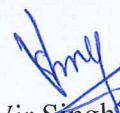
	DIRECTORATE OF REVENUE INTELLIGENCE Ministry of Finance (Department of Revenue) 7 th Floor, D Block, Drum Shape Building, Indraprastha Bhavan Indraprastha Estate, New Delhi - 110002 Fax No. - 23370954, Tel. No. - 23378629, 23379871, E-mail: drihqrs@nic.in ; drihqrsadm-cbec@nic.in
	DRI.F.No.D-13011/04/2022 -Admn. Dated: 31.01.2023

Subject: Invitation of sealed quotations for the repair and servicing of cassette, window and split air conditioners for the year 2023-24 at the office of Directorate of Revenue Intelligence (Hqrs.), 6th & 7th Floor, Drum Shaped Building, I.P. Bhawan, I.P. Estate, New Delhi – reg.

NOTICE INVITING TENDER

I am directed to invite tender notice in sealed cover from interested parties/firms for repair, servicing, gas filling and compressor maintenance of the Air Conditioners for a period of one year w.e.f. date of acceptance of the Tender for Two (02) Cassette Air Conditioners, Eleven (11) Window Air Conditioners, 1 (One) Tower Air Conditioner and Thirty Three (33) Split Air Conditioners. Especially, one service engineer required on daily basis, in office hour during the period March 2023 to October 2023. The agreement will commence from the date of issue of contract up and will be valid up to a period of one year, on the terms and conditions as mentioned in the Tender Notice.

Interested firms may submit sealed Technical and Financial bid documents in separate covers duly super scribed. Both the sealed covers should be put in a bigger envelope which should also be sealed and super scribed with "Quotation for repair, servicing, gas filling and compressor maintenance of Air Conditioners for the year 2023-24" and be sent at the following address at the earliest but not later than 20.02.2023 on 14:00 Hrs. The sealed quotations may either be submitted by post or by hand in Room No. 610, Drum Shaped Building, I.P. Bhawan, I.P. Estate, New Delhi. The technical bids shall be opened first and evaluated. The financial bid of only those bidders, whose technical bid is found acceptable, shall be opened and evaluated. The bids shall be opened on 20.02.2023 at 15:00 Hrs by the Tender Committee in the office of Directorate of Revenue Intelligence (Hqrs.), Room No. 610, Drum Shaped Building, I.P. Bhawan, I.P. Estate, New Delhi. The interested parties who want to be present at the time of opening of the tender on the scheduled date and time.


(Vir Singh)
20/02/2023

Administrative Officer

Terms and Conditions


Technical Bid

1. The firm should be in the business of repair, servicing, gas filling and compressor maintenance of Air Conditioners at least for the last three years in Government/ PSUs. The self attested requisite documents in support of this claim should be enclosed with the bid and the original documents may be produced at the time of verification.
2. A satisfactory performance certificate regarding repair, servicing, gas fillings, compressor maintenance of the Air Conditioners from three Government Departments/ PSUs should be furnished.
3. The firm must be registered with appropriate Department of GST, Income Tax etc. they should also submit copies of registration certificates along with PAN, GST etc.
4. 02 Cassette Air Conditioners, 11 Window Air Conditioners, 1 Tower Air Conditioner and 33 Split Air Conditioners must be in running condition at all time. Breakdown and subsequent repair is to be ensured of the machine. No local or ordinary brand goods should be used. The awardee of the contract must ensure that standard quality goods and services provided are of substandard quality, suitable deduction would be made from the bill amount besides taking penal action and/or termination of the contract.
5. One service engineer required on daily basis, in office hour during the period March 2023 to October 2023.
6. Payment will be released only after completion of the work along with satisfactory report from the Department on quarterly basis.
7. The contract will be initially for a period of one year which may be further extended on same terms and conditions subject to satisfactory services. If the services found wanting, the competent authority shall terminate the contract permanently after giving 15 days notice.
8. This office reserves the right to cancel all the quotations without assigning any reasons.
9. Successful bidder has to submit the security deposit of 5-10% of the total billing amount.
10. Service of the Air Conditioners will be done by Vacuum Cleaning only.

[Handwritten signature]
20/02/2023

11. The following checks should be ensured by the successful bidder that while servicing the air conditioners:

- a) Cleaning of air filter and fin
- b) Cleaning of AC Condenser and evaporation coil/fan
- c) Drain Cleaning and leakage check
- d) Coolant level
- e) Overall inspection

 01/02/2023

Financial Bid

1. The rates may be quoted on comprehensive basis for repair, servicing and maintenance of 02 Cassettes Air Conditioners, 11 Window Air Conditioners, 1 Tower Air Conditioner and 33 Split Air Conditioners. However, applicable GST on each item should also be indicated for clarity.
2. The rates for gas refilling, compressor replacement and service charge for cassette, window and split air conditioner separately may be quoted in the prescribed format.

S.No.	Description of Items	Service Charge per AC	Applicable GST	Amount
1.	Split AC			
2.	Window AC			
3.	Cassette AC			
4.	Tower AC			
5.	Capacitor			
6.	Wall Pump (Cassette AC)			
7.	Gas Refilling (Cassette AC)			
8.	Gas Refilling (Split AC)			
9.	Gas Refilling (Window AC)			
10.	Gas Refilling (Tower AC)			
11.	PCB Repair			
12.	Outdoor Fan Motor Charge			
13.	Compressor Repair			
14.	Compressor Replacement			
15.	Other item (if any)			
16.	Charges for One Service Engineer during the month of March 2023 to October 2023			

3. The firms meeting the above terms and conditions should submit their quotation in sealed envelope.