

CENTRAL ELECTRICITY REGULATORY COMMISSION

Ground Floor, Chanderlok Building,
36, Janpath, New Delhi - 110 001

No. 1/8(24)/2015/Gen Adm/CERC

Dated, the 20th May 2015

**Sub: Annual Comprehensive Maintenance Contract of
air conditioners installed at CERC.**

Central Electricity Regulatory Commission, a statutory body set up under an Act of Parliament, invites sealed quotations for comprehensive Annual Maintenance Contract of following Hitachi make Cassette /Split type air-conditioning system installed at the office premises of CERC. The details of ACs are given below:-

Sl. No.	Type of AC	Qty.	Date of Purchase
(i)	Hitachi Split AC 2.0 Ton	14	08.05.2010
(ii)	Hitachi Cassette AC 2.0 Ton	9	08.05.2010
(iii)	Hitachi Split AC 2.0 Ton	6	09.05.2011
(iv)	Hitachi Split AC 2.0 Ton	2	02.06.2011
(v)	Hitachi Split AC 1.5 Ton	2	09.02.2012
(vi)	Hitachi Split AC 1.5 Ton	3	06.04.2013

Description of Works:-

2. The agency is responsible for maintaining the all the above air conditioners of CERC. The agency shall be responsible for all preventive maintenance of the ACs and fault rectifications. Before quoting the rates, the bidders can also inspect the conditions of the ACs.

3. The agency shall be responsible for the maintenance towards routine servicing once in every quarter and labour for attending any number of breakdown calls during the contract period and fault rectification on-site as well as off-site and refrigerant gas charging.

4. The following spare parts shall be rectified/replaced free of cost in case of any break down during the AMC period:-

- (a) Compressors
- (b) Fan/louver motors
- (c) P.C.Bs.
- (d) Magnetic/thermostat/selector Switches
- (e) Transformers
- (f) Gas charging
- (g) Capacitors and relay
- (h) Air filter
- (i) Fan and blower

5. The agency may indicate list of items, if any, which are to be excluded from the scope of contract.

6. On receipt of a break down intimation, a qualified and competent team would be deputed on the same day or maximum by next day and fault would be rectified immediately on priority basis so as to ensure that Air Conditioners are functioning satisfactorily.

7. **TOOLS and EQUIPMENTS:-** The agency shall arrange at its own expense all necessary tools, equipments and required parts which are required for proper execution of the work.
8. Bidders should have the experience of having done similar jobs for other clients.
9. **TENURE OF CONTRACT:-** The tenure of the contract shall ordinarily be one year. However, the competent authority in CERC, may at the discretion, allow extension of the tenure of contract, up to two spells of one year each subject to satisfactory services of the firm.
10. The competent authority reserves the right to terminate the contract at any time before completion of the tenure in case the services of the firm are found unsatisfactory, and without assigning any reason what so ever.
11. **SATISFACTORY SERVICES:-** The decisions of Assistant Secretary (P&A), CERC or any other officer authorized by the Secretary, CERC, shall be final and binding on the firm / agency for the purpose of determining the standard of satisfactory services.
12. **PROHIBITION OF SUB CONTRACT:-** The firm / agency shall not appoint any sub-contract for this work under any circumstances.
13. The payment shall be released through RTGS as per details given below:-
- (i) 50% on acceptance of assignment of AMC.
 - (ii) 50% on completion of six months of AMC period provided the service of the agency is satisfactory.
14. **DEDUCTION OF INCOME TAX AT SOURCE:-** Since it is a "Works Job Order", Income Tax shall be deducted at source from all the accepted payment to be made, in accordance with the provision of Income Tax Act, 1961 as amended from time to time.
15. **RESOLUTION OF DISPUTE:-** In case of disputes the decisions of Secretary, CERC shall be final.
16. **Penalty Clauses:-**
- (a) **Deficiency in quality:-** In case of failure on the part of agency to remove the defect within a period of one week, the CERC shall have the discretion to get it rectified from other sources at contractor's risk and cost.
17. Quotations strictly as per the above specification may kindly be sent to the undersigned in sealed cover on or before Friday, the 05 Jun 2015 up to 3.00 P.M.. Any clarification in this regard may kindly be addressed to the undersigned.
18. The Secretary, CERC reserves the right to accept or reject any or all the quotations without assigning any reason what so ever.

Sd/- xxxxxxxx
(P. Ramamoorthy)
Assistant Secretary (P&A)
Tel: 2375 3921