

**CENTRAL ELECTRICITY REGULATORY COMMISSION**

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

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

Dated, the 12<sup>th</sup> Sep, 2018

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

Central Electricity Regulatory Commission invites sealed quotations for comprehensive Annual Maintenance Contract of following Hitachi/ Lloyd 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	13	08 May 2010
(ii)	Hitachi Cassette AC 2.0 Ton	2	08 May 2010
(iii)	Hitachi Split AC 2.0 Ton	6	09 May 2011
(iv)	Hitachi Split AC 2.0 Ton	2	02 Jun 2011
(v)	Hitachi Split AC 1.5 Ton	2	24 Jan 2017
(vi)	Hitachi Split AC 1.5 Ton	3	06 Apr 2013
(vii)	Hitachi Cassette AC 1.5 Ton	7	03 Oct 2017
(viii)	Lloyd Split AC 1.5 Ton	1	18 Aug 2017

Number of ACs in the list may change from time to time. AC wise breakup of cost shall be considered for necessary price adjustment.

2. 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.

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 as and when required.

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

- (a) Compressors
- (b) Fan/louver motors
- (c) P.C.Bs and valves
- (d) Magnetic/thermostat/selector Switches
- (e) Transformers
- (f) Gas charging
- (g) Capacitors and relays
- (h) Air filters
- (i) Fans and blowers
- (h) Any other parts as may be required.

*H Gulwadi*  
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5. On receipt of a break down intimation the agency shall depute, a qualified and competent team immediately, on the same day and fault would be rectified on priority basis and within 24 hrs and shall ensure that Air Conditioners are functioning satisfactorily.

6. **TOOLS and EQUIPMENTS:-** The agency shall arrange at its own expense all necessary tools, equipments and spare parts which are required for proper execution of the work.

7. **Earnest Money Deposit:** An Earnest Money Deposit of Rs. 10,000/- (Rupees Ten Thousand only) in the form of a demand draft drawn in favour of Central Electricity Regulatory Commission, New Delhi, may be submitted along with the bid, failing which, the bid will not be considered valid.

8. **TENURE OF CONTRACT:-** The tenure of the contract shall ordinarily be one year. However, the competent authority in CERC, may at its discretion, allow extension of the tenure of contract, up to two spells of one year each subject to satisfactory services of the firm.

9. 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.

10. **SATISFACTORY SERVICES:-** The decisions of Deputy Chief (Fin) -(RP), 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.

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

12. The payment towards AMC shall be released on quarterly basis through RTGS on completion of satisfactory service against the bill raised by the agency.

13. **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 provisions of Income Tax Act, 1961 as amended from time to time.

14. **RESOLUTION OF DISPUTE:-** In case of dispute, the decision of Secretary, CERC shall be final.

15. **Penalty Clauses:-**

(a) **Deficiency in quality:** In case of failure on the part of agency to remove the defect within a period of two working days (including the day of reporting the complaint) Rs.1000/- per day shall be deducted as penalty from the quarterly bills of the agency. The CERC shall have the discretion to get it rectified from other sources at the risk and cost of the agency.

*H. Balwani*  
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16. The Secretary, CERC reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.

**17. 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, Service Tax Registration Number, GST Number.
- (iii) The Firm must have at least two years experience of providing similar services to Central Government/ State Govt. / PSUs / Private Organizations of repute. The Firm must furnish certificates from such Organizations in support of their experience.

**18 Submission of tender:**

- (i) The tender must be submitted in the prescribed pro-forma provided in **Annexure- I**.
- (ii) Unit wise cost must be submitted in the prescribed pro-forma provided in **Annexure-II**. Tenders not in the prescribed pro-forma are liable to be rejected

19. Quotations strictly as per the above specifications and terms and conditions may kindly be sent to the undersigned in sealed cover on or before Friday, the 05<sup>th</sup> Oct, 2018 up to 3.00 P.M. Any clarification in this regard may kindly be addressed to the undersigned.



*H. Balodi*  
18/9/18  
(Harish C. Balodi)  
Sr. AO

Tel: 23353503, Extn 214

**Website of CERC**

CENTRAL ELECTRICITY REGULATORY COMMISSION  
Ground Floor, Chandernagore Building,  
36, Janpath, New Delhi – 110 001

1. Name of the Firm \_\_\_\_\_
2. Address \_\_\_\_\_  
\_\_\_\_\_
3. Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_
4. PAN No. \_\_\_\_\_
5. Service Tax Registration No. \_\_\_\_\_ GST 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. 10,000/-**

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

8. Rate quoted by the agency:-

Sl. No	Description	Rate (Without GST)	GST	Total Rate (Including GST)
(i)	Charges for Comprehensive annual maintenance contract of Hitachi/Lloyd air conditioning system			

Note: Please quote rate & GST separately. Rates quoted inclusive of GST will not be accepted.

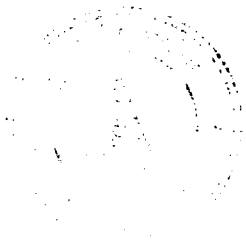
Dated: \_\_\_\_\_

(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/TAN/GST No.
- iii) Attested copy of Service Tax Registration No.
- iv) Experience certificates from client organizations.



*Handwritten signature and date:*  
12/9/18

**AC's WISE BREAK OF CHARGES**

Sl.No.	Type of AC	Per Unit charges of AMC (per annum)	Qty	Total unit charges of AMC (per annum)	GST (in Rs.)	Total Rate (including GST)
(i)	Hitachi Split AC 2.0 Ton		13			
(ii)	Hitachi Cassette AC 2.0 Ton		2			
(iii)	Hitachi Split AC 2.0 Ton		6			
(iv)	Hitachi Split AC 2.0 Ton		2			
(v)	Hitachi Split AC 1.5 Ton		2			
(vi)	Hitachi Split AC 1.5 Ton		3			
(vii)	Hitachi Cassette AC 1.5 Ton		7			
(viii)	Lloyd Split AC 1.5 Ton		1			
			Total			
					Grand Total Rs.	



*H Gulwadi*  
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