

No. D-13016/01/02Admn.(L&DO) /983
Government of India
Ministry of Housing and Urban Affairs
Land and Development Office

Nirman Bhawan, New Delhi.
Dated: 09th March, 2023

TENDER NOTICE

Sub:- Quotation for Servicing & Maintenance/Repairing of 24 Water Dispenser Machine and 20 Hot cases installed in the Land & Development office for a period of one year from date of awarding the contract

The Land & Development Office invites quotations for awarding Service & Maintenance/repairing of 24 Water Dispensers Machine and 20 Hot cases installed in this office for a period of one year from date of awarding the contract (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.)
1	Servicing/maintenance/repairing of Water Dispenser Machine and also arrangement for sufficient man power for cleaning of Water Dispenser Machine weekly basis.	24	
2	Providing & fixing of all parts of Water Dispenser Machine		
(a)	Compressor		
(b)	Gas charging		
(c)	Nozzle		
(d)	Water Tray		
(e)	relay		
(f)	Tap		
(g)	Heater/Tank		
(h)	Heating Quall		
(i)	Thermostat		
(3)	Servicing/maintenance/repairing of hot Cases	20	
(a)	Element		
(b)	Thermostat		
(c)	Wire (Three core)		
(d)	3 pin Top-15 Amp		

2. Before submitting the tender, the bidder is required to go through the following terms and conditions:
 - 2.1 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 date of awarding the contract for Water Dispenser Machine and Hot cases . Rates mentioned in the quotations once accepted will not be allowed to be enhanced during the currency of contract period.

- 2.2 The maintenance/servicing/repairing contract of the Water Dispenser Machine and Hot cases (All inclusive Comprehensive with parts), will include arrangement for sufficient man power for cleaning of Water Dispenser Machine weekly basis.
- 2.3 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.
- 2.4 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.
- 2.5 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.
- 2.6 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.
- 2.7 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.
- 2.8 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.
- 2.9 The quotation should reach the undersigned or should be deposited in Room No. 626-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 24 Water Dispenser Machine and 20 Hot cases in the Land & Development office" by 3.00 PM on 03.03.2023.
- 2.10 All bidders must enclose VAT registration /service tax registration /Income Tax certificate along with the tender document.
- 2.11 During the entire period of contract, no request for any increase in the rates on any account would be entertained and the performance would be reviewed from time to time. In case, the contractor fails to cope with the workload or does not render satisfactory service, the contract awarded to him shall be cancelled forthwith without giving any notice or without assigning any reason and his security deposit and payment due to the firm, if any, shall be forfeited. In such circumstances, the work will be got done from any firm in the field at the risk and cost of the firm awarded the contract and payment made for repair/maintenance on this account will be deducted from the pending bills or "Performance Security Deposit" of the firm. In this connection, the decision of L&DO shall be final and binding on the contractor.
- 2.12 Tenders received after the deadline will not be entertained under any circumstances whatsoever.

2.13 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. 23061391.

2.14 The successful bidder will be required to deposit "Performance Security Deposit" in the form of Bank Guarantee or FD @10% of total quotation value in favour of PAO (Sectt.) which will be refundable after 60 days on successful completion of contract. The performance Security Deposit will be forfeited if during the period of contract, the services of the contractor are found unsatisfactory in any respect or in the event of breach of contract by him before the date of maturity of the contract.

Dinesh Kumar
09/03/2023

(Dinesh Kumar Lakhumna)

Dy. Land & Development officer(Admn.)

Copy to:

1. Computer cell NIC for publishing the invitation for quotation in L&DO website
2. Notice Board, L&DO

Vijay
09/03/23

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