Tender Enquiry No: NEIGR/ENGG/42/2017; Dated: 08/11/2017
F. No: NEIGR/ENGG/42/2017

**e-TENDER /BID DOCUMENT**

Online open tenders, in two-bid system, are invited by the Director, NEIGRIHMS, Shillong from experienced manufacturers/ firms for Comprehensive Maintenance Contract of HVAC plant of (2x4x100 TR) along with their allied accessories and split/cassette ACs installed in the Institute for a period of 3 years.

| **Bid Document Downloading Start Date:** | 14.00 hours of 08.11.2017 |
| **Pre-Bid Conference and Clarification Date:** | 16.00 hours of 24.11.2017 |
| **Last Date and Time for Submission of Bid Document Online:** | 14.00 hours of 07.12.2017 |
| **Last date and Time of Receipt of Earnest Money Deposit and Tender Fee (hard copies):** | 14.00 hours of 07.12.2017 |
| **Date and Time of Opening of Techno-Commercial Bids:** | 14.30 hours of 08.12.2017 |
| **Cost of Earnest Money Deposit (EMD):** | Rs.1,60,000/- |

Bidders/Tenderers can download the tender/bid document from Central Public Procurement Portal website at Bidders/Tenderers are required to submit their bid online by uploading all the relevant documents through [www.eprocure.gov.in](http://www.eprocure.gov.in).

Tender document can also be downloaded from the Institute’s website at [www.neigrihms.gov.in](http://www.neigrihms.gov.in) For further details regarding tender amendment/addendum/date extension please visit website: [www.eprocure.gov.in](http://www.eprocure.gov.in).

North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences  
(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)  
Director’s Block, Mawdiangdiang, Shillong 793 018 (MEGHALAYA)  
Website: [www.neigrihms.gov.in](http://www.neigrihms.gov.in) E-mail: storeneigrihms@gmail.com Tele/Fax: (0364) 2538032
INDEX

Section I...................................................................................................................... Notice Inviting Tender (NIT)

Section II..................................................................................................................... General Instructions

ANNEXURE-A (HVAC PLANT)

Section III.................................................................................................................... Terms & Conditions

Section IV...................................................................................................................... Scope of Work

Section V..................................................................................................................... List of Equipments for CMC

Section VI..................................................................................................................... Man Power Requirement

Section VII.................................................................................................................. Day to Day operation

Section VIII.............................................................................................................. Price Bid

ANNEXURE-B (SPLIT/ CASSETTE ACs)

Section IX.................................................................................................................... Terms & Conditions

Section X....................................................................................................................... Routine Maintenance

Section XI.................................................................................................................... Check list

Section XII.................................................................................................................. List of Equipments for CMC

Section XIII............................................................................................................. Price Bid
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(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)  
Director's Block, Mawdiangdian, Shillong 793 018 (Meghalaya)  
Website: www.neigrihms.gov.in; E-mail: storeneigrihms@gmail.com; Tele/Fax: (0364) 2538032

SECTION I: NOTICE INVITING TENDERS (NIT)

Online tenders, in two-bid system, are invited by Director, NEIGRIHMS, Shillong from experienced manufacturers/firms in the prescribed format for Comprehensive Maintenance Contract for HVAC plant along with their allied accessories and split/ cassette A/Cs installed in the Institute as mentioned in the tender document.

1. Bidders / Tenderers would be required to register on the Central Public Procurement Portal at www.eprocure.gov.in, using a valid Digital Signature Certificate (DSC) and valid email address to be able to participate in the bidding process. On registration with the Portal they will be provided with a user id and password by the system through which they can submit their bids online.

2. Digital Signature Certificate (DSC) may be obtained from any authorized agencies registered with the Certifying Authority (CA), through National Informatics Center (NIC) in India.

3. Bidders / Tenderers can download the bid document from Central Public Procurement Portal website at www.eprocure.gov.in Bidders / Tenderers are required to submit the bid online by scanning and uploading all the relevant documents through www.eprocure.gov.in.

4. Tender document can also be downloaded from the Institute’s website at www.neigrihms.gov.in. For further details regarding Amendment / Addendum / Extension please visit website: www.eprocure.gov.in and www.neigrihms.gov.in.

5. No tender fee is required for downloaded documents.

6. Earnest Money Deposit (EMD) in the form of Call deposit, Banker’s Cheque, Fixed deposit or Demand draft, drawn in favour of Deputy Director (Admn.), NEIGRIHMS, Shillong or Bank Guarantee of any Scheduled Bank, shall be scanned and submitted online, along with the Techno-commercial bid (Un priced Bid), within the period of tender online submission date and time and the original (hard copy) should be submitted to Stores & Procurement Section, Director’s Block, Mawdiangdian, NEIGRIHMS, Shillong - 793018 within the stipulated date and time.

7. Int he event of the date being declared as a closed holiday for the Institute’s office, the date for opening of bids online will be the following working day at the appointed times.

8. Bidders/Tenderers need to scan and upload the required documents like VAT/Sales tax registration, PAN Number/Card, valid document regarding the existence and registration of the firm along with techno-commercial bid, as per Check List (Section XXI).

9. The technical bids will be opened online by a committee of members duly constituted for the purpose at the time and date as specified in the tender document. All statements, documents, certificates, proof of EMD/ Affidavits, etc. uploaded by the bidders will be verified and downloaded for technical evaluation and the result of technical bid evaluation will be displayed on www.eprocure.gov.in which can be seen by all bidders who participated in the tender.

10. The bidders should download the BoQ.xls and filled in the blank spaces provided for mentioning the name of bidder and rates. Bidders need not modify any other text or background shown in the BOQ template or replace it with any other copy of same BOQ in.xls format. NEIGRIHMS /Central Public Procurement Portal (www.eprocure.gov.in) will accept the BOQ template only and hence the rate should not be quoted in any other place except BOQ template.

11. The Financial bid (price bid) i.e. Bill of Quantity (BOQ) of only technically qualified bidders will be opened online by a committee of members and the result will be displayed on the www.eprocure.gov.in which can be seen by all bidders who participated in the tender.

12. No work will be allotted to Non-tribal bidder, contractors, Suppliers, stockists, bonded warehouse, private carriage contractors, cooperative societies etc. except under a valid trading license issued by the Khasi Hills Autonomous District Council, Shillong.

13. The firm has to give an affidavit duly attested by the Notary Public (in original) on a non-judicial stamp paper of Rs.10/= that the firm is not supplying the same item at lower rates quoted in this tender to any Government/Private organization or any other institution during past one year, as per.

14. The firm has to give an affidavit duly attested by the Notary Public (in original) on a non-judicial stamp paper of Rs.10/= that there is no vigilance/CBI /FEMA case pending against the firm/supplier.

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The firm has to give an affidavit duly attested by the Notary Public (in original) on a non-judicial stamp paper of Rs.10/= that there is no vigilance/CBI /FEMA case pending against the firm/supplier.
15. At any time prior to the date of submission of bid, Director, NEIGRIHMS may, for any reason, whether at his own initiatives or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment.

16. The tendered rates and the validity of bids shall be for a minimum period of 120 days from the date, as the tender are finalized/awarded.

17. Settlement of disputes – Director, NEIGRIHMS or his authorized representative shall be the final authority in all disputes and decision will be binding on all concerned.

Sd/-
Deputy Director,
For and on behalf of Director, NEIGRIHMS, Shillong
SECTION – II
GENERAL INSTRUCTIONS

1. For Pre-qualifications:-

a. The firm/agency/contractor should have experience of rendering their services for maintaining of similar works i.e. comprehensive maintenance of similar HVAC Plant Systems of not less than 8X100TR capacity water cooled chilling packages with reciprocating compressor water cooled condenser along with allied accessories etc. for complete HVAC system, in any Government Sector or large reputed Private sector enterprises, for at least last two consecutive years satisfactorily. Necessary relevant documents to this effect to be enclosed.

b. The firm should have completed at least one single order value for similar works of Rs.48.00 lakhs or two similar works of Rs.30.00 lakhs each or three similar works of Rs.24.00 lakhs each in the last five financial years.

c. The annual turnover shall not be less than Rs.1800000.00 in the last two consecutive financial years for carrying out similar nature of work.

d. Copy of PAN/TIN No. and Service Tax Number to be furnished including Income Tax clearance

2. Earnest Money Deposit (EMD) :-

The tenders are required to deposit Demand Draft of Rs.1,60,000/- (Rupees one lakh sixty thousand) out of which Rs.1,50,000 is the EMD for CMC of HVAC plant and Rs.10,000 is the EMD for CMC of Split/Cassette AC in favour of the “Deputy Director (Admn), NEIGRIHMS” as earnest money deposit (EMD) in the form FD/Call Deposit along with the original tender documents for this work. No interest shall be payable by the Institute on EMD. Successful tenders in the event of the contractor failing to comply with any provision of the contract, EMD/Security Deposit shall stand forfeited.

3. Online Submission of Tenders:-

a. The tenderers are to submit the tenders online (Techno – Commercial bid and Finance bid) at www.eprocure.gov.in. The tenderers must ensure that they submit their tenders not later than the closing time and date specified.

b. The participating bidders in the tender should register themselves free of cost on e-procurement platform in the website www.eprocure.gov.in. Bidders can log-in to e-procurement platform in secure mode only by signing with the Digital Certificates.

c. The bidders who are desirous of participating in e-procurement shall submit their technical bids, price bids as per the standard formats available.

d. The bidders should scan and upload the respective documents in Technical Documentation as per the check list.

e. The rates should be quoted as per the BOQ downloaded for that particular tender.

4. Technical Bid :-

The tender document in original signed and stamped as a token of acceptance. The following additional documents shall be enclosed and sealed, superscript with the name of the tender i.e.

a. The attested copy of registration certificate.
b. The attested copies of experience certificates of carrying out similar nature of work as per pre-qualification criteria particularly annual maintenance contract of HVAC Systems in Government/Semi-Government/PSU’s or large reputed private organization etc. for at least last five years satisfactorily. They may also enclose work order copies to meet the experience criteria.

c. The attested copies of balance sheet/audited statement accounts or any other relevant document to prove the minimum average annual turnover required as per pre-qualification criteria in preceding last two financial years in maintenance and services.

5. Price Bid:-

The Price Bid as per performa given in the tender documents and then price filled up and submitted, duly sealed superscript with the name of tender. Any conditions given in the Price Bid may cause rejection of Bid.

During evaluation of bids the Institute may, at its discretion ask the bidder(s) for clarifications of their bid. The request for clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted.

6. Opening of Tenders:-

a. The tenders will be open online at the specified date and time and at the specified place as indicated in the Notice Inviting Tenders. In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for the Institute, the tenders will be opened at the appointed time and place on the next working day.

b. Authorized representatives of the tenderers may attend the online tender opening provided they bring with them letters of authority from the corresponding tenderers. The tender opening official(s) will prepare a list of the representatives attending the tender opening. The list will contain the representatives’ names & signatures and corresponding tenderers’ names and addresses.

c. Two-bid system will be as follows. The Techno - Commercial Tenders are to be opened in the first instance, at the prescribed time and date as indicated in Notice Inviting Tenders. These Tenders shall be scrutinized and evaluated by the competent committee/authority with reference to parameters prescribed in the Tender document. During the Techno - Commercial Tender opening, the tender opening official(s) will read the salient features of the tenders like brief description of the HVAC plant, scope of work, Earnest Money Deposit and any other special features of the tenders, as deemed fit by the tender opening official(s). Thereafter, in the second stage, the Price Tenders of only the Techno - Commercially acceptable offers (as decided in the first stage) shall be opened for further scrutiny and evaluation on a date notified after the evaluation of the Techno – Commercial tender.

7. Awards of Contract:-

a. The Institute will award the contract to the successful bidder whose bid has been determined to be substantially responsive and determined as the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract.

b. Period of Contract – Three years (3).

c. Subletting – The contract shall not be assigned or sublet to another party.
8. Right to accept any quotation and to reject any or all Quotations:

The Institute reserves the right to accept or reject any tenders, and/or to annul the bidding process and/or reject all tenders at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for such an action.

9. The notification of award will constitute the formation of the contract.

10. The successful bidder will have to furnish a Performance Security equivalent to 5% of the contract price in the form of FD/Call Deposit pledged in favour of the Deputy Director (Admn.), NEIGRIHMS and will be released after the successful performance of the work.

11. Failure of the contractor to comply with the requirement of contract shall constitute sufficient grounds for the annulment of the awards and forfeiture of the performance security, in that event NIB may get done the work the risk of the contractor.

12. Payment:

Contractor will submit half yearly bills duly supported with necessary check list, log sheets, monthly service reports duly signed by the engineer in charge. NEIGRIHMS will make payment to the contractor within a reasonable period after receipt of the bills and after deduction of applicable taxes/TDS etc.

13. Penalty:

The firm shall rectify any breakdown within 24 hours failing which penalty for non performance @0.5% per week of delay subject to a maximum of 10% of the contract price will be imposed and in the event of any damage to the property or life arising out of non-performance, contractor will be solely responsible.

14. The contractor shall be responsible for proper maintenance of decorum, punctuality, discipline and work output.

15. Levy/Taxes payable by the contractor – Sales Tax/VAT or any other tax on materials in respect of this contract shall be payable by the contractor and NEIGRIHMS shall not entertain any claim whatsoever in this respect.

16. Applicable Law:

16.1. The contract shall be interpreted in accordance with the Laws of the Union of India. Contractor shall be solely responsible for compliance of all labour laws, payment of fair wages/salaries and allowances to their personnel that might become applicable under any new act, law or order of Government of State/Centre. NEIGRIHMS shall have no liability whatsoever in any manner.

16.2. Minimum wages act to be complied with: The contractor shall comply with all provisions of the Minimum Wages Act, 1948, and Contract Labour (Regulation and Abolition) Act, 1970, amended from time to time and rules framed hereunder and other labour laws affecting contract labour that may be brought into force from time to time.

17. Resolution of Dispute:

All disputes arising out of this contract shall be referred to the sole arbitration of a person selected by the contractor out of the panel of three persons nominated by the Director NEIGRIHMS, and his decision/award shall be final and binding on both parties. The Arbitration shall be governed under the Indian Arbitration Act 1996 or any other statutory modifications or re-enactment thereof and rules made there under and for the time being in force shall apply to the arbitration proceeding under this contract. Any court cases/arbitration matter will be under the jurisdiction of Shillong.
Force Majeure:

18.1. Notwithstanding the provisions stated above, the service provider shall not be liable for forfeiture of its performance security, penalty or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the contract is the result of an event of force majeure.

18.2. For purposes of this clause, “Force Majeure” means an event beyond the control of the service provider and not involving the contractor/service provider’s fault or negligence and not foreseeable. Such events may include wars or resolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

18.3. If a Force Majeure situation arises, the contractor/service provider shall promptly notify the NEIGRIHMS in writing of such conditions and the clause thereof. Unless otherwise directed by the employer in writing, the service provider shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.
ANNEXURE-A

SECTION – III
TERMS & CONDITIONS

1. The tender is for Comprehensive Maintenance of HVAC Plant at NEIGRIHMS. The list of major equipment of whole HVAC and Hot Water Generation & Distribution systems are given in SECTION-V. The firm/agency/contractor who wishes to quote are required to visit and examine the whole systems and satisfy themselves before submitting their offer and to apprise themselves about the conditions of equipment as well as minor items and equipment, which are accessories and are part of the complete systems.

2. Scope of work is in Section-IV.

3. LOG-BOOK for recording of parameters related to HVAC Plant Systems shall be provided and maintained by the firm/agency/contractor showing the complete working and maintenance done on the HVAC plant systems and it should be made available to the engineer-in-charge of NEIGRIHMS.

4. All maintenance materials such as Lube oil, refrigerant/gas, oil filter, fuel; filter, electric contractor, indicating Lamps, HRC fuse, relays and all spares of chillers, AHU's different types of Air filters etc. shall be provided by the firm/agency/contractor for each type of HVAC Plant systems. All spare parts and materials shall be used genuine and of same make and type as installed and a minimum quantity of spares, refrigerants (R-22) and materials for routine maintenance may be kept at site to minimize time of maintenance. The firm/agency/contractor has to keep all equipment well maintained for each HVAC Plant systems so as to give proper output at all times.

5. Tools and equipment required for comprehensive maintenance for whole HVAC Plant systems with their Chiller units, AHU's, Cooling Towers and allied accessories etc. shall be provided by the firm/agency/contractor.

6. Care shall be taken so that the HVAC Plant Systems do not lead to major breakdown. In the event of any breakdown, the same will be rectified immediately within 24 hours form the date of reporting of the fault. Similarly, if any breakdown takes place due to negligence of firm/agency/contractor, the whole component has to be replaced/ rectified to bring to the original condition immediately.

7. The rates shall be quoted on yearly basis. The rates shall be inclusive including taxes and duties etc.

8. Rate should be quoted in figure as well as in words in Section-VIII.

9. The Director, NEIGRIHMS reserves the irrevocable authority to accept or reject any tender in part or whole without assigning any reasons.

10. The rates quoted at any stage once shall not be withdrawn.

11. No advance payment will be made at any circumstances. However, on successful completion of every 6 (six) months, payment will be released within a reasonable period from the date of receipt of the bills along with certified copies of monthly service reports, log sheets, work done as per the scope of work mentioned in the tender/contract.

12. No addition/ alteration/ deletion in the tender document are allowed.
13. Late tenders/ unsigned quotations may be rejected.

14. No correspondence will be entertained in this regard unless otherwise sought from tenderer by this office.

15. In case of a local firm/ agency/ contractor, they may deliver/ submit the tender personally in NEIGRIHMS TENDER-BOX on or before the due date and time. Postal delay for tender submitted by post shall also be rejected and all tender submitted in time only would be considered.

16. The services required are for an initial period of three years. The contract may be extended on mutual consent subsequently. The contract may be terminated at any stage solely at the option of NEIGRIHMS with an advance notice of one month without assigning any reason.

17. Precaution against any fire hazards or other damages to Plant and equipment shall be arranged by the firm. NEIGRIHMS shall remain indemnified by the contractor from any encumbrances/ loss on this account.

18. The firm/ agency/ contractor shall fulfil the requirement of various law enforcing agencies/ local authorities, such as Pollution Control Board, Directorate of Electricity Safety etc. by taking their approvals as and when required.

19. The firm/ agency/ contractor shall depute staff for the period of contract at NEIGRIHMS and will be responsible for the safety of their deputed staff during the performance of their duty on site.

20. In case any of staff is not found upto the mark and not able to do work properly, he will have to be changed as per instruction of NEIGRIHMS.

21. In case of any problem with the equipment, the firm/ agency/ contractor shall inform NEIGRIHMS immediately.

22. All disputed are subject to Shillong Jurisdiction.

23. The firm/ agency/ contractor shall keep the equipment well maintained, neat and clean and adhere to the maintenance schedule of various equipment given in the respective manuals. Upon placement of work order they will prepare the maintenance schedule and discuss the same with NIB’s engineer for its implementation. This may be revised from time to time as per the requirement.

24. The tender shall be kept valid for acceptance for a period of 120 days from the date of opening.

25. Rates quoted shall be inclusive of all taxes.

26. The operators provided by the firm/ agency/ contractor shall perform only day to day operations in the HVAC plant and comprehensive maintenance work shall not be done by them.
SECTION – IV  
SCOPE OF WORK

The Scope of work as mentioned below are the minimum expected from the firm/ agency/ contractor apart from break down maintenance and any other work required for maintenance in proper way as per the maintenance manuals of respective equipment and as per good engineering practices will be required to be done under this scope of work. Successful bidder will make Proforma for recording the following minimum work schedule/ parameters to the entire satisfaction of NEIGRIHMS and to ensure proper accomplishment of these tasks.

COMPREHENSIVE MAINTENANCE CONTRACT

i. Any breakdown will be attended immediately within 24 hours.

ii. Cleaning/discleaning of condensers, cooling oil, cooling tower, maintenance of cooling tower etc. will be carried out as and when required.

iii. All valves, fittings etc. requiring rectification/replacement (from cooling tower to AC plant) are to be carried out immediately.

iv. Compressor oil is to be changed as and when required.

v. Repair/servicing of components of the equipment including replacement of worn out parts are to be done immediately.

vi. Replenishment of refrigerant required as a result of leak in the system arising out of fair wear and tear, are to be done as and when required.

vii. All spares, components to be used/replaced must be of genuine and necessary documentary evidence are to be submitted, prior to fitment of same.

viii. The rates quoted for the CMC services shall include all taxes and duties as applicable inclusive of transportation, freight & insurance.

ix. Overhauling of the components of the equipment of the site as and when required.

x. Rewinding of motors as and when required.

xi. Cleaning of “Y” strainer and Pot strainer of water lines.

xii. Checking of terminal tightness at the panel end, cleaning of contact tips, inspection/ repairing/replacement of all internal components to ensure healthiness and proper function of the AHU’s after first main incoming switch.

xiii. Cleaning of FCU and AHU filters and coils as and when required.

xiv. All steam generator for humidification and dehumidification system.

xv. Water should be drained out of each chiller and hot water circuit during shut down period.
TENDER ENQUIRY NO: NEIGR/ENG6/42/2017 DATED 08.11.2017

xvi. Machines/ Spares/ Systems which are needed to be repaired or replaced should be the same as existing. In case of changes required that should be done with the prior permission of the competent authority.

xvii. Check the compressor oil level and refilishment and if not required submit the oil chemical testing report like viscosity/ toxicity/ flammability which are the properties of compressor oil.

xviii. Cleaning of AHU room to be carried out on regular basis.

xix. Cleaning of AHU drain line up to the end of the main drain to be carried out as and when required.

xx. All replacement materials/ spares should be kept in the plant itself.

xxi. Recording of set reading and evaluating them to ensure the overall healthy condition of the plant and same to be submitted to the competent authority.

xxii. Changing of oil annually for open type compressor.

1. WORK TO BE DONE ON MONTHLY BASIS:-

i. To check/ repair the gland/ seal, coupling of pumps and AHU’s V-belt.

ii. To check the solenoid valve, safety controls Mechanical, Electrical/ Electronics and the inter-locking of the various equipment.

iii. To check and clean the nozzles of the cooling towers and to clean the basin and sump of cooling towers. Look for water escaping from sides or from overflow and take remedial measures.

2. ROUTINE SERVICES QUATERLY TO BE DONE :-

i. Cleaning/ Replacement of filter.

ii. Checking operation of the controls of the air conditioners such as selector switch, thermostat, relays, etc.

iii. Checking the air flow through the supply air grill, return air grill.

iv. Checking operation of the drive motors and fans.

v. Checking air temperature at the following location (Dry Bulb & Wet Bulb temp.):
   a. Supply air grill.
   b. Return air grill.

vi. Checking/ Repairing Firmness of the supporting arrangement for the compressor, motor of the air conditioners etc.

vii. Replacement of any component of air conditioners found defective after the above checks and tests.

viii. Changing of refrigerant gas during the period of contract if need arises.
ix. To check the foundation bolts of the pumps and motors and to take necessary action if required.

x. To check and reset the relays and controls, and to maintain the proper record. Carry out servicing of the main switches/ ACB’s as required. To tighten all screws, nuts, bolts of the electrical power/ control system.

xi. Check the quantity of air flow from various outlets in each room/ area and do adjustments of dampers etc. as and when required.

xii. The AC plant will be checked and serviced periodically once in every three months (quarterly). Service report/ record duly signed, certified by the competent authority will have to be submitted.

xiii. Lubricating the bearings of motors, pumps and fans are required to be carried out quarterly.

xiv. Lubricating the bearings of motors, pumps and fans are required to be carried out quarterly.

xv. Quarterly inspection of bolts/ couplings etc. for adjusting tension/ replacement is to be done.

xvi. Quarterly inspection / servicing of the MCC panel for low side of the HVAC system.

xvii. Cleaning of the AHU pipe line “Y” strainer of chiller/ Hot water generator pipe line as and when required.

3. WORK TO BE DONE HALF YEARLY :-

i. Clean water strainer in chilled water circuit.

ii. Check the overload by measuring the amperage, check anti-recycle timer and operation of the electrical interlock, and voltage across the compressor terminal.

iii. To tighten the clamps of cooling tower blades.

iv. Cleaning of starters of all motors during winter shutdown.

v. De-scale the condensers.

vi. Check the functioning of all controls and reset if required.

vii. Clean the cooling tower fins.

viii. Painting of the equipment inside the plant room and AHU has to carried out half yearly.

ix. Overhauling/ cleaning/ repairing/ changing/ replacement of cooling tower components (louvers, spray nozzles, water sump etc.) are to be carried out half yearly.

x. Repair/ servicing of all electrical starting gears (OCB, resistance, controllers, starters etc.) of all motors including pumps, compressors, AHU etc. related to AC plant are to be carried out half yearly.

xi. Checking/Cleaning/Repairing/Replacement of filters/float valves and the nozzles of the Cooling towers and to clean sump of cooling towers. Look for water leakages from sides or from overflow and take remedial measures.

xii. Chemical cleaning of cooling coils twice in a year during winter shut down after six months.

xiii. Grill and diffuser cleaning to be carried out half yearly.

xiv. All pump motors and AHU motors must be greased and burnishing half yearly.

xv. Calibration of various analog sensors in every six months and submit the healthy condition report to the competent authority.

4. ANNUAL MAINTENANCE SERVICES :-

i. Descaling of all water pipe lines to be carried out yearly.

ii. Cleaning the condenser and evaporator coils with suitable detergent / chemical solution and flushing with high pressure jet of water.

iii. Greasing of motors and all moving parts

iv. Painting of all air conditioners

v. Check dampers operation for freeness in operation clean and lubricate.
vi. Check for obstructions loose boards fallen insulation on air ducts.;

vii. Clean all wirings for loose contacts and rectify.

viii. Drain all water from pipe lines and fill fresh water. Do not keep water lines without water.

ix. Change the oil in oil sump. Renew filter and check oil temperature control.

x. Inspect starter contracts are shield, transformer and motor terminals, check/repair connection in starter, tighten motor terminal control circuit terminals.

xi. Inspect, calibrate and adjust to original specification all safety and operating controls including low temperature and high pressure cut outs, motor protector, oil pressure control, and fan temperature control.

xii. Meggar all the motors & electrical panels during winter shutdown and the report of the same to be submitted to the competent authority.

xiii. Overhauling of compressor/ chillers to be carried out yearly.

xiv. Painting of the equipment inside the plant room, cooling towers, pipe lines and AHU has to be carried out yearly including painting of the HVAC plant room.

xv. Annual changing of the oil for open type compressors.

xvi. Painting of electrical cable tray to be carried out on a yearly basis.

xvii. Log book for recording of parameters related to HVAC plant system should be provided and maintained by the firm/agency/contractor showing the complete working and maintenance done on the HVAC plant system and it should be made available to the Engineer-in-charge of NEIGRIHMS, such as chiller log book, hot water generator/ pump motors log book and individual room/ area temperature log sheet/ stock register/ maintenance register/ 2 No’s of thermometer one as standby/ anemometer for measuring CFM in various areas of the hospital.

xviii. Room temperature of all the departments, rooms, laboratories and other areas of the hospital should be taken on every four hours by the operator/ helper and the same required to be submitted to the Engineer-in-charge.

5. SPECIAL REQUIREMENTS :-

A specialized HEFA filters have been used in the inlet air systems of the HVAC plants. Special Maintenance and clearing has to be done on it. These filters have to be changed as per schedule/ system requirement, as and when required.

At a minimum, the following tests should be performed:-

i. Hépa Filter Media.

ii. Filter Frame Leak Test.

iii. Air flow velocities, Air changes, Pressure differential.

It is recommended these tests be performed by a qualified technician who is familiar with the Methods and submit the healthy condition report to the competent authority in every quarterly service.

6. OTHER WORKS :-

i. Oil/ refrigerant to be provided as and when required for proper functioning of HVAC Plant systems.

ii. Check/ repair of complete electrical system.

iii. Any other requirement to keep the whole HVAC plant systems in proper, healthy running condition as per operation and maintenance manual of various equipment.

iv. Validation/ Calibration Certificates of all instruments to be submitted to the Institute.
v. Overhauling/ repairing/ changing/ replacement of compressor/ chillers as and when required.
vi. Repairing/ replacement of hot water generator components will be carried out as and when required.

7. ON CALL SERVICES :-

On call services shall include attending to any complaint any time of the year, on receipt of verbal/ written complaint from coordinating officer of NEIGRIHMS. The down time for attending to and rectification of defects/ complaint shall not exceed 24 hours.

8. LIST OF SPARES/ CONSUMABLES WHICH ARE TO BE KEPT IN STOCK BY THE CONTRACTOR AT NEIGRIHMS SITE :-

1. HRC fuses of various rating.
2. Contactors, relays, contract points, lamps, etc.
3. V-belt of various sizes as per site requirement.
4. Indicator lamps including holders for various electrical panels/ DB’s etc.
5. Grease and lubricating oil required for lubrication of mechanical parts of the equipment are covered in this scope.
6. A minimum stock of the various size/ rating Hepa-filters to be kept at site.
7. A minimum stock of the refrigerant R-22 to be required at site.
8. Different sizes of ball bearings for the motors, blowers etc. to be mentioned at site.
9. Lugs/ thimbles/ brass compression glands/ cable jointing kits etc. are required for the cables of any size.
10. CTC/ contact cleaning compounds required for cleaning periodically.
11. Handle/ Knobs of the switch fuse / fuse switch units.
12. Toggle switches of the panels.

NOTE: This list of consumables/ spares can be extended based on experience during operation and maintenance of services as per site requirement.
# SECTION – V
## LIST OF EQUIPMENTS FOR COMPREHENSIVE MAINTENANCE

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of Equipment</th>
<th>Quantities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ELECTRICAL MAIN PANEL</td>
<td>2 Nos.</td>
</tr>
<tr>
<td>2</td>
<td>PLC</td>
<td>1 No.</td>
</tr>
<tr>
<td>3</td>
<td>100 TR CAPACITY WATER COOLED CHILLING PACKAGES WITH RECIPROCATING COMPRESSOR WATER COOLED CONDENSER AND CHILLER LOCATED IN THE PLANT ROOM</td>
<td>8 Nos.</td>
</tr>
<tr>
<td>4</td>
<td>200 TR CAPACITY INDUCED DRAFT FRP COOLING TOWERS</td>
<td>4 Nos.</td>
</tr>
<tr>
<td>5</td>
<td>CHILLED WATER PUMP (20HP) WITH MOTOR</td>
<td>8 Nos.</td>
</tr>
<tr>
<td>6</td>
<td>CONDENSER WATER PUMP (20HP) WITH MOTOR</td>
<td>8 Nos.</td>
</tr>
<tr>
<td>7</td>
<td>HOT WATER GENERATOR (600KW)</td>
<td>4 Nos.</td>
</tr>
<tr>
<td>8</td>
<td>HOT WATER PUMP WITH MOTOR (15HP)</td>
<td>5 Nos.</td>
</tr>
<tr>
<td>9</td>
<td>CONTROL DESK</td>
<td>2 Nos.</td>
</tr>
<tr>
<td>10</td>
<td>FCU - 1.5TR</td>
<td>65 Nos.</td>
</tr>
<tr>
<td>11</td>
<td>AIR HANDLING UNITS OF DIFFERENT CAPACITIES INSTALLED IN VARIOUS FLOORS&amp; PAN HUMIDIFIER ACCESSORIES OF OT AHU’S</td>
<td>74 Nos. (APPROX.)</td>
</tr>
<tr>
<td>12</td>
<td>STARTER PANEL FOR AHU</td>
<td>74 Nos. (APPROX)</td>
</tr>
<tr>
<td>13</td>
<td>MAIN CONTROL PANEL FOR AHU BLOCK WISE</td>
<td>12 Nos. (APPROX)</td>
</tr>
<tr>
<td>14</td>
<td>DUCTING LINE</td>
<td>1 LOT</td>
</tr>
<tr>
<td>15</td>
<td>PIPING NETWORK FOR WATER CIRCULATION WITH NECESSARY FITTINGS</td>
<td>1 LOT</td>
</tr>
</tbody>
</table>

**Option-I**

- **Guest House:**
  - Hot Water Generator (150 KW) - 01 No. 
  - Air Handling Units - 02 Nos. 
  - FCU 1.5 TR - 12 Nos. 
  - Hot Water Pump with Motor (3 HP) - 02 Nos. 

**Option-II**

- **Director Bungalow:**
  - Hot Water Generator (50 KW) - 01 No. 
  - FCU 1.5 TR - 08 Nos. 
  - Hot Water Pump with Motor (2 HP) - 02 Nos. 

## SECTION – VI

**MAN POWER REQUIREMENT FOR MAINTAINING AND OPERATION OF HVAC PLANT 24X7**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>DESIGNATION</th>
<th>NUMBER OF WORKERS</th>
<th>WORKING EXPERIENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Skilled Operator</td>
<td>2 (two) Nos.</td>
<td>ITI Certificate holder in AC &amp; refrigeration for complete operation of the HVAC Plant. He must be able to repair/replace components such as, HP/LP cutouts, thermostats, oil seals, filters etc. and shall be able to carry out gas charging etc. Experience: Minimum 3 years experience in HVAC system. Note: Required educational qualification &amp; experience certificates should be submitted to the Competent Authority.</td>
</tr>
<tr>
<td>2</td>
<td>Un-skilled Helper</td>
<td>2 (two) Nos.</td>
<td>For operating valves etc. and noting down readings. Also he will be assisting the operator at the time of repairs/replacement of minor components, gas charging etc. Experience: Minimum 3 years experience in HVAC system and certificate for the same should be submitted to the Competent Authority.</td>
</tr>
</tbody>
</table>
SECTION – VII

DETAILS OF DAY TO DAY OPERATION INCLUDING RENDERING ROUTINE SERVICES ROUND THE CLOCK

SCOPE OF OPERATION WILL BE AS FOLLOWS :-

DAILY:-

1. Day to day (round the clock) starting and stopping of the plant as per requirement.
2. House keeping of plant room and AHU rooms and maintaining the general cleanliness.
3. Daily checking the water level including tower.
4. Daily checking of water level at chilled water expansion park.
5. Leak testing of refrigeration systems.
6. Checking for proper operation of the plants.
7. Attending of user call within 15 minutes and initiating required action.
8. Operation of AHUs as per the requirement.
9. Recording the abnormalities observed in the equipment and informing the same to the competent authority of the hospital as well as the vendors.
10. Checking of cooling tower water level as per requirement.
11. Attending any type of complaints related to air conditioning system and taking necessary action to rectify the problem.
12. The operators will obey by the discipline of establishment and follow the instructions of competent authority.
13. To check and clean the outer surface of all the equipments.
14. To check the oil levels and refrigerant pressures of the chiller.
15. To check room temperatures of all departments of all floors and maintain a log book in every interval of 6 hours.
16. To check overall performance of the plant.
17. To maintain a daily “Log book” of the hot generators/chillers in use.
18. To purge the chilled/ hot water circuit to eliminate air from the system.
19. To check and replenish the water level of the pressure tank/ water reservoir/ expansion tank.
20. To check the motor bearing noise.
21. To check and rectify the motor terminal in MCC panel as and when required.
22. Operation and checking of HVAC system line pump motors, AHU as per requirement.
23. Record the operational data like pump pressure/ motor amps etc.

WEEKLY:-

1. To clean all the air filters of the AHU of all floors either by compressed air or by soap water solution depending on the make of filters.
2. To check drainage system of all AHUs. If it is observed that the drainage system is clocked then the inside dirty water is to be cleaned.
3. To check and adjust the belt tension of all AHUs belts of all floors.
4. To clean all the grills and diffusers in the entire hospital area by soap water solution/ chemical if required.
5. To lubricate bearings whenever it is applicable.
6. To lubricate the chilled water pump and check the pump gland.
The operators will have to report to the undersigned on the day they start operating the chiller/hot water generator units.
Comprehensive Maintenance of HVAC Plant Systems with their chilling units, AHUs, Cooling Towers, Hot Water generators, pumps and allied accessories installed in NEIGRIHMS, MAWDINAGDIANG, SHILLONG.

(RATES SHOULD BE INLCUSIVE OF ALL TAXES)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of Work</th>
<th>Rate to be quoted in figures &amp; in words</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Comprehensive Maintenance of HVAC Plant system as per Scope of work mentioned in the</td>
<td></td>
</tr>
<tr>
<td></td>
<td>tender document for the 1st year.</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Comprehensive Maintenance of HVAC Plant system as per the scope of work mentioned in</td>
<td></td>
</tr>
<tr>
<td></td>
<td>the tender document for the 2nd year.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Comprehensive Maintenance of HVAC Plant system as per the scope of work mentioned in</td>
<td></td>
</tr>
<tr>
<td></td>
<td>the tender document for the 3rd year.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Comprehensive Maintenance of HVAC Plant system as per the scope of work mentioned in</td>
<td></td>
</tr>
<tr>
<td></td>
<td>the tender document for the 3rd year.</td>
<td></td>
</tr>
</tbody>
</table>
ANNEXURE-B
SECTION – IX
TERMS & CONDITIONS (SPLIT/ CASSETTE ACs)

1. The Two Tender System, i.e. “Techno – Commercial Tender” and “Price /Finance Tender” prepared by the tenderer shall comprise the following:

A) Techno – Commercial Tender (Un priced Tender)

i) Earnest Money Deposit (EMD)

ii) Tender Form (Un-priced).

iii) Documentary evidence, as necessary in terms of establishing that the tenderer is eligible to submit the tender and, also, qualified to perform the contract if its tender is accepted.

iv) Power of Attorney in favour of signatory of TE documents and signatory of Manufacturer’s Authorisation Form

v) Performance Statement along with relevant copies of orders and end users’ satisfaction certificate.

vi) Certificate of Incorporation in the country of origin.

vii) Checklist

B) Price Tender:

It is the responsibility of tenderer to go through the TE document to ensure furnishing all required documents in addition to above, if any.

1. Price bid as per BOQ format only to be submitted online

2. A tender which does not fulfill any of the above requirements and/or gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.

3. Tender document sent by Speed Post /Registered Post /Courier /Fax /Mail or any other related mode, other than by online submission, through www.eprocure.gov.in shall be ignored.

Please note that the price should not be indicated in the techno-commercial bid. The prequalification documents including tender fee/ EMD/ BID security as required in the Tender document should invariably be accompanied with the Techno-commercial bid.

NOTE: Tenders submitted without following Two-bid system procedure as mentioned above
4. The tenderers should give rates, showing taxes, if any, and levies, packing forwarding and insurance charges. Vendors/bidder may note that the Institute has obtained CDE certificate pertaining to Customs duty and therefore price consideration should be offered accordingly. Tender not confirming to these requirements shall be rejected and no correspondence will be entertained whatsoever.

5. The tendered rates and the validity of bids shall be for a minimum period of three years from the date, as the tender are finalized /awarded, till the finalization of next tender by the Institute, whichever is earlier.

6. Each tender should be accompanied with tender fee/ EMD/ Bid security (if applicable) failing which the tender shall not be considered for acceptance and will be rejected.

7. If the services is not effective, the Director, NEIGRIHMS, Shillong will have the right to impose penalty as indicated.

8. In case of non-provision of services within the stipulated date, the Director, NEIGRIHMS, Shillong will have the right to impose penalty as deemed fit to resort to risk purchase in full or part thereof at his/her discretion, his/her decision shall be final and binding.

9. Excise Duty & other such levy imposed by the Govt. of India from time to time will be authorized extra on demand with adequate proof thereof.

10. The Director, NEIGRIHMS, Shillong shall be the final authority to reject full or any part of the service which is not confirming to the specification and other terms and conditions.

11. No payment shall be made in advance. The tenderer would remove rejected items within two weeks of the date of rejection at their own cost and replace immediately. In case these are not removed these will be auctioned at the risk and responsibility of the suppliers without any further notice.

12. Tenderers submitting tenders would be considered to have considered and accepted all the terms and conditions. No inquiries verbal or written shall be entertained in respect of Acceptance or rejection of the tender.

13. GST and other statutory levies should be shown separately and should not be included in the basic price. Otherwise it will not be considered.

14. The quantity shown in the schedules can be increased or decreased to any extent depending upon the actual requirement.
15. Any action on the part of the tender to influence anybody in the said Institute will be taken as an offence and the tender submitted by the firm will subsequently be rejected.

16. If at any time, any question, dispute or difference whatever shall arise between the two parties NEIGRIHMS on the one hand and vendor on the other hand) in relation to the purchase either of the parties may give to the other notice in writing the existence of such a question, dispute or difference and the same shall be referred to two arbitrators, one to be nominated by the firm. Either party shall serve such a notice of the existence of any question, dispute or difference in connection with this purchase within 30 days of the beginning of such dispute failing which all right or claims shall be deemed to have been forfeited and absolutely barred. Before proceeding with the reference the arbitrators shall appoint/nominate an umpire. In the event of the arbitrators not agreeing in their award the umpire appointed by them shall enter upon the reference and his award shall be binding on the parties. The venue of the arbitrator shall be at NEIGRIHMS.

20. The provision of the Indian Arbitration and Reconciliation Act 1996 and of rules framed if under and any statutory modifications thereof shall be deemed to apply and be incorporated for the supply, installation, installation and commissioning etc. Upon every or any such reference the cost of any incidents to the reference and awards respectively shall be at the discretion of the arbitrators on in the event of their not agreeing of the Umpire appointed by them who may determine the amount thereof or direct the same to be fixed as between solicitors and client or as between parties and shall direct by whom and in what manners the same shall be borne and paid.

18. The courts at Shillong will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other than Shillong court shall have jurisdiction in the matter.

19. Any failing of omission to carry out the provision of the contract by the supplier shall not give rise to any claim by any party, one against the other if such failure of omission or arises from an act of God, which shall include all acts of natural calamities such as fire, flood, earthquake hurricane or any pestilence or from civil strikes, compliance with any statute and/or regulation of the Government, lookouts and strikes, riots, embargoes or from any political or other reasons beyond the suppliers control including war (whether declared or not) civil war or state or insurrection, provided that notice or the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such an event which could be attributed to force major conditions.

20. The tenderer/ bidder shall furnish a non-blacklisting certificate that the firm has not been blacklisted in the past by any government/ Private institution. The tenderer/ bidder has to give an affidavit on non-judicial stamp paper duly attested of Rs.10/- that there is no vigilance/CBI case pending against the firm/supplier and the firm has not been blacklisted in the past by any Govt. or Private Organization.

21. Tender by Tele-fax/telegram/fax/e-mail will not be accepted.

22. Selection will be made purely on compliance of specification, sample, make quality and on the basis of lowest price offered.
23. If the tenderer gives a false statement on any of the above information, the firm/supplier will not be considered and their quotation/tender shall be deemed to be rejected and the security deposited will stand forfeited.

24. Payment of the approved vendor for supply of items at NEIGRIHMS shall be made through cheque or electronic clearing system. In case of cheque, the same will be dispatched registered post and postal charges shall be deducted from their bills.

25. A) If the above-mentioned certificates/documents are not submitted along with the tender, such

B) Any tenderer /supplier giving false information shall be disqualified and removed from the rate contract. No business, henceforth, will be done with the firm/supplier.

26. Contractor/Vendor/Company should deploy one full time technician with three years’ experience at Complaint Cell of Air conditioning department. Accommodation will not be provided by NEIGRIHMS.

27. The vendors should maintain complain register, spare tool register, Service/breakdown register.

28. During the period of the contract, the contractors and their staffs will have to follow the department security rules and in the event of dispute, the decision of the department will be final and binding. The contractor who will attain the works in NEIGRIHMS will have to issue suitable identity cards to their staff members.

29. The split AC which are under minor breakdown has to be attended and rectified within 24 hours of receipt of the complaint from the user. The complaint of major nature such as replacement of compressor, filling of gas has to be attended and rectified within 3 days of the receipt of the complaint.
SECTION – X
(SPLIT/ CASSETTE ACs)

Routine Maintenance /Replacement services shall include the following:

- Cleaning/replacement of filter
- Checking/replacement operation of the controls of the air conditioners such as selector switch, thermostat, relays, remote control etc.
- Checking/replacement air flow through the supply air grill, return air grill, condenser
- Checking/replacement operation of the voltage stabilizer and back up electrical power outlet/ MCB
- Checking/replacement operation of the drive motors and fans
- Checking air temperature at the following location (Dry Bulb & Wet Bulb Temp.):
  - Supply air grill
  - Return air grill
  - Inlet air condenser
  - Outlet air from the condenser
- Checking Firmness of the supporting arrangement for the compressor, blower motor, air conditioners casing and fixing of the air conditioners etc.
- Replacement of any component of air conditioners found defective after the above checks and tests. Charging of Refrigerant Gas during the period of Contract if need arises
- The scope of work shall include all checks and tests as detailed under routine maintenance services. In addition annual maintenance services shall also include:
  - Cleaning the condenser and evaporator coils with suitable detergent / chemical solution and flushing with high-pressure jet of water.
  - Greasing of blower motors and all moving parts
  - Painting of all the air conditioners
- The spare parts used for replacement shall be of same make/ quality as installed in new air conditioner with warranty or guarantee of One year period
- The service provider shall maintain services log book /file containing maintenance report duly countersigned by In –charge
- Bidders are advised to visit the site before quoting the price
- The firm is required to undertake preventive maintenance by checking all the Air Conditioners at least once every month and servicing every 3 months and confirm that the systems are in the best of the working conditions.
- This constitutes a comprehensive maintenance contract and includes all parts of the machines including compressor, gas, mechanical parts etc. and also the stabilizers connected to the Air Conditioners.
- All service request/calls for repair work must be attended within 24 hours of the complaint being lodged with the CMC Provider. There should be adequate number
of Telephone lines for lodging of service requests. If the CMC Provider firm failed to attend the calls within 24 hours, this office reserves the right to take necessary action as deemed fit and to forfeit the performance security of the bidder and also deduct such expenses from the CMC charges.

- Defective spares compressors/condensers/cooling coil are to be replaced with new compressors/condensers/cooling coil and repairing of old compressor is not permitted. Whenever new compressors/condensers/cooling coil are used, the contractor has to produce original invoice and warranty card of the new compressors/condensers/cooling coil at the discretion of NEIGRIHMS. The compressors/condensers/cooling coil being replaced should match with the original star rating of the air conditioner. Other spares are also to be replaced with new.

- For brazing of copper pipe etc. Oxy-acetylene cylinders would be strictly used. LPG cylinders will not be accepted in any case.
SECTION – XI

Check List of Certificates/ Documents required to be submitted with Techno - Commercial Bid: I

The tenderer are advised to submit the following certificates under the category of “Vital documents” invariably along-with Techno-Commercial Bid. If these documents are not submitted/ conditions not met, the quotation shall be summarily rejected and no further correspondence, in this regard, shall be entertained.

• Violation of two-bid system, Part-I.
• EMD/bid/Tender fee amount. (If applicable)
• GST registration certificate, any other certificates regarding the registration and existence of the firm and trading license on award of contract
• Fall clause declaration
• Non-black listing declaration
### SECTION – XII

Comprehensive Maintenance Contract for Air Conditioner for a period of 3 years.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of Items</th>
<th>Manufacturer</th>
<th>Location</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>LG</td>
<td>Director’s Chamber (Director’s Block)</td>
<td>1 no.</td>
</tr>
<tr>
<td>2.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>LG</td>
<td>Deputy Director (Admin.,) (Director’s Block)</td>
<td>1 no.</td>
</tr>
<tr>
<td>3.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>LG</td>
<td>Deputy Registrar (Director’s Block)</td>
<td>1 no.</td>
</tr>
<tr>
<td>4.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>LG</td>
<td>Financial Adviser’s Chamber (Director’s Block)</td>
<td>1 no.</td>
</tr>
<tr>
<td>5.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>LG</td>
<td>Conference Room (Director’s Block)</td>
<td>2 nos.</td>
</tr>
<tr>
<td>6.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>LG</td>
<td>Medical Superintendent</td>
<td>1 no.</td>
</tr>
<tr>
<td>7.</td>
<td>Split Type (2.0 ton)</td>
<td>LG</td>
<td>Radiology &amp; Imaging Department</td>
<td>4 nos.</td>
</tr>
<tr>
<td>8.</td>
<td>Multi Split 3.0 ton</td>
<td>LG</td>
<td>Biochemistry Lab</td>
<td>3 nos.</td>
</tr>
<tr>
<td>9.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>LG</td>
<td>Neonatal ICU</td>
<td>3 nos.</td>
</tr>
<tr>
<td>10.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>LG</td>
<td>Dean Office (Director’s Block)</td>
<td>1 no.</td>
</tr>
<tr>
<td>11.</td>
<td>Split Type (2 ton) Cooling</td>
<td>Haier</td>
<td>Cath Lab, UPS Room (Hospital)</td>
<td>1 no.</td>
</tr>
<tr>
<td>12.</td>
<td>Split Type (1.5 ton) Cooling</td>
<td>Haier</td>
<td>Cath Lab, UPS Room (Hospital)</td>
<td>1 no.</td>
</tr>
<tr>
<td>13.</td>
<td>Cassette Type 4.0 ton Hot &amp; Cold</td>
<td>Haier</td>
<td>CCU I &amp; II</td>
<td>12 nos.</td>
</tr>
<tr>
<td>14.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>Haier</td>
<td>Blood Bank (TTI Room)</td>
<td>1 no.</td>
</tr>
<tr>
<td>15.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>Haier</td>
<td>Principal Medical College</td>
<td>1 no.</td>
</tr>
<tr>
<td>16.</td>
<td>Cassette Type 4.0 ton Hot &amp; Cold</td>
<td>Haier</td>
<td>Surgery CU</td>
<td>2 nos.</td>
</tr>
<tr>
<td>17.</td>
<td>Cassette Type 2.0 ton Hot &amp; Cold</td>
<td>Haier</td>
<td>Surgery CU</td>
<td>3 nos.</td>
</tr>
<tr>
<td>18.</td>
<td>Split Type (1.5 ton) Cooling</td>
<td>Haier</td>
<td>PCR &amp; Tissue Culture Room (Pathology Department)</td>
<td>3 nos.</td>
</tr>
<tr>
<td>19.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>Haier</td>
<td>Immunology @ QC Room (Blood Bank)</td>
<td>3 nos.</td>
</tr>
<tr>
<td>20.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>Haier</td>
<td>Executive Engineer© (Director’s Block)</td>
<td>1 no.</td>
</tr>
<tr>
<td>21.</td>
<td>Split Type (1.5 ton) Hot &amp; Cold</td>
<td>Haier</td>
<td>Director’s Bungalow</td>
<td>1 no.</td>
</tr>
<tr>
<td>22.</td>
<td>Split Type (2.0 ton) Cooling</td>
<td>Haier</td>
<td>Component Lab (Blood Bank)</td>
<td>3 nos.</td>
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<tr>
<td>23.</td>
<td>Split Type (0.75 ton) Hot &amp; Cold</td>
<td>Haier</td>
<td>ENT Department (Audiology Room)</td>
<td>2 nos.</td>
</tr>
<tr>
<td>24.</td>
<td>Cassette Type (2.0 ton) Cooling</td>
<td>Haier</td>
<td>Biochemistry</td>
<td>1 no.</td>
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<td>25.</td>
<td>Cassette Type (4.0 ton) Cooling</td>
<td>Haier</td>
<td>Biochemistry</td>
<td>2 nos.</td>
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</table>

Total Air Conditioner: 55 nos.

Evaluation criteria: The bidder offering the lowest average cost, in respect of all the Air Conditioners, on being technically and commercially compliant, shall be considered for award of contract.

Dated: ____________

Signature of Tenderer

Address:
SECTION – XIII

Price Bid :-  (To be submitted in envelope – II)

Comprehensive Maintenance of Split ACs, Cassette ACs, stabilizer and allied accessories installed in NEIGRIHMS, MAWDINAGDIANG, SHILLONG.

(RATES SHOULD BE INCLUSIVE OF ALL TAXES)

<table>
<thead>
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<th>Sl. No.</th>
<th>Description of Work</th>
<th>Rate to be quoted in figures &amp; in words</th>
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<td></td>
<td>In Figures</td>
</tr>
<tr>
<td>1.</td>
<td>Comprehensive Maintenance of Split ACs, Cassette ACs, stabilizer and allied accessories as per Scope of work mentioned in the tender document for the 1st year.</td>
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<td>2.</td>
<td>Comprehensive Maintenance of Split ACs, Cassette ACs, stabilizer and allied accessories as per the scope of work mentioned in the tender document for the 2nd year.</td>
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<td>3.</td>
<td>Comprehensive Maintenance of Split ACs, Cassette ACs, stabilizer and allied accessories as per the scope of work mentioned in the tender document for the 3rd year.</td>
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