

BID DOCUMENT
NOTICE INVITING E-TENDER

IF THERE IS DIFFERENCE IN ANY INFORMATION/DATA MENTIONED IN THE TENDER DOCUMENT AND UPLOADED IN CPP PORTAL, THE INFORMATION/DATA UPLOADED IN CPP PORTAL SHOULD BE TREATED AS FINAL.

Tender Reference No: IG/CMD/EE(E)/NIT/2022-23/01

Dated:-15/03/2023

Online bids (Technical & Financial) are invited for and on behalf of the Vice-Chancellor, IGNOU from the eligible contractors registered in appropriate class and category with CPWD/PWD/DOT/DDA/MES & BSNL having similar work experience for the work of **“ANNUAL REPAIR AND MAINTENANCE OF WINDOW & SPLIT TYPE AIR-CONDITIONERS, WATER COOLERS AND VOLTAGE STABILIZERS INSTALLED AT IGNOU CAMPUS, MAIDAN GARHI & AGVC FLATS NEW DELHI”**.

***SIMILAR WORK MEANS:- MAINTENANCE OF WINDOW & SPLIT TYPE AIR-CONDITIONERS, WATER COOLERS AND VOLTAGE STABILIZERS.**

Name of work	Tender document for:- “Annual repair and maintenance of window & split type Air-Conditioners, water coolers and voltage stabilizers installed at IGNOU Campus, Maidan Garhi & AGVC Flats New Delhi”.
Estimated cost	Rs. 11,51,860/-
Period of contract	ONE YEAR
Earnest Money Deposit to be submitted online only (Mode: NEFT/ ECS/ RTGS) as per following details:- Account No.: 2257000100017009 IFSC Code: PUNB0225700 , Bank Name: Punjab National Bank , Branch Address: IGNOU, Maidan Garhi, New Delhi-110068 Exempted for MSME & NSIC registered agencies.	Rs. 23,037/-
Date of publishing	14/09/2023 (10:00 Hrs.)
Clarification start date and time	14/09/2023 (10:30 Hrs.)
Clarification end date and time	15/09/2023 (16:30 Hrs.)
Date and time of pre-bid meeting	18/09/2023 (15:00 Hrs.)
Bid submission start date	19/09/2023 (10:00 Hrs.)
Queries (If any)	No queries will be entertained after clarification end date and time
Last date and time of uploading of bids	09/10/2023 (12:00 Hrs.)
Date and time of opening of technical bids	10/10/2023 (15:00 Hrs.)
NOTE: If there is difference in date and time mentioned above and mentioned anywhere in tender document, the above dates should be treated as final.	

Interested parties may view and download the tender document containing the detailed terms & conditions, free of cost from the website <http://eprocure.gov.in/eprocure/app>.

MANUAL BIDS SHALL NOT BE ACCEPTED

Except for the original documents/instruments as mentioned in this tender.

Bidders should regularly visit the website to keep themselves updated.

INSTRUCTIONS FOR ONLINE BID SUBMISSION:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in](http://eprocure.gov.in)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account if any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (as required in the bid documents) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “online” to pay the notified EMD **Rs. 23,037/-** in favour of “**IGNOU, New Delhi**” **Account No.: 2257000100017009, IFSC Code: PUNB0225700 Bank Name: Punjab National Bank, Branch: IGNOU, Maidan Garhi, New Delhi.** Any bid not accompanied by an acceptable bid security will be summarily rejected. The same of unsuccessful bidders shall be returned without interest after finalization of the tender.
- 4) A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the file name. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 5) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by

unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.

- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. 011-29571836 and +91 9818477928.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 3070 2232, +91-7878007972 and +91-7878007973.

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
CONSTRUCTION & MAINTENANCE DIVISION
MAIDAN GARHI, NEW DELHI-110068**

E-TENDER NOTICE

Online bids (Technical & Financial) are invited for and on behalf of the Vice-Chancellor, IGNOU from the eligible contractors registered in appropriate class and category with CPWD/PWD/DOT/DDA/MES & BSNL having similar work experience for the work of “**Annual repair and maintenance of window & split type air-conditioners, water coolers and voltage stabilizers installed at IGNOU Campus, Maidan Garhi & AGVC Flats New Delhi**”.

***Similar work means:- Maintenance of window & split type air-conditioners, water coolers and voltage stabilizers.**

—— **NIT No: IG/CMD/EE(E)/NIT/2022-23/01**

—— **Estimated cost:-Rs.11,51,860/- (FOR ONE YEAR)**

The online bids complete in all respect along with the scanned copy of **Rs.23,037/-** towards notified **EMD**. Exempted to the agencies registered with MSME & NSIC.

The tender document along with other details may be downloaded from the CPP Portal:

<http://eprocure.gov.in/eprocure/app>

**Sd/-
Engineer-In-Charge**

Dated:-

INSTRUCTIONS TO THE BIDDER

Indira Gandhi National Open University (IGNOU) is a Central University located in Delhi, INDIA.

INSTRUCTION FOR e-PROCUREMENT

1. Preparation and Submission of Bids

- a. The detailed tender documents may be downloaded from <http://eprocure.gov.in/eprocure/app> till the last date of submission of tender. The Tender may be submitted online through CPP Portal <http://eprocure.gov.in/eprocure/app>
- b. The bidder should submit the bid online in two parts viz. Technical Bid and Financial Bid. Technical Bid, receipt of payment towards EMD should be uploaded online in cover-1 and Financial Bid in ".rar" should be uploaded online in cover-2.

2. Submission of the Bid: All interested eligible bidders are requested to submit their bids online on CPP Portal: <http://eprocure.gov.in/eprocure/app> as per the criteria given in this document:

- a. Technical Bid, receipt of payment towards EMD should be uploaded online in cover-1.
- b. Financial Bid should be uploaded online in cover-2.

Both Technical and Financial Bid covers should be placed online on the CPP Portal (<http://eprocure.gov.in/eprocure/app>).

3. Technical Bid: Signed and Scanned copies of the Technical bid documents as under must be submitted online on CPP Portal: <http://eprocure.gov.in/eprocure/app>.

- a. **List of Documents to be scanned and uploaded (Under Cover-1) within the period of bid submission:-**
 - i. **Scanned receipt of payment towards EMD.**
 - ii. **Copy of board resolution/ Power of Attorney/ Authorization letter indicating that the person signing the Bid has the required authority to sign on behalf of the Bidder and Copy of Memorandum of Association & Article of Association of the Bidder.**
 - iii. **Enlistment order/certificate of the contractor with any of Govt. deptt. e.g. CPWD/PWD/DOT/DDA/MES & BSNL which must be valid on the day of submission of tender or extended date of submission of tender whichever is later.**
 - iv. **Attested certificates of work experience as desired at 1.2.1, as mentioned in the form -6.**
 - v. **PAN Card No. and GSTIN No. & acknowledgement of latest return filed.**
 - vi. **Affidavit as per Notice Inviting Tender Condition 1.2.2 as mentioned in the form-6 [To be submitted on Ten Rupees stamp paper].**

4. Financial Bid

- a. The currency of all quoted rates shall be Indian Rupees. All payment shall be made in Indian Rupees.
- b. In preparing the financial bids, bidders are expected to take into account the requirements and conditions laid down in this Tender document. The financial bids should be uploaded online as per the specified ".rar" format i.e. PriceBid_20151015_IGNCD_AMC in Excel sheet attached as '.rar' with the tender and based on the scope of work, service conditions and other terms of the Tender document. It should include all costs associated with the Terms of Reference/Scope of Work of the assignment.

- c. The Financial Proposal should be inclusive of all applicable taxes, duties, fees, levies, and other charges imposed under the applicable laws. The rates quoted in the Tender including GST as per schedule 'A' (financial bid) except ESI & EPF. The ESI & EPF component shall be reimbursable by the department after receipt of paid challans etc. if applicable.
- d. The Financial bid should be according to the format given in the Tender Document. It should be ensured that no required value against an item is missed. If the bidder does not want to charge for an item the value must be filled as "0" (ZERO). All totals should be correct.

5. Last Date for Submission of Tender:

- a. Online bids complete in all respects, must be submitted on or before the last date and time specified in the schedule of events.
- b. The IGNOU may, at its own discretion, alter/extend the last date for submission of tenders.

6. Bid Security (EMD)

- a. The bidder has to select the payment option as "online" to pay the notified EMD **Rs. 23,037/-** in favour of "**IGNOU, New Delhi**" **Account No.: 2257000100017009, IFSC Code: PUNB0225700 Bank Name: Punjab National Bank, Branch: IGNOU, Maidan Garhi, New Delhi.** Any bid not accompanied by an acceptable bid security will be summarily rejected (Exempted to the agencies registered with MSME & NSIC). The same of unsuccessful bidders shall be returned without interest after finalization of the tender.
- b. The EMD of unsuccessful Bidders shall be refunded through online mode without interest after finalization of the tender and that of the Successful Bidder shall be refunded without interest, on receipt of Performance Bank Guarantee in accordance with the requirement of the Contract.

7. Bid Validity

- a. All the Bids must be valid for a period of 90 days from the last date of submission of the tender for execution of contract. However, the quoted rates should be valid for the initial/ extended period of the contract from the effective date of the contract. No request will be considered for price revision during the original contract period.
- b. A bid valid for a shorter period shall be declared as non-responsive.
- c. In exceptional circumstances, prior to expiry of the original time limit, the IGNOU may request the bidders to extend the period of validity for a specified additional period beyond the original validity of 90 days. The request and the bidders' responses shall be made in writing. The bidders, not agreeing for such extensions will be allowed to withdraw their bids without forfeiture of their Bid Security (EMD).

8. Modification / Substitution/ Withdrawal of bids:

- a. No Bid shall be modified, substituted or withdrawn by the Bidder after the Bid's due Date.
- b. Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid's due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.

9. Rejection of the Bid: The bid submitted shall become invalid if:-

- a. The bidder is found ineligible.
- b. The bidder does not upload all the documents as stipulated in the bid document.

- c. Non-submission of EMD on or before last date of submission of bids. (Exempted to the agencies registered with MSME & NSIC)
10. The successful bidders shall be required to submit a performance guarantee of 5% of the tendered amount in the form of Bank Guarantee or F.D.R. from a Nationalized / Scheduled Bank within 10 days of issue of letter of intent before award of work. In case of failure by the Contractor to submit the performance guarantee within the specified period, full earnest money will be forfeited and the tender shall be treated as null and void. **The performance guarantee shall be initially valid up to the stipulated date of completion plus 60 (Sixty) days beyond that.**
 11. Contractors who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted.
 - i) The Firms/Contractors should have satisfactorily completed **one similar work** of value not less than **Rs.9,21,488/- (80%)** or **two similar works** each of value not less than **Rs.6,91,116/- (60%)** or **three similar works** each of value not less than **Rs.4,60,744/- (40%)** during last 07 years ending previous day of last date of submission of bids.
 - ii) Bidder has to select the payment option as “online” to pay the notified EMD **Rs. 23,037/-** in favour of “**IGNOU, New Delhi**” **Account No.: 2257000100017009, IFSC Code: PUNB0225700 Bank Name: Punjab National Bank, Branch: IGNOU, Maidan Garhi, New Delhi.** Any bid not accompanied by an acceptable bid security will be summarily rejected. The same of unsuccessful bidders shall be returned without interest after finalization of the tender.

Similar work shall mean :- Maintenance of window & split type air-conditioners, water coolers and voltage stabilizers.

1. **The intending bidder must read the terms and conditions & FORM - 6 & 7/8 carefully** which will be the part of the Contract. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
2. Information and Instructions for bidders posted on website shall form part of bid document.
3. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <http://eprocure.gov.in/eprocure/app> free of cost.
4. Copy of enlistment order and certificate of work experience and other documents as specified in the bid documents shall be scanned and up-loaded to the e-Tendering website within the period of bid submission. **(However, original of all the scanned and up-loaded documents as specified shall be submitted by the lowest bidder within a week physically in the office of e-tendering authority i.e. Engineer-In-Charge, CMD for verification, failing which the tender shall be rejected).**
5. Online bid documents submitted by intending bidders shall be opened only of those bidders, who as deposited EMD and other documents scanned and uploaded are found in order.
6. Completion certificates are required to be got issued by an officer not below the rank of Executive Engineer of similar works completed by the Firm. The work experience certificates submitted by the bidders shall clearly indicate that:
 - a. The similar work executed shall be **as ‘11’ (i) above**

- b. The completed cost of the work
 - c. Actual date of completion of the work
7. Attested copy of registration certificates to be uploaded. Registration of firms/ Contractors must be valid on the day of submission of Tenders or extended date of submission of Tenders whichever is later.
8. Work means only work under Government/ Public Sector Undertaking / Central Autonomous bodies.
9. IGNOU is committed to follow the principle of transparency, equity and competitiveness in public procurement.
10. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online bidding process as per details available on the website.
11. The intending bidder must have valid class-III digital signature to submit the bid.
12. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
13. Contractor can upload documents in the form of JPG format and PDF format.
14. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).
15. When bids are invited in two / three stages systems and if it is desired to submit revised financial bid it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
16. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.

**CONSTRUCTION & MAINTENANCE DIVISION
(NOTICE INVITING E-TENDER)**

1.0 Item rate tenders are invited for and on behalf of the Vice-Chancellor, IGNOU from the eligible contractors registered in appropriate class and category with CPWD/PWD/DOT/DDA/MES & BSNL having similar work experience for the work of **“Annual repair and maintenance of window & split type air-conditioners, water coolers and voltage stabilizers installed at IGNOU Campus, Maidan Garhi & AGVC Flats New Delhi”**.

***Similar work means:- Maintenance of window & split type air-conditioners, water coolers and voltage stabilizers.**

The enlistment of the contractor should be valid on the last date of submission of tenders. In case only the last date of submission of tender is extended, the authorization of agent should be valid on the original date of submission of tenders.

- 1.1 The work is estimated to cost **Rs.11,51,860/-**. This estimate, however, is given merely as a rough guide.
- 1.1.1 The authority competent to approve NIT for the combined cost and belonging to the major discipline will consolidate NITs for calling the bids. He will also nominate Division which will deal with all matters relating to the invitation of bids. For composite bid, besides indicating the combined estimated cost put to tender, should clearly indicate the estimated cost of each component separately. The eligibility of bidders will correspond to the combined estimated cost of different components put to bid.
- 1.2 Intending bidder is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below:-
 - 1.2.1 **Criteria of eligibility for the agencies.**

The Firms/Contractors should have satisfactorily completed **one similar work** of value not less than **Rs.9,21,488/- (80%)** or **two similar works** each of value not less than **Rs.6,91,116/- (60%)** or **three similar works** each of value not less than **Rs.4,60,744/- (40%)** during last 07 years ending previous day of last date of submission of bids.
 - 1.2.2 **To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under on 10 Rs. Non-Judicial Stamp Paper:-**

“I / We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I / We shall be debarred for bidding in IGNOU, New Delhi in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-In-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee (Scanned copy to be uploaded at the time of submission of bid)”.
2. **Agreement shall be drawn with the successful bidders on prescribed Form No. CPWD 7/8. Bidders shall quote their rates as per various terms and conditions of the said form which will form part of the agreement.**
3. The time allowed for carrying out the work will be **ONE YEAR** from the date of start as defined in schedule ‘F’ or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
4. The site for the work is available.
5. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions

of Contract Form CPWD-7/8 can be seen from the web Site <http://eprocure.gov.in/eprocure/app>. **free of cost.**

6. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of tender as notified.
7. While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of tender as notified.
8. If it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the tender submitted earlier shall become invalid.
9. The receipt of online submitted EMD must be uploaded to the e-tendering website within the period of tender submission by the intending bidders.
10. The bid submitted shall become invalid, and reject:-
 - a) If he bidder is found ineligible.
 - b) If the bidder does not upload all the documents as stipulated in the bid documents.
 - c) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and original documents physically submitted to the office of the Chief Project Officer, CMD (Opp. Horticulture-Cell), at IGNOU Campus, Maidan Garhi, New Delhi-110068 for verification by the lowest tenderer/bidder.
 - d) If the bid security (EMD) is not paid (except in case of agencies registered with MSME & NSIC)
11. The contractor whose bid is accepted will be required to furnish **performance guarantee of 5% (Five Percent)** of the bid amount within the period specified in Schedule 'F'. This guarantee shall be in the form of cash (in case guarantee amount is less than Rs. 10000/-) or Deposit at Call receipt of any scheduled bank/Banker' cheque of any scheduled bank/ Demand Draft of any scheduled bank/Pay order of any Scheduled Bank (in case guarantee amount is less than Rs.1,00,000/-) or Government Securities or Fixed Deposit Receipts or irrevocable Bank Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F' including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.
12. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and subsoil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain to all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder(s) shall be responsible for arranging and maintaining at their own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

13. The competent authority does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assigning any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected.
14. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
15. The competent authority reserves the right of accepting the whole or any part of the bid and the bidder shall be bound to perform the same at the rate quoted.
16. The contractor shall not be permitted to bid for works in the IGNOU responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an Officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in the IGNOU, New Delhi. Any breach of this condition by the contractor would render him liable to be debarred from bidding process in future in IGNOU, New Delhi.
17. No Engineer of Gazetted rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract liable to be cancelled, if, either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.
18. The bid for the works shall remain open for acceptance for a period of **ninety [90] days from the date of submission of the bids**, if any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the IGNOU, New Delhi shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the re-bidding process of the work.
19. This notice inviting bid shall form a part of the contract document. The successful bidder / contractor, on acceptance of his bid by the Accepting Authority shall within FIFTEEN DAYS stipulated date of start of the work, sign the contract consisting of:-
 - a) The Notice Inviting Bid, all the documents including additional/special conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
 - b) Standard CPWD Form -7/8 and Form-6 as applicable with amended up-to date.
20. In case any discrepancy is noticed between the documents as uploaded at the time of submission of the bid online and original document submitted by the L-I bidder for verification at IGNOU, New Delhi, then the bid submitted shall become invalid and the IGNOU, New Delhi shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the bidding process of the work.

CONSTRUCTION & MAINTENANCE DIVISION
ITEM RATE TENDER & CONTRACT FOR WORKS

Tender for the work of :- "Annual repair and maintenance of window & split type air-conditioners, water coolers and voltage stabilizers installed at IGNOU Campus, Maidan Garhi & AGVC Flats New Delhi".

- (A) (I) To be submitted online by **10:00 AM** on/....../2023.
(II) To be opened online at **03:30 PM** on/....../2023.

e-TENDER

I / We have read and examined the Notice Inviting Tender, schedule, A, B, C, D, E & F, Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I / We hereby tender for the execution of the work specified for the Vice-Chancellor, IGNOU, New Delhi within the time specified in Schedule 'F' viz., schedule of quantities and in accordance in all respect with the specifications, designs, drawing and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respect of accordance with, such conditions so far as applicable.

We agree to keep the tender open for ninety (90) days from the due date of its opening / ninety days from the date of opening of financial bid in case tenders are invited on 2/3 envelop system (**strike out as the case may be**) and not to make any modification in its terms and conditions.

A sum of **Rs.23,037/-** is hereby deposited online. If I / We, fail to furnish the prescribed performance guarantee within prescribed period I / We agree that the said The Vice-Chancellor, IGNOU, New Delhi-110068 or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I / We fail to commence the work as specified, I / We agree that The Vice-Chancellor, IGNOU, New Delhi-110068 or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form. Further, I / We agree that in case of forfeiture of Earnest Money & Performance Guarantee as aforesaid. I / We shall be debarred for participation in the re-tendering process of the work.

I / We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I / We shall be debarred for tendering in IGNOU, New Delhi in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

I / We hereby declare that I / We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I / We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated:

Signature of Contractor

Witness:

Postal Address

Address:

Occupation:-

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for an on behalf of The Vice-Chancellor, IGNOU, New Delhi - 110068 for a sum of(Rupees.....).

The letters referred to below shall form part of this contract agreement:-

- (a)
- (b)
- (c)

For & on behalf of the Vice-Chancellor, IGNOU
Signature
Designation

Dated:

PROFORMA OF SCHEDULES

[Operative Schedules to be supplied separately to each intending tenderer]

SCHEDULE 'A'

Schedule of quantities (enclosed)

SCHEDULE 'B'

Schedule of materials to be issued to the contractor

S.No.	Description of item	Quantity	Rates in figures & words at which the material will be charged to the contractor	Place of issue
← Nil →				

SCHEDULE 'C'

Tools and plants to be hired to the contractor

S.No.	Description	Hire charges per day	Place of Issue
← Nil →			

SCHEDULE 'D'

Extra schedule for specific requirements/document for the work, if any.

■■■■■■■■■■■■■■■■■■■■ Nil ■■■■■■■■■■■■■■■■■■■

SCHEDULE ‘E’

Reference to General Conditions of contract [GCC]

1	Name of work	:	“Annual repair and maintenance of window & split type air-conditioners, water coolers and voltage stabilizers installed at IGNOU Campus, Maidan Garhi & AGVC Flats New Delhi”.
2	Estimated cost of work	:	Rs. 11,51,860 /-
3	Earnest Money	:	Rs. 23,037/-
4	Performance Guarantee	:	5 % of tendered value
5	Security Deposit	:	5 % of tendered value

SCHEDULE 'F'

GENERAL RULES & DIRECTION: Officer inviting tender - Executive Engineer (E)

Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2&12.3	:	See below
Definitions:		
2[v] Engineer-In-Charge	:	Chief Project Officer
2[vi] Accepting Authority	:	Vice-Chancellor, IGNOU.
2[x] Percentage on cost of materials and labour to Cover all overheads and profits	:	15 %
2[xi] Standard schedule of rates	:	Market Rate.
2[xii] Department	:	CMD, IGNOU, New Delhi
9[ii] Standard CPWD contract Form corrected up-to date	:	CPWD 7/8 amended up-to date.

Clause 1:		
[i] Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance	:	10 days
[ii] Maximum allowable extension with late fees @ 0.1% per day of performance guarantee amount beyond the period provided in (i) above	:	1 to 10 days
Clause 2:		
Authority for fixing compensation under clause 2	:	Vice-Chancellor, IGNOU
Clause 2 A:		
Whether Clause 2A shall be applicable	:	No
Clause 5:		
Number of days from the date of issue of letter of award for reckoning date of start	:	10 [ten] days

Milestone(s) as per table given below:-

Sl. No.	Description of Milestone (Financial)	Time allowed in days (from date of start)	Amount to be with-held in case of non-achievement of mile stone
N O T A P P L I C A B L E			

Time allowed for execution of work	:	ONE YEARS
Authority to decide/approve Extension of time	:	Vice-Chancellor, IGNOU
Rescheduling of mile stones	:	NOT APPLICABLE
Clause Applicable 6 or 6A:	:	6 A
Clause 7:		
Gross work to be done together with net payment / adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment	:	Not Applicable
Clause 10 A:		
List of testing equipment to be provided by the contractor at site lab	:	As desired by the Engineer-in-charge relating to the work.
Clause 10B(ii):		
Whether Clause 10 B (ii) shall be applicable	:	No
Clause 10C:		Applicable
Component of labour expressed as % of value of work.	:	30%

Clause 10CA:

S.N.	Material covered under this clause	Nearest Materials (other than cement, reinforcement bars and the structural steel) for which All India Wholesale Price Index to be followed	Base Price of all Materials covered under clause 10 CA*
1			
2			
3		Nil	
4			

* Base price of all the materials covered under clause 10 CA is to be mentioned at the time of approval of NIT.

Clause 10CC

-

Not Applicable

Clause 11:-

Specifications to be followed for execution of work	:	General CPWD specifications for Electrical & air-conditioning works amended up to date and special terms and conditions of the contract.
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Clause 12:-

Deviation limit within one year

-

25%

Clause 16

Competent Authority for deciding reduced rates	:	Vice-Chancellor, IGNOU.
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Clause 18

List of mandatory machinery, tools & plants to be deployed by the contractor at site:

As per site requirement for execution of work.

Clause 36 (i)

Whether clause 36 (i) shall be applicable

-

- NO -

Clause 42

Whether clause 42 shall be applicable

-

- NO -

Form of Earnest Money Deposit

Bank Guarantee Bond

WHEREAS, contractor.....(Name of contractor) (hereinafter called "the contractor") has submitted his tender dated for the construction of(name of work) (hereinafter called "the Tender")

KNOW ALL PEOPLE by these presents that we.....(name of bank) having our registered office at(hereinafter called "the Bank")are bound unto
(Name and division of Chief Project Officer) (hereinafter called "the Engineer-in-Charge") in the sum of Rs. (Rs. in words) for which payment well and truly to be made to the said Engineer-in-Charge the Bank binds itself, his successors and assigns by these presents.

SEALED with the Common Seal of the said Bank thisday of 20... .
THE CONDITIONS of this obligation are:

- (1) If after tender opening the Contractor withdraws, his tender during the period of validity of tender (including extended validity of tender) specified in the Form of Tender;
- (2) If the contractor having been notified of the acceptance of his tender by the Engineer-in-Charge:
 - (a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to contractor, if required;
OR
 - (b) fails or refuses to furnish the Performance Guarantee, in accordance with the provisions of tender document and Instructions to contractor,
OR
 - (c) fails or refuses to start the work, in accordance with the provisions of the contract and Instructions to contractor,
OR
 - (d) fails or refuses to submit fresh Bank Guarantee of an equal amount of this Bank Guarantee, against Security Deposit after award of contract.

We undertake to pay to the Engineer-in-Charge up to the above amount upon receipt of his first written demand, without the Engineer-in-Charge having to substantiate his demand, provided that in his demand the Engineer-in-Charge will note that the amount claimed by his is due to him owing to the occurrence of one or any of the above conditions, specifying the occurred condition or conditions. This Guarantee will remain in force up to and including the date* after the deadline for submission of tender as such deadline is stated in the Instructions to contractor or as it may be extended by the Engineer-in-Charge, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE
SIGNATURE OF THE BANK
WITNESS

SEAL

(SIGNATURE, NAME AND ADDRESS)

*Date to be worked out on the basis of validity period of **ONE YEAR** from last date of receipt of tender.

SCOPE OF WORK AS WELL AS SPECIAL TERMS AND CONDITIONS

Name of work:- “Annual repair & maintenance of window/split type air-conditioners, water coolers and voltage stabilizers installed at IGNOU Campus, Maidan Garhi & AGVC flats New Delhi”.

1. The work shall be carried out as per CPWD specifications for electrical and air-conditioning works amended up to date and conforming to statutory Act, Rules, Regulations Standards and safety rules etc.
2. Before quoting the rates, the contractor shall acquaint himself about the installations of the machines at office buildings and residences at AGVC & MGRC at IGNOU Campus.
3. The quantities shown in the schedule are tentative and may vary as per requirement. The payment will be made as per actual quantity of work done at site.
4. All precautionary measures should be adopted for carrying out the subject work. If any untoward mishap occur then the contractor shall be responsible for the same.
5. The rates quoted by the agency shall be inclusive of all prevailing taxes, loading, un-loading, transportation. If any taxes amended by the Govt. after call of tender, then the amended tax(es) will be applicable.
6. All air-conditioners as per the quantity as mentioned in the schedule of work at Sub-Head–D will be serviced and the contractor shall maintain proper record for the purpose like servicing, repair/ replacement of parts for each air-conditioner(s)/voltage stabilizer(s) & water cooler(s). The same shall be authenticated by the user or its representative. This record shall be produced for releasing of payments or as and when asked by the department.
7. The decision of engineer in-charge shall be final to the means and method to be employed for the repair/service work under this contract.
8. The spare part required to be replaced shall be done with the decision of Engineer-in-charge during the contract period. Any component/compressor under warranty shall be replaced free of cost.
9. If any damage occurs to the building, doors, road, paths, machines, appliances, fixture and fitting by the contractor or his staff during the execution of work then the same shall be repair/replaced to make good to the damage by the contractor. If the contractor fails to do so, then the same shall be rectified by the university at the risk and cost of the contractor.
10. The electricity and water for the purpose shall be made available by the department free of cost to the contractor for the subject work.

11. Under this contract the replacement means, supplying and fixing of new parts as in the tender after dismantling/removing the defective parts in the machines at site. If any spare part item of existing brand/make is not available then agency can replace the same with an alternative equivalent one with the approval of Engineer-in-charge and proof of such purchase of items from the market shall be submitted by the contractor before release of bill or as & when asked by the department. No cartage loading/un-loading including labour cost for fixing, testing etc. will be entertained by the department.
12. Defective/unserviceable items and compressors (which are not under warranty) shall be handed over by the contractor to university with proper maintaining record. These dismantled/unserviceable items will be the property of university.
13. After award of the work the contractor shall provide the details of landline No., Mobile No., e-mail ID to the department within two days so that users/ department can lodge the complaints and the contractor shall attend the same as below:-
“The repair /replacement of minor components i.e. capacitor, relays, fan blades, contactors, thermostat shall be done in 24 hrs. The repair/replacement of PCB, fan motor, leakage repair shall be attended within 48 hrs. Other then this replacement of compressors and coils shall be done within five days. In case the contractor fails to rectify the same within the stipulated period, the university shall levy a penalty of Rs.200/- per day for the period the machine remained out of order up-to a maximum of 02 days and then the department will rectify the machine at the risk and cost of contractor.” However, the decision of engineer-in-charge will be final.
14. No sub-standard work will be accepted and no payment will be made for the same.
15. No advance payment will be made for execution of the work.
16. The contract can be extended for further period of one year on the same rates, terms and conditions on the basis of the satisfactory performance of the work and mutual agree of both IGNOU and agency.

Engineer-In-Charge

Schedule 'A'
N.O.W.: Annual repair and maintenance of window & split type Air-Conditioners, water coolers and voltage stabilizers installed at IGNOU Campus, Maidan Garhi & AGVC Flats New Delhi.

Sr. No.	Description	Qty.	Unit	Rate	Amount
	Sub-Head-A:- Repair including supplying and fixing of the spares for the followings Air-conditioners by deputing necessary manpower complete as required:-				
1.	Repairing of leakages in complete AC system by deputing necessary manpower with identifying the leakage by carrying out pressure testing with nitrogen. After holding the pressure vaccumizing the system with proper capacity of vacuum pump & charging the refrigerant gas complete as required.				
1.1	0.75/1 ton capacity split type air-conditioners.	10	Each		
1.2	1.5/2.0 ton capacity window type air-conditioners.	20	Each		
1.3	1.5/2.0 ton capacity split type air-conditioners	20	Each		
2.	Providing and fixing of fan motor for:-				
2.1	0.75/1 ton capacity type split air-conditioners (Split outdoor unit) (New)	10	Each		
2.2	1.5/2.0 ton capacity Split type air-conditioners.	40	Each		
2.3	1.5/2.0 ton capacity Window type air-conditioners.	10	Each		
3.	Providing and fixing of fan motor blade for:-				
3.1	0.75/1 ton capacity split type air-conditioners.	5	Each		
3.2	1.5/2.0 ton capacity split type air-conditioners.	14	Each		
4.	Providing and fixing of running capacitor of EPCOS make or equivalent for :-				
4.1	0.75/1 ton capacity split type air-conditioners.	5	Each		
4.2	1.5/2.0 ton capacity window type air-conditioners.	20	Each		
4.3	1.5/2.0 ton capacity split type air-conditioners	20	Each		
5.	Providing and fixing of starting capacitor of EPCOS make or equivalent for:-				
5.1	0.75/1 ton capacity split type air-conditioners.	7	Each		
5.2	1.5/2.0 ton capacity window type air-conditioners.	20	Each		
5.3	1.5/2.0 ton capacity split type air-conditioners.	20	Each		
6.	Providing and fixing of motor capacitor of EPCOS make or equivalent for:-				
6.1	0.75/1 ton capacity split type air-conditioners.	5	Each		
6.2	1.5/2.0 ton capacity window type air-conditioners.	14	Each		
6.3	1.5/2.0 ton capacity split type air-conditioners	14	Each		
7.	Providing and fixing of selector switch for:-				
7.1	0.75/1 ton capacity split type air-conditioners.	5	Each		
7.2	1.5/2.0 ton capacity window type air-conditioners.	11	Each		
7.3	1.5/2.0 ton capacity split type air-conditioners	11	Each		
8.	Providing and fixing of over-load protector for:-				
8.1	0.75/1 ton capacity split type air-conditioners.	5	Each		
8.2	1.5/2.0 ton capacity window type air-conditioners.	7	Each		
8.3	1.5/2.0 ton capacity split type air-conditioners.	7	Each		
9.	Providing and fixing of blower fan for:-				
9.1	0.75/1 ton capacity split type air-conditioners.	5	Each		
9.2	1.5/2.0 ton capacity window type air-conditioners.	7	Each		

9.3	1.5/2.0 ton capacity split type air-conditioners.	7	Each		
10.	Providing and fixing of starting relay for:-				
10.1	0.75/1 ton capacity split type air-conditioners.	5	Each		
10.2	1.5/2.0 ton capacity window type air-conditioners.	11	Each		
10.3	1.5/2.0 ton capacity split type air-conditioners	11	Each		
11.	Providing and fixing of wiring kit for:-				
11.1	0.75/1 ton capacity split type air-conditioners	5	Each		
11.2	1.5/2.0 ton capacity window type air-conditioners.	7	Each		
11.3	1.5/2.0 ton capacity split type air-conditioners.	7	Each		
12.	Providing and fixing of PVC insulated unarmored 3 core copper conductor 2.5sqmm size for the AC as per site required. (make-Polycab/plaza)	80	Per Mtr.		
13.	Providing and fixing of front grill for:-				
13.1	0.75/1 ton capacity split type air-conditioners	2	Each		
13.2	1.5/2.0 ton capacity window type air-conditioners.	5	Each		
13.3	1.5/2.0 ton capacity split type air-conditioners	5	Each		
14.	Installation of air-conditioners either shifting or new installation with making hole in existing wall/M.S. grill with P/F suitable size of frame as per site required.				
14.1	0.75/1 ton capacity split type air-conditioners.	5	Each		
14.2	1.5/2.0 ton capacity window type air-conditioners.	20	Each		
14.3	1.5/2.0 ton capacity split type air-conditioners.	20	Each		
15.	Providing and fixing of cordless remote for:-				
15.1	0.75/1 ton capacity split type air-conditioners.	2	Each		
15.2	1.5/2.0 ton capacity window type air-conditioners.	5	Each		
15.3	1.5/2.0 ton capacity split type air-conditioners	5	Each		
16.	Repairing of existing cordless remote up to satisfaction of user complete as required for:-				
16.1	0.75/1 ton capacity split type air-conditioners	3	Each		
16.2	1.5/2.0 ton capacity window type air-conditioners.	5	Each		
16.3	1.5/2.0 ton capacity split type air-conditioners	5	Each		
17.	Providing and fixing of AC compressor with dismantling defective and installation of new compressor i/c charge of refrigerant as complete as required.				
17.1	0.75/1 ton capacity split air-conditioners	5	Each		
17.2	1.5/2.0 ton capacity window air-conditioners.	14	Each		
17.3	1.5/2.0 ton capacity split air-conditioners.	14	Each		
18.	Providing and fixing of 0.75/1/1.5/2.0 ton capacity Air-break contactor for split AC's.	15	Each		
19.	P/F outdoor unit stand for split AC prefabricated and fitting/positioning complete as per site required.	10	Each		
20.	Supplying, Connecting, Copper pipe for inter connectivity indoor & outdoor units of split AC i/c protecting with/covering thermal insulation including testing & commissioning complete as required.	50	Per Mtr.		
21.	Supplying and connecting PVC drain pipe for indoor unit up-to outside as per site requirement complete as required.	7	Per Mtr.		
22.	Providing & fixing pre-filter (new) for window/split AC's.	7	Each		
23.	Repairing of PCB card of following capacity air-conditioners of different existing makes & models for:-				

23.1	0.75/1 ton capacity split air-conditioners	10	Each		
23.2	1.5/2 ton capacity window air-conditioners	10	Each		
23.3	1.5/2 ton capacity split air-conditioners	10	Each		
24.	Supplying & fixing new PCB card suitable of following type air-conditioners of different makes & models for:-				
24.1	0.75/1 ton capacity split type air-conditioners	10	Each		
24.2	1.5/2 ton capacity window type air-conditioners	10	Each		
24.3	1.5/2 ton capacity split type air-conditioners	10	Each		
	Sub-Head -B :- Repair including supplying and fixing of the spares for the followings water coolers by deputing necessary manpower complete as required:-				
25.	Repair/Rewinding of water cooler motor complete as required for:-				
25.1	Water cooler of capacity 40/80 ltr.	3	Each		
25.2	Water cooler of capacity 150/150 ltr.	3	Each		
26.	Providing and fixing of water cooler motor for:-				
26.1	Water cooler of capacity 40/80 ltr.	4	Each		
26.2	Water cooler of capacity 150/150 ltr.	4	Each		
27.	Providing and fixing of water cooler compressor with dismantling the faulty compressor & installation i/c charging of refrigerant gas as complete as required for:-				
27.1	Water cooler of capacity 40/80 ltr.	4	Each		
27.2	Water cooler of capacity 150/150 ltr.	4	Each		
28.	Repairing of leakage in complete water cooler system by deputing necessary manpower with identifying the leakage by carrying out pressure testing with nitrogen. After holding the pressure vaccumizing the system with proper capacity of vacuum pump & charging the refrigerant gas complete as required for:-				
28.1	Water cooler of capacity 40/80 ltr.	5	Each		
28.2	Water cooler of capacity 150/150 ltr.	5	Each		
29.	Providing and fixing of Thermostat of AC's and water cooler.	10	Each		
30.	Providing and fixing of fan motor blade of water coolers of following capacity.				
30.1	40/80 ltrs. Water coolers	10	Each		
30.2	150/150 ltrs water coolers	10	Each		
31.	Providing and fixing of water cooler water taps of following capacity.				
31.1	40/80 ltrs. Water coolers	10	Each		
31.2	150/150 ltrs. Water coolers	10	Each		
32.	Providing and fixing of water cooler dip tray/waste water tray of different makes/models of following capacities.				
32.1	40/80 ltrs water coolers	5	Each		
32.2	150/150 ltrs water coolers	5	Each		
33.	Providing and fixing wiring kit i/c P/F selector switch connections water coolers of different capacity of different makes/models for:-				
33.1	40/80 ltrs water coolers	5	Each		
33.2	150/150 ltrs water coolers	5	Each		

34.	Repairing water coolers top cover i/c P/F lock & key arrangement of drinking water coolers of following capacity different makes/models for:-				
34.1	40/80 ltrs water coolers	5	Each		
34.2	150/150 ltrs water coolers	5	Each		
35.	Providing, welding and fixing iron legs duly painted at 4 legs of bottom base of water cooler & positioning the same at appropriate location after repair complete as required for :-				
35.1	40/80 ltrs water coolers 04 legs	5	Set		
35.2	150/150 ltrs water coolers 04 legs	5	Set		
	SUB-HEAD -C :- Repair of voltage stabilizer Logicstat/Blue bird make.				
36.	Providing and fixing of volt meter 65 mm.	10	Each		
37.	Providing and fixing of relay 20/30amp.	50	Each		
38.	Providing and fixing of main transformer 4 KVA stabilizer.	5	Each		
39.	Providing and fixing of main transformer 5 KVA stabilizer.	5	Each		
40.	Providing and fixing terminal box (connector) for stabilizer 4/5 KVA.	25	Each		
41.	Providing and fixing Control card of 4/5 KVA stabilizer	50	Each		
42.	Providing and fixing Rocker switch of 4/5KVA stabilizer.	25	Each		
	SUB-HEAD - D:- Servicing of AC 0.75/1.0/1.5/2.0 Ton Capacity (Window/Split)				
43.	Wet servicing of window/split air-conditioners of capacity 0.75/1.0/1.5/2.0 Ton by deputing necessary manpower and T&P viz. water pressure pump, chemicals etc. complete as required at site up-to satisfaction of Engineer-in-charge. (Water will be provided by client department.)	550	Each		

Engineer-In-Charge