

THE STATE TRADING CORPORATION OF INDIA LTD
JAWAHAR VYAPAR BHAWAN, TOLSTOY MARG, NEW DELHI
(A GOVT. OF INDIA ENTERPRISES)

Building Project and Maintenance Division
First basement, Jawahar Vyapar Bhawan
Tolstoy Marg,
New Delhi-110001

QUOTATION

Ref-STC/JVB/CM-E/D-348

Date-10.03.2016

Name of the work- Quotation for annual maintenance contract (AMC)/Repair of air conditionings installed at, Jawahar Vyapar Bhawan/ AGVC/at our executives residences, New Delhi-110001.

Sealed quotations are invited to undertake the work given in the Schedule of Quantities (enclosed) to be carried out at various locations.

The tenders should be dropped in the tender box kept in the STC Reception office, Ground floor, Jawahar Vyapar Bhawan, 1-Tolstoy Marg, New Delhi. No other form of delivery is acceptable and tenders not dropped in the tender box shall be summarily rejected.

Quotation duly filled in all respect must reach to this office on 28.03.2016 till 3:00 PM and same will be opened on same day 28.03.2016 at 3:30 PM.

The corporation reserves the right to accept or reject any or all quotations without assigning the reason thereof.

(R.K.Avasthi)
Chief Manager-Electrical
JAWAHAR VYAPAR BHAWAN,
TOLSTOY MARG, NEW DELHI.
011-23462400

Encl:-As above.

M/s

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QUOTATION

SCHEDULE OF QUANTITY

Air conditioned Quantities covered under AMC							
S.no.	ACs	1.5 TR	2.0 TR	Total			
1	Window Ac	14	1	15			
2	Split Ac	20	15	35			
				50			
Split and window ACs repair/maintenance work detail							
S.no.		Description	Quantity/Number to be executed		Rate(Rs)		Total (Rs.)
			2 TR	1.5 TR	2 TR	1.5 TR	
1	A	Split A/c----- service charges	30	40			
	B	Window A/c ---- service charges	2	28			
2	A	Split A/c ---- installation charge	2	2			
	B	Split Ac---Dismantling. and installation charge	2	2			
	C	Window A/c ---- installation charge	2	2			
3	A	Split ac ----gas charging	4	5			
	B	Window AC -----gas charging		5			
4		Supply and laying of Cu Piping(m)		30			
5		Supply and fixing of Outdoor stand		4			
6		Split Ac outdoor unit fan motor replacement.	2	2			
7		Tower Ac 2 Tr gas charging.	1	0			

8		Supply and installation of relay starting capacitor kit of ,Ac outdoor unit of split ac.	1	2			
9		Split Ac Out door unit value changing charge.	1	1			
10		Supply and fixing of window Ac capacitor kit.		2			
11		Supply and installation Voltage 4 kva stabilizer		2			
12		Replacement of AC thermostat		2			
						Total(Rs.)	

(SIGNATURE OF THE QUOTATIONER WITH SEAL)

THE STATE TRADING CORPORATION OF INDIA LTD
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Terms and Condition

1) EARNEST MONEY AND TENDER FEE:-

The Bidder shall deposit tender fee of Rs. 525=00 and Earnest Money of amount Rs. 3500/- in the form of crossed bank draft/ Bankers cheque payable to the State Trading Corporation of India Ltd payable at New Delhi.

Any tender, not accompanied with EMD and tender fee are liable for rejection.

In case of unsuccessful bidder, the earnest money will be refunded to them.

Request for adjustment/appropriation of earnest money/deposits if any already lying with the Corporation in connection with some other tender/orders/works shall not be entertained.

No interest shall be payable on earnest money deposits.

- 2) The firm must be registered with Vat and service tax departments and must enclose a copy of registration letter/certificates. The firm must have experience of repair/service of window/split Acs and should be enclosed with proper proof.
- 3) The firm shall use genuine/OEM parts for repair and maintenance. The old parts which are replaced shall be deposited with STC.If the firm uses non-standard parts (genuine) a penalty of double the cost of that part will be imposed.
- 4) STC reserve the right to terminate the contract at any point / during the tenure of contract, if the services are not found satisfactory or if the contractor dishonors the contract. The decision of the STC in this regard shall be final and binding upon the contractor.
- 5) Any financial loss caused due to damage of any part of the ACs of the STC would be deducted from the EMD/performance security/bills.
- 6) Complain calls should be attended promptly and within a reasonable time on all days, including Sundays, Saturdays and holidays. In case the complaints of maintenance/repair of the ACs are not attended within 24 hours, penalty of Rs. 200/-(Per day) will be made and if the AC is out of order for more than 15 days in one season then penalty of Rs. 5000/-(Per day) will be made.
- 7) No Ac or any part shall be taken out by the mechanic to the workshop. The work is to done at site. However, the work which can't be done at

site would be allowed to be done outside with written permission from STC and no extra charges will be paid for this work.

- 8) Payment of the firm shall be done once in a month on submission of bill duly supported by user certificate to the effect that machine has been serviced and working in good condition.
- 9) Performance security to the tune of 5% of the contract value shall be submitted by the successful contractor in the form of DD/banker cheque in favour of *The State Trading Corporation of India Ltd. payable at New Delhi*, along with acceptance of the contract. The performance security deposit will be forfeited if any deviation by the contractor is found from the instruction given by the STC. After expiring of the contract; the same will be returned after deduction of dues, if any, without any interest.
- 10) The firm shall have to attend all complains on information/direction received from the STC. The services shall be provided on regular basis during the office hours also in case of emergency beyond office hours or holidays.
- 11) If the work of the contractor is found unsatisfactory, the job may be entrusted to other firm at the risk expenses of the defaulting contractor.
- 12) No increase in amount shall be considered at all during the full period of AMC. No other charges will be payable like transportation, fare, etc. for providing the services.
- 13) The rates quoted by the quotationer should be inclusive of all taxes viz VAT, WCT (except service tax), cartage, labour, material etc and there should be no ambiguity whatsoever. The rates shall be firm and no revision of the rates on any account whatsoever shall be considered during the contract. Service tax shall be reimbursed as per prevailing rules.
- 14) The quotationer should quote the rates for the work as mentioned in the bill of quantity.
- 15) STC reserve the right to accept or reject all the quotations without assigning any reason thereof.
- 16) The quotationers must inspect the STC premises/site, before quoting the rates.
- 17) The work shall be carried out as per the direction of the Engineer-in-charge.
- 18) STC may its discretion, change or alter any specification or design during the course of execution of work.
- 19) Payment to the contractor shall be released by STC on the basis of work and the amount certified by the Engineer-In-Charge. The contractor shall submit the bills in duplicate, giving complete description of the item of the work done strictly as per the bill of the quantity.
- 20) Taxes will be deducted from the running account bills /final bill as per the prevailing rates.
- 21) The contractor shall abide by municipal bye-laws, safety regulation and labour laws during the execution of the work.

- 22) In case of any dispute, decision of Engineer-In-Charge, STC will be binding on both the parties.
- 23) Since the payment to the party will be remitted through RTGS/EFT, as such, complete detail like Account no., name and address of Bank and Branch, IFS code with the name and complete address of the firm shall be required at the time of payment.
- 24) The warranty period of the work shall be six months or OEM warranty which is later.
- 25) The contractor shall start the work which is stipulated period as mentioned in the award letter failing which no tender /quotation shall be issued in future works.
- 26) The period of the annual contract shall be for one year from the date of award of the contract. The contract may be extended for further period of one year by STC on the basis of satisfactory performance by the firm.
- 27) The maintenance/servicing include oiling, cleaning, greasing, gas charging, repair of compressors/motors, electrical parts, air filters, wiring, replacement of old motor by new one etc.
- 28) The Indemnity Clause
The Contractor shall at all times indemnify and keep STC indemnified against any claims / liability/ proceedings etc. in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by its employees/workmen or agents or by any other third party resulting from or by any action, omission or operation conducted by or on behalf of the Contractor.
The Contractor shall at all times, indemnify and keep indemnified STC against any and all claims / liability/ proceedings etc. of the Employees, Workman, agent(s), employed engaged or otherwise working for the Contractor, in respect of wages, salaries, remuneration, compensation or the like.
All claims regarding indemnity shall survive the termination or expiry of the Contract and shall be recoverable from Security Deposit in addition to any other means.
- 29) **VALIDITY OF TENDER:-**
The bid shall remain open for 60 days which will reckon from the date of opening of bid. During this period the bidder shall not be allowed to withdraw or amend or impair or derogate his offer and Earnest money deposited shall not be withdrawn within this period.
- 30) All the pages of quotation shall be signed and stamped by the authorized person of the firm.

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MAKE AND LOCATION OF THE AIR-CONDITIONERS COVERED UNDER AMC					
S.no	Location	Capacity(TR)	Make	Quantity	Location
	WINDOW AIR CONDITIONERS				
1	MTNL Telephone exchange,Basement-1	2	Voltas	1	Jawahar vyapar bhawan
2	Dir(P)'s office 5th floor	1.5	Hitachi	1	Jawahar vyapar bhawan
3	Auditor's room 17th floor	1.5	LG	1	Jawahar vyapar bhawan
4	Site office STC colony	1.5	LG	1	STC colony
5	Driver Room GD floor	1.5	Voltas	2	Jawahar vyapar bhawan
6	Stationery store basement	1.5	Voltas	1	Jawahar vyapar bhawan
7	GAD Telephone Exchange and El. Office	1.5	Voltas	3	Jawahar vyapar bhawan
8	Carpenter Workshop Basement-1	1.5	Voltas	1	Jawahar vyapar bhawan
9	DGM(F)-CSK's room	1.5	Voltas	1	Jawahar vyapar bhawan
10	RWIT office STC colony	1.5	Voltas	1	STC colony
11	10th floor Annexy Comp. Secret. office	1.5	Voltas	1	Jawahar vyapar bhawan
12	Dr. Room 4th floor	1.5	Voltas	1	Jawahar vyapar bhawan
	Total(Window Acs)			15	
	SPLIT AIR CONDITIONERS				
S.no	Location	Capacity	Make	Quantity	Location
1	10th floor,CVO's office	2	LG	1	Jawahar vyapar bhawan
2	10th floor,DIR Marketing(RC)'s office	2	LG	1	Jawahar vyapar bhawan
3	10th floor, vacant office.	2	Voltas	1	Jawahar vyapar bhawan
4	10th floor,DIR(SKS)'s office	1.5	Daikin	1	Jawahar vyapar bhawan
5	4 th floor auditorium	2	Voltas	4	Jawahar vyapar bhawan

6	10 th floor,mini board room	2	LG	1	Jawahar vyapar bhawan
7	10 th floor, board room	2	Hitachi	2	Jawahar vyapar bhawan
8	SC/ST association 5th floor	2	Carrier	1	Jawahar vyapar bhawan
9	Officer association room	1.5	LG	1	Jawahar vyapar bhawan
10	Bullion dealing room 7th floor	2	Amtrex	1	Jawahar vyapar bhawan
11	CGM(BDM)'s office(Tower A/C) 6th floor	2	LG	1	Jawahar vyapar bhawan
12	Dir-Marketing-Mr.Dass office 10th floor	2	Amtrex	1	Jawahar vyapar bhawan
13	CGM(BDM)'s Res. Office	1.5	LG	1	AGVC
14	CVO's residence office	2	O General	1	Dwarka
15	Dir(KR)'s res. Office B-260	1.5	Daikin	1	AGVC
16	Dir(KR)'s res. Office B-260	1.5	Daikin	1	AGVC
17	Union office	1.5	Voltas	1	Jawahar vyapar bhawan
18	B-258,AGVC	2	Voltas	1	AGVC
20	B-256,AGVC	1.5	Daikin	1	AGVC
21	B-259,AGVC	2	LG	1	AGVC
22	B-259,AGVC	1.5	Voltas	1	AGVC
23	CGM(JK)'s office	1.5	Samsung	2	Jawahar vyapar bhawan
24	B-257,AGVC	1.5	Hitachi	1	AGVC
25	Dir-F Office,10th floor	1.5	Daikin	1	Jawahar vyapar bhawan
26	RWIT office STC colony	1.5	Amtrex	1	STC colony
27	CGM-F(BBS) room	1.5	Voltas	1	Jawahar vyapar bhawan
28	Consultant office-MSD(SK) office 23rd floor	2	LG	1	Jawahar vyapar bhawan
29	Ex. CGM(Insurance) office on 20th floor	2	LG	1	Jawahar vyapar bhawan
30	GM-Marketing (R.K.Goyal) office 10th annexy.	1.5	Voltas	1	Jawahar vyapar bhawan

31	GM(DP Misra) Agro 6th floor office	2	LG	1	Jawahar vyapar bhawan
	TOTAL(Split ACs)			35	
	Grand total of Acs (split and window)			50	

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