


# छत्रपति शाहू जी महाराज विश्वविद्यालय, कानपुर

Ref.No.- CSJMU/Engg.(E) /894 (I-III) /2017

Date: 13/07/2017

## प्रकाशनार्थ

 **छत्रपति शाहू जी महाराज विश्वविद्यालय, कानपुर**  
C.S.J.M.U/Engg(E)/ 894 (I-III) / 2017 दिनांक: 13-07-2017  
**अल्पकालिक निविदा सूचना**  
विश्वविद्यालय के प.सी., प.सी.प्लान्ट एवं विद्युत सब-स्टेशनों के अनुरक्षण/परिचालन हेतु सक्षम फर्मों से अलग-अलग मुहरबन्द निविदा दिनांक-24.07.2017 को अपराह्न 2:00 बजे तक सम्पत्ति अधिकारी, सी.एस.जे.एम. विश्वविद्यालय, कानपुर के कक्षा में रखे टेण्डर बॉक्स में आमंत्रित की जाती है। निविदा प्रपत्र एवं विस्तृत विवरण वि०वि० की वेबसाइट [www.kanpuruniversity.org](http://www.kanpuruniversity.org) पर उपलब्ध है।  
(राम चन्द्र अवस्थी) कुलसचिव

  
(राम चन्द्र अवस्थी)  
कुलसचिव

## **CHATRAPATI SHAHU JI MAHARAJ UNIVERSITY, KANPUR**

Tender No:-CSJMU/ENGG.(E)/894 (I) /2017

Date:- 13/07/2017

1. **Name of work** –AMC of air conditioner and water coolers at C.S.J.M. University, Kanpur
2. **Tender Cost:** - Tender forms along with terms and conditions can be obtained from cash counter of university from 13.07.2017 to 24.07.2017 up to 1:00 PM on payment of Rs.500.00. Receipt of tender cost must be enclosed with the technical bid. Alternatively forms can be downloaded from university website: [www.kanpuruniversity.org](http://www.kanpuruniversity.org). Downloaded forms to be submitted with a demand draft of Rs.500.00 in favour of "Finance Officer, C.S.J.M University, Kanpur" payable at Kanpur.
3. **Earnest money to be submitted** - The bidder shall deposit the earnest money of amount Rs.50,000.00 in the form of FDR/D.D./Bankers chq, in favor of "Finance Officer, CSJM University" Kanpur, payable at Kanpur.
4. **List of documents (Self attested Xerox copy) to be submitted necessarily with tender:-**
  - a. Authorized service dealer/service provider certificate of air conditioner.  

**Or**

Certificate of enlistment with PWD/CPWD or any other govt. / semi-govt. organization.
  - b. The firm must provide evidences of adequate & relevant work experience in govt. /semi-govt. organization.
  - c. GST number of the firm.
  - d. Pan card number of the owner/proprietor.
  - e. EPF number of the firm.
5. Tenderers are advised to go through the instructions carefully and furnish complete information along with their tender offer, failing which their offer shall not be considered. Tenders shall be accepted in two separate parts and each shall be in separate sealed cover as-
  - a. **TENDER BID PART I :-** Part I shall contain the earnest money, tender cost and all documents as above listed 2, 3, 4.The sealed envelope containing this part of the tender bid shall be super scribed- **Tender bid part- I ( Technical )**
  - b. **TENDER BID PART II :-** Part II shall contain tender schedule rates only. The sealed cover containing this part of the tender bid shall be super scribed- **Tender bid Part- II (Financial Bid)**
  - c. **TENDER BIDS PART I & II :-** Part I & II shall be put in one big envelope duly sealed and marked as "Tender for –AMC of Air conditioner and water coolers in CSJM University, Kanpur." It will be endorsed to The Registrar C.S.J.M. University, Kanpur.
6. The tenders shall be received up to 02:00 PM on 24.07.2017 In the office of Estate officer, C.S.J.M. University, Kanpur. The tenders will be publicly opened in meeting hall of administrative building at 03:00 PM on the same day. Tenderers are advised & invited to be present there.
7. If the scheduled date of tender opening is holiday shall be received and opened on next working day at the same time and place or due to any other reason it will not be become possible to open the tenders shall be open on next working day at the same time and place.
8. The rates should be quoted in the form of schedule of quantities of tender document.
9. Work and site can be seen in the CSJM University campus on any working day.





**TERMS & CONDITIONS**

1. The quantities mentioned in this tender are and shall be deemed to only approximate. The split/window air conditioners and water cooler are 1 to 16 years old and their condition shall be taken in to consideration before quoting. However machines shall be handed over to the contractor in working condition only.
2. The successful tenderer will have to execute an agreement with the university.
3. The tender document once submitted will not be returned.
4. Conditional offers shall not be entertained in any case.
5. GST will be paid extra by university as applicable. The TDS as per norms of U.P. state govt. / govt. of India shall be deducted from the bills of the contractors at the prescribed rates.
6. Payment will be on quarterly basis after satisfactory job work.
7. All the air conditioners, water cooler under comprehensive AMC, will be for one year from the date of start of AMC. This period may be extended with mutual consent of both the parties for further next two years on yearly basis.
8. Complaints shall be attended preferably on the same day but necessarily on the next working day. If any complaint remains pending for more than two days, penalty shall be recovered on the basis of logbook record at the rate of Rs.100.00per day per complaint/default. The amount of penalty shall be recovered from contractor bill. Contractor shall be required to keep material of approved brand and other spare parts in ready stock for immediate replacement. In case any unit cannot be repaired for any reason beyond control a stand by unit of suitable size must be made available by the firm within 24 hours.
9. If any service remain pending for penalty shall be recovered on the basis of log-book record @ Rs. 500.00 per service per AC.
10. Contractor will provide at least one technical supervisor in General shift 9.00 AM to 6.00 PM, to look after about all the activities of operating staff and maintenance work.
11. The qualification and experience of the staff shall be as under:-
  - (a) Mechanic - Skilled in the similar field.
  - (b) Helper - Literate, preferably High School Pass.
12. The firm will depute the service of 3 mechanics and 03 helpers at the disposal of the university exclusively for this work, who shall report to the university Jr. Engineer (Elect.) of air conditioner water coolers on all working day.
13. The services shall be maintained 365 days in the year and shall not be closed on holidays, weekends, festivals etc. If necessary, the contractor will have to retain his staff in the campus over night if there is any disturbance in the city due to band, workers strike etc.
14. Work and site can be seen in the university campus all any working day
15. The contractor will arrange for temporary store at the site of work at his own cost
16. .The water cooler, air conditioners shall be maintained for preventive maintenance and also shall be attended on "as and when required basis". Replacement of all spare parts including compressor, blower, condenser, fan motor, cooling coil, remote, printed circuit board, refrigerant and damaged Kenny, insulation with pipe etc. are included in the scope of work. The work is therefore for comprehensive maintenance including service and components.
17. In case of compressor replacement the firm will provide a brand new sealed packed compressor of equivalent rating and reputed make. Guarantee/ Warranty card must be deposited with in the university. The old defective compressor can be taken by the firm. No extra payment will be made for the replacement of the compressor.

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18. All machines shall be given 3(three) dry and 1(one) wet service in a year, cleaning of all parts by blowing air, cleaning of air filters, oiling the blower motor and testing for normal operation
19. All machines shall be wet cleaned once in year to clean the cooling coil, condenser coil by using acid, lubrication of fan motor etc. painting the machine and replacing the air filters shall also be carried out during the.
20. Split/Window air conditioners/water cooler having problem like "less cooling due to gas shortage" or" defective compressor" etc. (of which repairing at site in not possible) shall be taken to the workshop and returned duly repaired by next working day.
21. Contractor will have to do routine check air conditioners once every fortnight. It will be the contractor's responsibility to insure that the AC and water cooler working condition & neat and clean at all times.
22. Complaints shall be received by the university engineer who shall issue the job orders to the contractors. The orders shall be returned to AC/Water cooler unit on same day after the complaint is attended.
23. Subletting the work is strictly prohibited and also the operating staff shall maintain discipline and works ethics. However the university shall have the right to ask any of maintenance staff to leave the premises if in the opinion of the university the conduct of such an employer is not in the interest of the university.
24. The contractor shall have to pay the wages to workers as per the norms of U.P.Govt/ Government of India.
25. A list of all complaints and its day to day status shall be recorded in a log-book and this record shall be put up to the Engineer in charge on regular basis.
26. Any referral dispute shall be referred to Vice Chancellor whose decision will be final.
27. 10% Security Amount of the tender value of annual comprehensive maintenance will be deposited by the successful bidder in the form of FDR in name Finance Officer, CSJM University, Kanpur.
28. The university does not pledge to accept the lowest or any other tender and reserves the right not to accept the whole or any portion of any tender as it may think fit without assigning any reason for non- acceptance or selection or reject all tenders without assigning reason thereof.
29. All air conditioner, water cooler will be handed over to contractor on "**AS IS WHERE IS**" condition.
30. During the maintenance/service/overhauling of relative works within the contract period, if any accident occurs connecting to equipment/persons of contractor, it will be responsibility of the contractor. The contractor shall be bound to follow all working safety norms both mechanical and electrical.
31. The C.S.J.M University authority may short close / cancel the contract at any time in case of unsatisfactory performance or defect on the part of contractor or due to any administrative and unforeseen reason.
32. The contract cannot be short closed /cancelled by the contractor without permission of the University authority. Minimum 3 month advance intimation shall be given by the contractor for short closing / cancellation of the contract.

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## CHHATRPATI SHAHU JE MAHARAJ UNIVERSITY, KANPUR

### Technical Bid

Name and address of the Firm.....

.....Telephone No.....

Authorize Service Dealer Details. ....

Enlistment Details.....

Experience details.....

GST Number:-.....

PAN No..... EPF No.....

#### *Details of Earnest Money -*

EMD Amount Rs..... Bank Name & Branch.....

Bankers Cheq. / D.D/FDR No..... Date.....

#### *Details of Tender cost -*

Tender Cost Rs..... Receipt / D.D No.....

Bank Name & Branch..... Date.....

I have read all the terms and condition and I pledge to abide by them.

Date & Signature of Tenderer (With Seal):-.....

*Enclosures:-*

  
Registrar  
C.S.J.M. University, Kanpur

**FINANCIAL BID**  
**Schedule of quantity**

**Name of Work:-** AMC of air conditioner, water cooler in campus at C.S.J.M.University, Kanpur.

Sl. NO.	Description	Qty	Unit	Rate	Amount
1.	AMC of following capacity Air Conditioner -				
	(a) Window AC 1.5 Ton	73 nos	each		
	(b) Window AC 2.0 Ton	205 nos	each		
	(c) Split AC 1.5 Ton	09 nos	each		
	(d) Split AC 2.0 Ton	169 nos	each		
	(e) Split AC 2.8 Ton	01 no	each		
	(f) Split AC 3.5 Ton	03 nos	each		
	(g) Water Cooler 150 Ltr	20 nos	each		
Rs. In Word:- (.....)				Total Rs.	

  
**Registrar**  
**C.S.J.M. University, Kanpur**