

**TENDER NOTICE**

Sub:- Quotation for Servicing & Maintenance/Repairing of 23 Water Dispenser Machine, 20 Hot cases will be for the period of one year and 12 Heat convectors & Air fan, one Fodders LLOYD for a period of **January -2019 to March-2019.(three months)**(All inclusive Comprehensive with parts).

The Land & Development Office invites quotations for awarding Service & Maintenance/repairing of 23 Water Dispenser Machine, 20 Hot cases will be for the period of one year and 12 Heat convectors & Air fan, one Fodders Lloyd for a period of **January -2019 to March-2019. (Three months)** (All inclusive Comprehensive with parts) .Interested parties may submit the quotation in the following format:

S. No.	Nature of Work	Qty	Rate per unit (In Rs.)
<b>1</b>	<b>Servicing/maintenance/repairing of Water Dispenser Machine and also arrangement for sufficient man power for cleaning of Water Dispenser Machine weekly basis.</b>	<b>23</b>	
<b>2</b>	<b>Providing &amp; fixing of all parts of Water Dispenser Machine</b>		
(a)	Compressor		
(b)	Gas charging		
(c)	Nogal		
(d)	Water Try		
(e)	rely		
(f)	Tap		
(g)	Heater/Tank		
(h)	Heating Quall		
(i)	Thermostat		
<b>(3)</b>	<b>Servicing/maintenance/repairing of hot Cases</b>	<b>20</b>	
(a)	Element		
(b)	Thermostat		
(c)	Wire (Three core)		
(d)	3 pin Top-15 Amp		
<b>(4)</b>	<b>Servicing/maintenance/repairing of Heat convectors &amp; Air fan One Fodders LLOYD</b>	<b>13</b>	
(a)	Heat motor		
(b)	Element-2000 wt		
(c)	Thermostat		
(d)	Three pin Top-15 Amp		
(d)	Three core wire(per Mtr)		

2. Before submitting the tender, the bidder is required to go through the following terms and conditions:

2.1 The number of Water Dispenser Machine, Hot cases, Heat convectors & Air fan, one Fodders Lloyd. (All inclusive Comprehensive with parts), may increase/ decrease subsequently. If necessary the bidder may examine the condition of above items before quoting the rates.

2.2 Rate quoted for the above items will be all inclusive per item and remain valid during the period of contract i.e. from one year of Water Dispenser Machine, Hot cases and Heat convectors & Air fan, one Fodders Lloyd from January, 2019 to March, 2019(Three Months). Rates mentioned in the quotations once accepted will not be allowed to be enhanced during the currency of contract period.

- 2.3 The maintenance/servicing/repairing contract of the Water Dispenser Machine, Hot cases, Heat convectors & Air fan, one Fodders Lloyd. (All inclusive Comprehensive with parts), will include arrangement for sufficient man power for cleaning of Water Dispenser Machine weekly basis.
- 2.4 The bidder should attach experience certificate preferably from Government/Semi Government Organizations along with their quotations. In case any works which cannot be undertaken in the office premises will be allowed to take outside and no extra charge will be paid for such work. Before taking such defected equipment out of the office premises specific written permission should be obtained from the competent authority.
- 2.5 Due care may be taken while filing the quotation. All rates must be shown against the items mentioned in the quotation without overwriting or cutting and both in words and in figures. Total of all the rates of different items should be shown at the end of the total column. Incomplete tender form will be rejected summarily.
- 2.6 No payment would be made for repair/replacement of any parts after the first service. No advance payment will be made in any case. It shall be the responsibility of the contractor to hand over all the equipments in working conditions at the end of the contract period.
- 2.7 The Contractor will depute competent and qualified mechanic to inspect the equipment on daily basis and carry out the job assigned to him by this office and breakdown complaint, if any, received by the contractor should be attended to immediately and ensure that the equipment is in good working conditions, throughout the contract period.
- 2.8 A firm blacklisted by any Government Office will not be eligible to participate in this tender. Undertaking to this effect that your firm is not debarred/black listed by any other Government Department will have to be given at the time of submitting the tender.
- 2.9 Payment will be released to the firm on monthly basis on production of satisfactory functional reports of the Water Dispenser Machine, Hot cases, Heat convectors & Air fan, one Fodders Lloyd from the users of this office along with the bills, in triplicate. No advance payment will be made in any circumstances.
- 2.10 The quotation should reach the undersigned or should be deposited in Room No. 635-A, Land & Development Office, M/o Housing & Urban Affairs , Nirman Bhawan, New Delhi in a sealed cover super-scribed **"Quotation for Servicing & Maintenance/Repairing of 23 Water Dispenser Machine, 20 Hot cases will be for the period of one year and 12 Heat convectors & Air fan, one Fodders LLoyd for a period of January -2019 to March-2019.(three months)"**.by 3.00 PM on ~~28.01.17~~ The quotation will be opened on the same day in room of Sr. Accounts Officer on Room No. 615-A, 6<sup>th</sup> Floor, Nirman Bhawan, New Delhi in the presence of the tender's who may like to be present.
- 2.11 All bidders must enclose VAT registration /service tax registration /Income Tax certificate along with the tender document.
- 2.12 The Security Deposits' @10% of total quotation value to be deposited **through e-payment/RTGS/NEFT, Net banking in receipt A/C No 007010200032939, Axis Bank IFSE Code UTIB0000007, in favour of PAO (Sectt)** must accompany the quotation letter. Quotation received without Security Deposits' money will not be considered. Security Deposits' money received from the Tendered will be returned to unsuccessful bidders without interest immediately after the process of selecting the awardee is over. The other requisite document mentioned above shall be accompanied with the quotation letters.
- 2.13 Tenders received after the deadline will not be entertained under any circumstances whatsoever.

2.14 The Land & Development Office reserves the right to annul any or all the conditions of the bids or reject the tender without assigning any reason thereof. For further details please contact, the undersigned over telephone No. 23061325.

Yours faithfully



(Rajanish Kumar Jha)  
Dy. Land & Development Officer-(Admn)

Copy to:-

2. Computer Cell NIC for publishing the invitation for quotation in L&DO web.
3. CPP Portal
4. Notice Board, L&DO.

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Dy. Land & Development Officer-(Admn)