so that the units are in neat and clean conditions and **keep record in maintenance log book.**
    - Oiling and greasing of the units for smooth running of fans, motors and compressors and **keep record in maintenance log book.**
    - Tightening of all screws, nuts & bolts to reduce the vibration/ noises and others and **keep record in maintenance log book.**
    - The filters are to be washed and cleaned in every 15 days so that there will be no deposition of dust and keep record in maintenance log book.
    - Testing of air-flow with flow meter once in every month and keep record in maintenance log book.
    - Testing of proper cooling with thermometer once in every month or, as and when required and keep record in maintenance log book.
    - Contractor should never bypass or remove the Contactors and Relays from any unit. In case of any defect in contactors/ relays, the same must be replaced at their cost. No extra payment will be made. In case if the Official Institute finds such by pass in any unit a penalty of Rs.1000/- will be deducted/ recovered from the Contractor.
    - No loose wires/ connections/temporary connections will be allowed.
    - This is a Comprehensive Maintenance Contract Service. The maintenance service shall consists of attending to all breakdown and carrying out necessary repairs, including replacement of defective parts/ with new preferably from the same manufacturing company of the parts/ components, replacing defective compressor with new compressor of same manufacturing company, recharging of gas, Nitrogen pressure test if any etc. as required.
- The firm shall keep and provide service units, in good working condition, free of charge, during repair/ overhaul of the under repair unit.**
- Besides the above as mentioned in sl no. 3, the air conditioning units are to be serviced once every month during peak summer from July to December and once in every quarter during January to June.
- AC* 1349

- Verbal / Written complaints are to be attended immediately of lodging of complaint.
- The air conditioners units should be repaired on site to the extent possible. However, in case the repairs are to be carried out at the Contractor's account.
- The successful tenderer shall not in any case, assign, transfer or sublet the work due under this contract.
- The Annual Comprehensive Maintenance Rates shall be valid initially for a period of one year from the date of entering into the contract or for the period as mentioned in Annexure-I. The quoted rates shall be inclusive of all taxes/levies and will remain valid for the entire period. No payment will be made extra.
- Rates quoted shall be firm and valid for the period of contract. However, during the period of contract, if the no. of units is reduced/ increased the AMC charges shall be reduced/increased proportionately.
- Payment shall be released against bills, on quarterly basis at the end of each quarter, based on certification by the end user regarding satisfactory rendering of service by the vendor. All the statutory deductions at source will be made from their bill.
- In case if the firm fails to provide satisfactory services during the AMC period, their contract will be terminated and their security/ retention money will be forfeited.
- If the firm delays to execute their works/ to render their services, a penalty of Rs.100/- per day will be deducted from their bill.
- The contract is initially for a period of One year and Institute may renew for another One year at the same Terms and Conditions of tender.
- Director (Institute) CARICD reserves the right to cancel any/ all the tender (s) without assigning any reason.
- Before expiring of the AMC, the vendor must hand over all the units in perfect working conditions on or before expiring of date, Otherwise the Security Deposit and any payment due if any to the contractor will be forfeited.

**Read and agreed all the above terms and conditions.**

**Signature of Contractor**

Not

**Seal:**