

Quotation Call Notice for Annual Maintenance Contract for Air Conditioner (ACs) for SUDA Office at Vivekananda Marg Bhubaneswar 751014

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SUDA invites Sealed Quotations for Annual Maintenance Contract (AMC) for 2.00 Tonne (17Nos. –Carrier A.C) & 1.5 Tonne (3 Nos. –Voltas A.C) Split ACs & Stabiliser (20 Nos), installed at SUDA Office, as per specification detailed in Annexure-I interested firms may submit their quotation with following terms & Condition.

1. Quotation can be sent by post or deposited in our Tender Box at SUDA Office, Vivekananda Marg, Bhubaneswar.
2. Quotation should be sent in a sealed envelope super scribing rounding on top Offer of Annual Maintenance contract for Air Conditioner in SUDA Office, Bhubaneswar.
3. The AMC charge for the Air Conditioners Machine for 19 Nos..
4. Preventive Maintenance and inspection once in every month.
5. Inspection and repair of AC Machine whenever called for to be attended within 3 hours from the receipt of the call. Minor maintenance/repair to be completed within 24 hours from the receipt of the message /telephone call. Major repair /Maintenance if any to be completed within 3days from the receipt of the intimation failing which a standby AC should be provided by the agency during the repair period.
6. Any other services pertaining to the performance of the air conditioners should also cover under the AMC.
7. Repair/replacement of parts i.e compressor, starting components, thermostat, selector switch, filter contractor reset relay fan blower motor and charging of gas etc to be made free of charges during of the contract (AMC) period.
8. The AMC to include the inspection repair and maintenance of stabilizer and starter switch etc. 20(Nos.).
9. The rates quoted should clearly specify whether GST is applicable and if so at what rate? In case this information is not indicated in the quotation, it would be presumed that the rates quoted are inclusive of all type of taxes/ duties SUDA however prefers if price inclusive of all type of taxes/duties.
10. Quotation/tender must accompany earnest money deposit of Rs. 5000.00(Rupees One Thousand) only by way of a bank draft of scheduled bank in favour of **Additional Director SUDA** & payable at Bhubaneswar. The amount shall be confirmed as security deposit (without any interest) for successful bidders and refundable on satisfactory execution of contract. The quotation without EMD will be considered as unresponsive and rejected. EMD deposited with the bids shall be refunded to unsuccessful bidder after completion of the bidding process or maximum within 60 days from the date of deposit of the amount.
11. Any modification in offer after the opening date will not be considered.
12. Bidder before submitting quotations should clearly understand SUDA requirement and in case any information/clarification is required, you may visit SUDA Office Bhubaneswar during working days (Monday to Friday between 11.00AM to 03.00PM). It may be noted that no clarification/ information after closure of the last date of receipt of quotation would be entertained.

13. Quotation received late, will not be considered. SUDA Office will not be responsible for any postal delay.
14. Bidder should enclose some selected printed matter of the organization for having an idea of quality of work done by them.
15. Bidders have to quote their GST No. along with Photo copy.
16. Bidders having experience in working with Govt. Office will be preferred.
17. Vat clearance certificate is to be produced.
18. Quotation will be opened on 12.04.2021 at SUDA Office Bhubaneswar at 3.00 P.M. The representative of bids can participate in quotation opening, if so desired.
19. The Additional Director SUDA Bhubaneswar reserves the right to accept or reject or all quotations without assigning any reason thereof.
20. Other conditions applicable in the event of award of AMC order.
21. The last date for submission of quotation is 12.04.2021 at 1.00p.m.

Interested firms & Parties may offer their lowest possible rates along with other terms and conditions, likely Tax applicability, validity payment terms etc. In sealed envelope marked as quotation for AMC of ACs.

  
30/3/21  
Administrative Officer,  
SUDA

Memo No. 2333 /SUDA,

Date 31-3-21, Bhubaneswar.

Copy to SUDA Website – [www.sudaodisha.org](http://www.sudaodisha.org) for publication details.

  
30/3/21  
Administrative Officer,

## Annexure – 1

The list of following requirements for providing Annual Maintenance Contract (AMC) in the SUDA Office Vivekananda Marg Bhubaneswar-751014.

### **Air Conditioners with stabilizer:-**

1. Split AC            02.00 Tonne            17Nos x
2. Split AC            01.50 Tonne            3Nos. x
3. Stabiliser           01.50 Tonne(4KVA)    3Nos. x
4. Stabiliser           02.00 Tonne(5KVA)    17Nos. x

### Appendix – 1

Sl. No.	Description of the Item	Detailed specification Type, make & Capacity	Quantity	Rate per unit/item(Rs.)	Amount (Rs.)	Taxes, etc.	Total Amount (Rs.)