

F.No.21/1/2010-Genl Admn.  
**GOVERNMENT OF INDIA**  
**MINISTRY OF FINANCE**  
**DEPARTMENT OF DISINVESTMENT**

Block No.11, CGO Complex  
Lodhi Road, New Delhi - 110001  
Dated 18<sup>th</sup> February, 2010

**NOTICE INVITING TENDER**

**Subject : CSMC of Air Conditioners, Stabilizers and Water Coolers for summer season 2010.**

Sealed quotation are invited from interested and eligible and service agencies for the following jobs subject to the terms & conditions mentioned in para 2 below :-

**1. Comprehensive Service & Maintenance Contract (CSMC) of Air Conditioners, Stabilizers and Water Cooling Machines of the Department:**

S.No.	Description of machine	Capacity	Qty.
1.	Amtrex Air Conditioner (without heating element ) with Stabilizer.	1.5 ton Window.	4 Nos.
2.	Amtrex Air Conditioner (without heating element) with stabilizer.	1.5 ton Split.	6 Nos.
3.	Amtrex Air Conditioners (without heating element) with Stabilizer.	2.0 ton Split.	9 Nos.
4.	Videocon Air Conditioner (without heating element )	2.0 ton split	3 Nos.
5.	Videocon Air Conditioner (without heating element )	1.5 ton split	6 Nos.
6.	LG Air Conditioner (without heating element )	1.0 ton Window	2 Nos.
7.	Blue Star Water cooler.	40 Ltr.	2 Nos.

**2. Terms and conditions :**

2.1 Eligibility of firms : The firm or the service-providing agency should have valid service tax registration no. and should have minimum three years experience of providing similar service to any govt. organization or organization of repute. A copy of Service Tax registration No., TAN/PAN and certificate of experience are required to be attached.

- 2.2 Period of contact : The period of CSMC of AC etc. shall ordinarily be 9 months from the date of award of contact (tentatively commencing from 18<sup>th</sup> March, 2010).
- 2.3 Place of work : The machines for which CSMC will be awarded are installed in various rooms of this Deptt, located at Block No. 11 & 14, CGO Complex, Lodi Road, New Delhi - 110003.
- 2.4 **EMD** : An earnest money deposit of Rs. 1000/- (Rupees one thousand only) in the form Bank Draft/Bankers cheque drawn in favour of Drawing & Disbursing Officer, Department of Disinvestment, is required to be furnished with the tender. The EMD shall be refunded after completion of the tendering process. No interest shall accrue on EMD.
- 2.5 The rate for the Comprehensive Service Maintenance Contract (CSMC) for ACs and water cooling machines should include the cost of replacement of spare parts wherever necessary including motor rewinding, repairs of compressors, pads, knobs, fan chassis, grill, wire plugs, gas filling, etc. The payment would be released on quarterly basis at the end of each quarter if the service of the firm were found satisfactory.
- 2.6 Complaints of servicing/maintenance, if any, must be attended to within two hours of receiving call from the Department.
- 2.7 In case any machine or part thereof is required to be taken out to workshop for repair/overhauling, it shall be the responsibility of the service provider to arrange to carry the machine to the workshop. No charges on account of cartage/labour shall be borne by this Department. In case, the repair of any machine is expected to take more than a day's time, the service provider shall provide an alternative machine from their own stock till the faulty machine is repaired and installed back duly repaired. No charges will be paid for such alternate arrangement.
- 2.8 Submission of tenders: The eligible firms may submit their quotation in format prescribed at Annexure in sealed cover to the Under Secretary (Admn.), Room No. 209, Block - 11, CGO Complex, Lodhi Road, New Delhi - 110003 within the last date of receipt of tender. The envelope containing the quotation should superscribe - "**Tender for CSMC of AC/Water Coolers**".
- 2.9 Last date : Sealed tenders shall be received up to 3 P.M. of 5<sup>th</sup> March, 2010.
- 2.10 Opening of tenders: Unless otherwise notified by this office under exceptional circumstances, the tenders shall be opened at the office of the Under Secretary (Admn.) of this Department at 5 P.M. of the last date of receipt of tenders as mentioned above. One representative from each of the tendering firms may remain present while opening of the tenders.
- 2.11 Security Deposit: The firm/service provider in favour of whom the contract shall be awarded will be required to furnish a security deposit of Rs. 5000/- (Rupees five thousand only) in the form of a Bank Draft/bankers cheque drawn in favour of Drawing & Disbursing officer,

Department of Disinvestment. The said security deposit will be refunded on completion of the period of contract provided the services of the firm had been satisfactory. The security deposit shall be forfeited in case the firm fails to abide by any of the terms & conditions of the contract.

- 2.12 The tender shall be liable to be rejected in case the tender is not in the Prescribed pro-forma as contained in the Annexure to this notice.
- 2.13 The tender shall also liable to be rejected in case there is any overwriting or alteration in the rates quoted.
- 2.14 This Department reserves the right to reject any or all of the quotations without assigning any reason whatsoever. In case any dispute, the decision of the Joint Secretary (Admn.), Department of Disinvestment shall be final.

**(Narendra Singh)**  
**Under Secretary**

Annexure to NIT No. 21/1/2010-Genl Admn. Dated

2010

**Tender for CSMC of AC/Water Coolers**

1. Name & address of the firm .....

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2. We quote our lowest rates as given below:

**(I) Comprehensive Service & Maintenance Contract (CSMC) of Air Conditions, Stabilizers and Water Cooling Machines of the Deptt.:**

S.No.	Description of machine	Capacity	Rate per month per unit (in Rs.)
1	Amtrex Air Conditoner (without heating element) with Stabilizer.	1.5 ton window.	
2.	Amtrex Air Conditoner (without heating element) with Stabilizer.	1.5 ton Split.	
3.	Amtrex Air Conditoner (without heating element) with Stabilizer.	2.0 ton Split.	
4.	Videocon Air Conditioner (without heating element )	2.0 ton split	
5.	Videocon Air Conditioner	1.5 ton split	

	(without heating element )		
6.	LG Air Conditioner (without heating element )	1.0 ton Window	
7.	Blue Star Water cooler	40 Ltr.	

3. Details of EMD (Bank Draft/Bankers cheque  
No.).....

1. I/We agree to abide by the terms & conditions contained in NIT No.  
21/1/2010-Genl Admn. Dated 2010

(Signature of authorized  
signatory with rubber of the firm concerned)