



**CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)**

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912

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No. C-DIT/02/ESD/AC-AMC/2023-24/T485

Date: 21.02.2024

**TENDER NOTICE**

**COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT**

**FOR AIR CONDITIONERS**

Sealed tenders are invited for the Comprehensive Annual Maintenance Contract for Air Conditioners in various offices of C-DIT in Thiruvananthapuram for a period of one year. The envelopes containing the tender should bear the superscription ***“Tender for Annual Maintenance Contract for Air Conditioners”*** and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chitranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders on their own papers by post/hand. Last date for receipt of tenders is **04.03.2024, 03.00 PM**. Late tenders will not be accepted. The tenders will be opened at **03.30 PM on 04.03.2024** in C-DIT office in the presence of the tenderers or their authorized representatives who may be present at that time. Details of the requirements can be downloaded from our website [www.cdit.org](http://www.cdit.org)

Thiruvananthapuram

21.02.2024

Sd/-

REGISTRAR



## CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

No. C-DIT/02/ESD/AC-AMC/2023-24/T485

Date: 21.02.2024

### **TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR AIR CONDITIONERS**

#### **SCOPE OF WORK:**

The scope of work involves the maintenance of air conditioner system at various offices of C-DIT in Thiruvananthapuram city and shall cover the following

- a) Diagnose the faults and rectify the defects within 24 hours
- b) Repair / Replace of faulty parts etc of the air conditioners within 24 hours
- c) Carry out periodic preventive maintenance (once in three months)
- d) No spares, consumables or any other items will be supplied by C-DIT.

#### **GENERAL TERMS AND CONDITIONS**

1. The intending bidders are advised to visit the site and inspect the Air conditioners before submitting their bids

#### **2. ELIGIBILITY CRITERIA OF TENDERER**

To qualify for award of the work, the intending bidder must be Authorised/registered Service Centre who can maintain the air conditioning system and supply spares under one year contract basis having experience in similar works. (Document evidence should be attached along with tender document)

3. The bidders will be responsible for routine inspection, checking and servicing of all units once in every 3 months. Filters of Air conditioners should also be cleaned regularly by contractor's service man/ mechanic. The service report shall be submitted to Head, Electrical and Maintenance Department.
4. The rate of comprehensive maintenance of air conditioners shall include the gas filling, repair of compressors, repair/replacement of motor, repair/replacement of all minor and major parts **except replacement of compressor**.
5. CAMC includes condenser/cooling coil cleaning, fan motor oil, checking fasteners (motor & screw), checking of electrical items etc apart from preventive maintenance service at fixed intervals.
6. Filters of air conditioners should also be cleaned regularly by air conditioner service man/ mechanic.

7. The bidder shall be responsible for maintenance of Split AC units, ductable units and shall ensure working condition by placing the service of experienced technicians/mechanics throughout all working days and they will be bound to carry out the job of urgent nature even during odd hours and holidays, if so desired by C-DIT.
8. If the work executed by the successful bidder is found to be unsatisfactory, C-DIT will entrust the contract/work to any other firm/party at their sole discretion, at the risk and cost of the contractor.
9. The bidders should have valid GST registration and PAN allotted by IT Department.
10. The bidder/firm must possess the requisite registration with EPF/Work contract/Labour contract/ allied statutory authorities.
11. The undersigned does not bind himself to accept the lowest tender and reserve himself the rights of accepting the whole or any part of the tender and the bidder shall be bound to supply the accepted item at the rates quoted. C-DIT reserve the right to split the quantity of items to be supplied among one or more bidders, at the sole discretion
12. **The bidder shall submit the price offers in “Form B” in sealed envelope.**  
The rate quoted for work shall be firm and no enhancement will be allowed under any circumstances. Rates quoted by the tenderer shall be valid for a period of Six months from the date of opening of the tender.
13. **The bidder shall declare unit rates in the quote.**
14. Air conditioning units which are currently under warranty will be added to the AMC on expiring of its warranty period. Payment for the same will be paid as per the rate quoted for units.
15. If the bidder furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.
16. Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by Arbitration and the arbitration proceedings shall be conducted at Thiruvananthapuram (India) in English language, under the Indian Arbitration and Conciliation Act(Amendment), 2015. Unsettled disputes will be referred to courts and courts in Thiruvananthapuram/ Kerala will have exclusive jurisdiction over the same.

17. C-DIT reserves the right to cancel any or all tenders without assigning any reasons whatsoever
18. **EMD: Rs 5,000/- in the form of Demand Draft drawn in favour of The Registrar, C-DIT, payable at Thiruvananthapuram.**
19. **Payment:** Proportionate payment will be released in every three months against the submission of invoice along with service report duly signed by the Head, Electrical Department, C-DIT.
20. **Agreement:** The Successful bidder within 7 days of getting confirmed work order has to enter an agreement with C-DIT in ₹ 200 worth non judicial stamp paper.
21. **Authority:** The authority for the acceptance of the tender rests exclusively with the C-DIT. The C-DIT does not undertake to accept the lowest or any particular tender or to assign any reason whatsoever for the rejection of any tender.
22. **The last date for submission of tender 04.03.2024 3.00 PM.  
The tender will be opened on the same day at 3.30 PM**
23. At any time prior to the deadline for submission of tenders, the C-DIT may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/ corrigendum's to it. Corrigendum to this tender shall be published in the site [www.cdit.org](http://www.cdit.org). Prospective bidders are advised to regularly visit the website: [www.cdit.org](http://www.cdit.org) to keep track of corrigendum, if any.
24. In case of doubt:  
If the bidder has any doubt on technical specifications or on terms & conditions stipulated above, please contact **Sri. A. P. Mukesh, Head, Electrical Maintenance Department in Mobile Number: 9895788334**

Sd/  
REGISTRAR, C-DIT  
Dated 21.02.2024



**CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)**  
Chithranjali Hills, Thiruvallam P.O., Thiruvananthapuram – 695 027

No. C-DIT/02/ESD/AC-AMC/2023-24/T485

Date: 21.02.2024

**FORM – B**

<b>Sl No</b>	<b>Capacity</b>	<b>Model</b>	<b>Quantity</b>	<b>Unit Rate</b>	<b>Amount</b>
1	0.8 TR	SPLIT AC	6 Nos		
2	1 TR	SPLIT AC	7 Nos		
3	1 TR	SPLIT INVERTER AC	5 Nos		
4	1.5 TR	SPLIT AC	17 Nos		
5	1.5 TR	SPLIT INVERTER AC	8 Nos		
6	2 TR	SPLIT AC	10 Nos		
7	2 TR	SPLIT INVERTER AC	8 Nos		
8	3 TR	SPLIT AC	3 Nos		
9	3 TR	SPLIT INVERTER AC	3 Nos		
10	5.5 TR	DUCTABLE SPLIT AC	1 Nos		
11	7.5 TR	DUCTABLE SPLIT AC	1 Nos		
12	8 TR	DUCTABLE SPLIT AC	1 Nos		
13	11 TR	DUCTABLE SPLIT AC	6 Nos		
		<b>Sub Total</b>	<b>76 Nos</b>		
		<b>GST @</b>			
		<b>Total</b>			

**Name of the Bidder :**

**Address :**

**Phone No. & e-mail id :**

**Date**

**Office Seal**

**Signature**