

CENTRAL ELECTRICITY REGULATORY COMMISSION

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

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

Dated, the 13 Oct 2015

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

Central Electricity Regulatory Commission invites sealed quotations for comprehensive Annual Maintenance Contract of air conditioning units (O General, V-Series VRF air-conditioners) having total 180 HP outdoor capacity and five numbers of 75 KVA oil cooled three phase with high/low voltage cut off servo voltage stabilizers installed at the office premises of CERC in October 2008. The details of VRF air-conditioners and voltage stabilizers are as under:-

Sl. No.	Type of AC	Indoor unit Capacity	Qty
(i)	O General, V-Series VRF air-conditioners	1.12 ton	22
(ii)	O General, V-Series VRF air-conditioners	3 ton	10
(iii)	O General, V-Series VRF air-conditioners	3.5 ton	5
(iv)	O General, V-Series VRF air-conditioners	4.5 ton	22
(v)	Oil cooled three phase servo voltage stabilizer	75 KVA	05

Scope and description of Works:-

2. To undertake repair/ replacement of damaged parts of VRF air conditioning system. Tentative list of parts to be replaced is as given below:-

Sl. No.	Type of AC	Qty
(i)	Inverter Compressor	01
(ii)	Constant Compressor	02
(iii)	Controller PCB	01
(iv)	Contactora	01
(v)	Inverter PCB	01
(vi)	Refrigerant gas	As required
(vii)	Inverter capacitor bank	02

3. Thereafter, the agency shall be responsible for comprehensively maintaining all the above air conditioners of CERC. The agency shall be responsible for all preventive and break down maintenance of the air-conditioners and fault rectifications.

4. 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 as and when required.

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

- (a) Fan and blower
- (b) Fan/louver motors
- (c) Controller/ Inverter P.C.Bs.
- (d) Magnetic/thermostat/selector Switches
- (e) Transformers
- (f) Air filter
- (g) Capacitors and relay
- (h) Any other parts required to be replaced

6. The unit charges for repair and replacement of inverter/ constant compressor and filling of refrigerant gas should be furnished separately. The charges for the same shall be payable depending upon the quantity. Warranty of the inverter/ constant compressor should be for a minimum period of one year from the date of purchase.

7. On receipt of a break down intimation, a qualified and competent team would be deputed immediately on the same day and fault would be rectified immediately on priority basis and within 24 hrs so as to ensure that Air Conditioners are functioning satisfactorily.

8. The agency shall depute two skilled operator for full time for day to day operational maintenance of the ACs.

9. The bidders may inspect the HVAC system and satisfy themselves about the condition of air conditioning system and its components before quoting their bid.

10. **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.

11. Bidders should have the authorized dealer of the brand and experience of having done similar jobs for at least two years for other clients.

12. **Earnest Money Deposit:** An Earnest Money Deposit of Rs. 50,000/- (Rupees Fifty Thousands only) in the form of a demand draft drawn in favour of Assistant Secretary, Central Electricity Regulatory Commission, New Delhi, may be submitted, failing which the bid will not be considered valid.

13. **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.

14. 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.

15. **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.

16. **PROHIBITION OF SUB CONTRACT:-** The firm / agency shall not appoint any sub-contract for this work under any circumstances.

17. The payment towards AMCs and operator charges shall be released on quarterly basis through RTGS on completion of satisfactory service. The payment for replacement of compressors and gas filling shall be based on units rate quoted. However, the payment towards repair of already defective ACs shall be released on successful rectification of repair/ replacement of defective parts.

18. **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.

19. **RESOLUTION OF DISPUTE:-** In case of disputes the decisions of Secretary, CERC shall be final.

20. **Penalty Clauses:-**

(a) **Deficiency in quality:-** In case of failure on the part of agency to remove the defect within a period of 24 hours, the CERC shall have the discretion to get it rectified from other sources at contractor’s risk and cost.

21. The Secretary, CERC reserves the right to accept or reject any or all the quotations without assigning any reason what so ever.

22. **Qualification of Bidders:**

- (i) The agency desirous of participating to this tender should have its registered office in Delhi/NCR.
- (ii) The firm must have a valid PAN Number and Service Tax Registration No.
- (iii) The Firm must have at least two years experience of providing similar service to Central Government/ State Govt. / PSUs / Private Organizations of repute. The Firm must furnish certificates from such Organizations in support of their experience.

23. **Submission of tender:** The tender must be submitted in the prescribed pro-forma provided in **Annexure- I**. Tenders not in the prescribed pro-forma are liable to be rejected.

24. Evaluation of bid would be on the basis of lowest rate quoted after adding the following:-

- (a) Charges for Comprehensive annual maintenance contract of VRF air conditioning system
- (b) One time charges for rectification of repair of defective VRF air conditioning system.
- (c) Charges for two skilled operators
- (d) Charges for Comprehensive annual maintenance contract of servo voltage stabilizer
- (e) Replacement of 1 number of Inverter compressor, 2 number of constant compressor and filling of 160 kg of gas during the year based on the units rate quoted.

25. Quotations strictly as per the above specification may kindly be sent to the undersigned in sealed cover on or before Friday, the 28th October 2015 up to 3.00 P.M. Any clarification in this regard may kindly be addressed to the undersigned.

(Kamal Kishor)
Assistant Secretary (P&A)
Tel: 2375 3921

Website of CERC

CENTRAL ELECTRICITY REGULATORY COMMISSION
Ground Floor, Chanderlok Building,
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1. Name of the Firm _____
2. Address _____

3. Telephone No. _____ Fax No. _____
4. PAN No. _____
5. Service Tax Registration No. _____
6. List of Clients *(Additional sheet may be used if the space provided below is insufficient):*

Sl. No	Name of the Client	Duration of service			Remarks (if any)
		From	To	Total	

7. **Details of Earnest Money Deposit of Rs. 50,000/-**

- i) DD / Banker's Cheque No. _____
- ii) Issuing Bank & Branch _____

8. Rate quoted by the agency:-

Sl. No	Description	Rate Quoted
(i)	Charges for Comprehensive annual maintenance contract of VRF air conditioning system	
(ii)	One time charges for rectification of repair of defective VRF air conditioning system	
(iii)	Charges for two skilled operators	
(iv)	Charges for Comprehensive annual maintenance contract of servo voltage stabilizer	
(v)	Unit rate of Inverter compressor	
(vi)	Unit rate of constant compressor	
(vii)	Unit rate of I refrigerant gas filling (per KG)	

9. Taxes applicable shall be payable by CERC.

Dated: _____

(Signature of the authorized signatory)

Full Name _____

Mob. No. _____

Company Seal _____

List of Enclosures:

- i) DD / Banker's cheque for EMD.
- ii) Attested copy of PAN No.
- iii) Attested copy of Service Tax Registration No.
- iv) Experience certificate from client organizations.