

Government ePublishing System		ePublishing System, Government of India	
		Tender Details	
		Date : 23-Mar-2024 07:02 PM	
Basic Details			
Organisation Chain	Central Sanskrit University HQ cum Delhi Campus - RSKS		
Tender Reference Number	CSU/35015/Admn./2023-24/AMC-AC		
Tender ID	2024_RSKS_751498_1		
Tender Type	Open Tender	Form of contract	Empanelment
Tender Category	Services	No. of Covers	2
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		
Payment Instruments		Cover Details, No. Of Covers - 2	
Offline	S.No	Instrument Type	
	1	As Per Tender Document	
Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Annual maintenance contract of service of AC and item wise rate for installation/reinstallation
2	Finance	.xls	Annual maintenance contract of service of AC and item wise rate for installation/reinstallation
Tender Fee Details, [Total Fee in ₹ * - 0.00]		EMD Fee Details	
Tender Fee in ₹	0.00	EMD Amount in ₹	4,500
Fee Payable To	NA	EMD Fee Type	fixed
Tender Fee Exemption Allowed	NA	EMD Payable To	Registrar, Central Sanskrit University
Fee Payable At	NA	EMD Exemption Allowed	Yes
		EMD Percentage	NA
		EMD Payable At	Delhi
Work / Item(s)			
Title	AMC of service of AC		
Work Description	AMC for service of AC and item wise rates for installation/reinstallation and other associate works not covered under AMC of AC installed in HQ and attached office of CSU, Delhi and resident of Vice-chancellor, CSU, Delhi		
Pre Qualification Details	Please refer Tender documents.		
Tender Value in ₹	1,50,000	Product Category	Air-Conditioner
Contract Type	Empanelment	Sub category	AMC of AC
Location	CENTRAL SANSKRIT UNIVERSITY	Period Of Work(Days)	90
Pre Bid Meeting Address	Central Sanskrit University, 56-57, Institutional Area Janakpuri-110058	Pre Bid Meeting Date	01-Apr-2024 11:00 AM
		Pre Bid Meeting Place	HQ office of Central Sanskrit University, New Delhi
		Bid Opening Place	CSU, New Delhi
Critical Dates			
Publish Date	23-Mar-2024 04:30 PM	Bid Opening Date	08-Apr-2024 11:00 AM
Document Download / Sale Start Date	23-Mar-2024 04:30 PM	Document Download / Sale End Date	06-Apr-2024 05:30 PM
Clarification Start Date	23-Mar-2024 04:30 PM	Clarification End Date	06-Apr-2024 03:00 PM
Bid Submission Start Date	23-Mar-2024 04:30 PM	Bid Submission End Date	06-Apr-2024 05:30 PM
Tender Documents			
NIT Document	S.No	Document Name	Description
	1	Tendernotice_1.pdf	Annual maintenance contract of service of AC and item wise rate for installation/reinstallation
			Document Size (in KB) 6021.21
Work Item Documents	S.No	Document Type	Document Name
	1	Tender Documents	Tender of AC AMC.pdf
			Description AMC of Service of AC
			Document Size (in KB) 6021.21
Tender Inviting Authority			
Name	Prof. R.G. Murali Krishna, Registra Incharge		
Address	Central Sanskrit Univeristy, New Delhi		
Tender Creator Details			
Created By	MANTHA SRINIVASU		
Designation	PROJECT OFFICER		
Created Date	23-Mar-2024 03:51 PM		

Tender No. CSU/35015/ Admn/2023-24
CENTRAL SANSKRIT UNIVERSITY
(Under Ministry of Education, Govt. of India)
Janakpuri, New Delhi-110058

TENDER DOCUMENT FOR

Annual Maintenance Contract for service/ upkeep of Room Air Conditioners [Split, Window and Cassette] and Item wise rates for installation/reinstallation and other associated works not covered under AMC in respect of room air conditioners [Split, Window and Cassette] installed in the Headquarter & attached Offices of the Central Sanskrit University, Delhi and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi



CENTRAL SANSKRIT UNIVERSITY
Janakpuri, New Delhi-110058

Tender No. CSU/35015/Admn/2023-24

Date: 22/03/2024

To,

All Interested & Eligible Bidders.

Sub: Tenders for Annual Maintenance Contract for service/ upkeep of Room Air Conditioners [Split, Window and Cassette] and Item wise rates for installation/reinstallation and other associated works not covered under AMC in respect of room air conditioners [Split, Window and Cassette] installed in the Headquarter & attached Offices of Central Sanskrit University, Delhi and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi:- regarding.

Sir,

Sealed bids are invited in two bid system (Technical Bid & Financial Bid) from the interested and eligible firms for the subject mentioned work at **Headquarter & attached Offices of Central Sanskrit University, Delhi and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi** initially for a period of one year and extendable on yearly basis for a maximum period of three years from the date of commencement of initial contract, depending upon the performance of the firm and compliance of terms & conditions stipulated in the tender document by the firm and mutually agreed upon, as per the attached **Annexure-A** to this document.

2. In case your firm is interested in the above said work, you are requested to quote your technical specifications & lowest prices in the prescribed format as given in the **Schedule I & Schedule II** respectively, in a sealed cover. The sealed cover containing the technical and financial bids should be provided in a separate sealed covers mentioning Technical and Financial Bids and both these sealed covers are to be put in a bigger cover, which should be super scribed "**Tender for Annual Maintenance Contract (AMC) for service/ upkeep of Room Air Conditioners [Split, Window and Cassette] and Item wise rates for installation/ reinstallation and other associated works not covered under AMC in the Headquarter & attached Offices of Central Sanskrit University, Delhi and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi**, and should be dropped in the Tender Box located at Reception Office of Central Sanskrit University, 56-57, Institutional Area, Janakpuri, New Delhi-110058 **latest by 05:30 p.m. on or before the 06.04.2024**. Sealed bids received within the closing time limit will be opened on **08.04.2024 at 11:00 a.m.** at Headquarter Office, Central Sanskrit University, Delhi in the presence of such bidders who wish to be present. Selection of Firm (L1) will be based on the recommendations of the Tender Opening/ Evaluation Committee of CSU, Delhi. The University reserves the right to accept or reject any quotation/ estimates without assigning any reason thereof.

3. Detailed information/terms and conditions for the purpose can either be obtained from General Administration Section, 02nd Floor, Central Sanskrit University, 56-57, Institutional Area, Janakpuri, New Delhi-110058 or may be downloaded from the official website of this University i.e., https://sanskrit.nic.in/tenders_notifications.php and CPP Portal.

4. Interested firms fulfilling the requirements prescribed in this tender document are requested to quote their competitive lowest prices as per the requirements given in the attached schedules.

Yours faithfully,

[Prof. R. G. Murali Krishna]
Registrar In-charge

Copy to: Project Officer I/c, CSU, Delhi to upload the complete tender document on University's website & CPP Portal.

Important Instructions, General Instructions and Terms & Conditions

S. No.	Description	Contents
01	Purchaser	Registrar, Central Sanskrit University, Delhi
02	Bid system	This tender will be processed in two bid system
03	Firm and fixed rates	Prices should be quoted on firm & fixed price basis. The prices/rates quoted should be indicated in words as well as in figures and in INR only. Request for enhancement of contracted rates shall not be considered under any circumstances. Tenders with variable prices or seeking provision for enhancement of prices/contracted rates during the currency of the contract shall be rejected straightaway without any consideration.
04	Terms & conditions	Terms & Conditions as set out in this Tender Document shall have to be complied with by the bidding firm. Offers not complying with such terms & conditions shall be ignored/ rejected as per the decision of this University. The bidders who desire to participate are required to give prescribed information as per Schedule-I .
05	Earnest Money Deposit (EMD)	Bidders who wish to participate in the Tendering Process are required to submit an EMD amounting to Rs.4,500/- (Rupees Four Thousand Five Hundred only) , in the form of Insurance Surety Bonds/ Account Payee Demand Draft/ Fixed Deposit Receipt/Banker's Cheque or Bank Guarantee (including e- Bank Guarantee) from any of the Commercial Banks in favour of Registrar, Central Sanskrit University, Delhi . EMD submitted in any form other than the specified form will not be accepted by the University. MSMEs firms are exempted for the submission of EMD subject to submission of valid self-attested UDYAM certificate. Bidders claiming exemption of EMD under the Rule 170 of GFR, are however required to submit a signed Bid securing declaration (in the prescribed format at Annexure-C) accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the tender document, they will be suspended for the period of 01-year from being eligible to submit Bids for tenders with Central Sanskrit University, Delhi.
06	Eligibility condition for participation in the Tendering Process	<ol style="list-style-type: none"> 1. The firm should be located within a radius of 10-km of Headquarter Office of Central Sanskrit University, Delhi (i.e. 56-57, Institutional Area, Janakpuri, New Delhi-110058) 2. The firm should have 03 years of experience in the business of repair, service, gas fillings, compressor maintenance of Air Conditioners, out of which at-least one complete AMC should have undertaken in Central/ State Government Organization/ PSU/ Autonomous Bodies/ University etc., in Delhi/NCR, supported with documentary evidence viz. work order/ GeM order etc.

Signature of the bidder with stamp

S. No.	Description	Contents
07	Performance Security	Successful bidder awarded the work order for carrying out the jobs on the basis of this Tender Enquiry shall be required to furnish a Performance Security of the amount equivalent to Rs. 7,500/- (Rupees Seven Thousand Five Hundred only) . Performance Security should be in the form of Insurance Surety Bonds/ Account Payee Demand Draft/ Fixed Deposit Receipt / Bank Guarantee (including e-Bank Guarantee) from a Commercial bank in favour of Registrar, Central Sanskrit University, 56-57, Institutional Area, Janakpuri, New Delhi-110058 from any scheduled commercial bank within 7 days of award of the contract, failing of which the contract shall be awarded to the next lowest bidder. Performance Security should be valid for a period of 60 days beyond all contractual obligations period. In case of extension of the contract, the Performance Security is required to be extended accordingly.
08	Prescribed Forms	Tenders received in the format prescribed in this tender document shall only be considered. Offers not received in prescribed format shall be rejected and no correspondence in this regard will be entertained. Telegraphic/ Telex/ Fax/ E-mail/Letterhead Quotations will not be accepted and ignored straightaway. The technical bid (Schedule-I) and the financial bid (Schedule-II) should be sealed by the bidders in separate covers duly super-scribed with Technical Bid & Financial Bid and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed with " Tender for AMC for service/ upkeep of Room Air Conditioners [Split, Window and Cassette] and Item wise Rates for installation/ re-installation and other associated works not covered under AMC in HQ & attached Offices and Official Residence of Vice-Chancellor, CSU Delhi. "
09	Late/ delayed tenders	Tenders received late/ delayed after prescribed closing time due to any reason whatsoever will not be accepted under any circumstances.
10	Duties & Taxes	Bidders are requested to enclose a copy of their valid GST registration Certificate and PAN Details.
11	Inspecting Officer	Authorized representative of Central Sanskrit University, New Delhi
12	Time & date of receipt and opening of bids	Date of Start of Tender : 23.03.2024 Last Date of Submission of Tender: 06.04.2024, 05:30 p.m. Date of Opening of Technical Bid:- 08.04.2024, 11:00 a.m. Date of Opening of Financial Bid:- 08.04.2024, 11:30 a.m. Bidders may note that if the date of tender opening given in this Tender Document is declared a closed holiday by the Central Government, the tender shall be opened on the next working day at the same timing.
13	Pre-Bid Meeting	01.04.2024 at 11:00 a.m. in HQ Office of Central Sanskrit University i.e. 56-57, Institutional Area, Janakpuri, New Delhi-110058. For attending pre-bid meeting, bidders are requested to intimate the University through e-mail at admin@csu.co.in
14	Purchaser's right	The University reserves the right to reject any tender/all tenders in full or part thereof without assigning any reasons.
15	Purchaser's Address	The bids should be addressed to The Registrar, Central Sanskrit University, 56-57, Institutional Area, Janakpuri, New Delhi-110058 and dropped in the Tender Box kept near Reception Room at the entrance on or before 06.04.2024, 05:30 p.m. In case the sealed envelope is larger than the mouth of the Tender Box, and cannot be dropped in the Tender Box, the same may be submitted by hand to the Office of the Registrar, Central Sanskrit University, New Delhi before expiry of the closing time.
16	Work Site	Headquarter Office: 56-57, Institutional Area, Janakpuri, New Delhi-110058 Mukta Swadhyaya Peetham (MSP) Office, CSU, Delhi: D-1/63, UG Floor, Janakpuri, New Delhi-58 Publication Unit, CSU, Delhi: D1A/A-10 (1 st Floor), Janakpuri, New Delhi-110058 Official Residence of Vice-Chancellor: House No. F-105, East of Kailash, New Delhi

Signature of the bidder with stamp

S. No.	Description	Contents
17	Rates	<p>a) Rate should be quoted inclusive of freight (free delivery to the consignee's premises) per unit basis in the enclosed Performa attached with the tender document.</p> <p>b) All statutory taxes & duties (GST etc.) will be exclusive and as per rates notified by GOI from time to time.</p> <p>c) During the entire period of the contract, no request for any increase in quoted rates shall be entertained.</p>
18	Dispatch instructions	AMC work shall be carried out at Headquarter & Attached Offices and Official Residence of Vice-Chancellor of the University. The replacement of components shall be as per manufactures instructions and as per the decision of the University. For taking away any parts out of premises of University, proper markings & signatures of appropriate authority of the University should be obtained in indelible ink.
19	Penalty Charges	If the service providing agency fails to complete the work on or before the stipulated date, then a penalty at the rate of Rs. 500 per day of each complaints will be imposed.
20	Contract Period	Initially for a period of one year from date of award of contract and extendable on yearly basis for a maximum period of three years from the date of commencement of initial contract, depending upon the performance of the firm and compliance of the terms & conditions prescribed in the Tender Document and the Agreement between Central Sanskrit University, Delhi and the successful bidder.
21	Scope of Work	<p>Maintenance for Air conditioners (as per list at Annexure-B) owned by the University installed at various sections/ divisions of Headquarter & attached Offices and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi. The number may increase/ decrease from time to time. All the complaints received shall be attended to by the firm in following manner: -</p> <p>a) Critical faults immediately (within three hours)</p> <p>b) Minor faults within 24 hours by replacement method, with the available spares, if instructed by the University.</p> <p>c) If the AC is required to be transported to the service workshop for repairs, the same shall be undertaken at the risk and cost of the firm.</p> <p>d) The contract shall include minimum two wet service and four dry services during the period of the contract. Periodicity will be reasonably spaced.</p> <p>(i) <u>Quarterly Service:</u></p> <p>-Cleaning of Cooling Oil, air side, air filter etc.. Dry Service of both indoor and outdoor unit</p> <p>-Checking of vibration and noise level and take necessary action, if required.</p> <p>-Checking and rectification of alignment, if required</p> <p>-Checking of compressor for smooth operation</p> <p>-Checking of all electrical component and rectify, if required.</p>

Signature of the bidder with stamp

S. No.	Description	Contents
	Scope of Work	<p>- Checking of motor, ground connection, checking of main plug connections, cleaning of blower & condenser fan, cleaning of air filter, cleaning of equipment, cleaning of evaporator and condenser coils, tightening of nuts & bolts, checking of cooling/ heating efficiency, checking of voltage stabilizers, cleaning of diffuser, grills etc.</p> <p>ii) Half Yearly Service:- -Wet service of both indoor and outdoor units (while doing wet service of indoor units, necessary precautions should be taken to ensure that the documents, materials, equipments etc., are not damaged or spoiled)</p> <p><u>Other Associated Works:-</u></p> <p>Installation/ re-installation and other room air conditioner related works (Not covered under AMC) in Headquarter/attached offices and official residence of Vice-Chancellor of the University will be on actual execution of work.</p>
22	Validity of tender	Tender shall be kept valid for acceptance by University for a period of not less than 90 days after the tender opening date.
23	Applicable law	The resultant contract shall be interpreted in accordance with the laws of Union of India. Settlement of disputes, if any, emanating from resultant contract shall be subject to jurisdiction in Delhi.
24	Award of contract	<p>a) The bidder shall quote for complete requirement of services and for the full quantity as shown in Schedule-II.</p> <p>b) The bidder shall mandatorily quote for both Part-I & Part-II of the Financial Bid as indicated in Schedule-II, failing which the bid shall not be considered.</p> <p>c) <u>The University will award the contract to the bidder whose tender has been determined to be technically qualified and who has offered the lowest total evaluated net bundled price of both Part-I and Part-II of Financial Bid.</u></p> <p>d) Notwithstanding above, the University reserves the right to seek previous work orders, references etc. and to accept or reject any quotations and to cancel the process and reject all tenders at any time prior to award of contract.</p> <p>e) The bidder whose rate is accepted will be notified for the award of contract by the University prior to expiry of the tender validity period. The terms and conditions stipulated in the tender document shall be fully applicable to the resultant contract and taken as an integral part of the contract concluded on the basis of this Tender Enquiry.</p> <p>f) The payment for components/ part not covered under AMC will depend upon the requirement of University and as per actuals.</p> <p>g) <u>Contract shall be awarded to the firm offering the lowest total evaluated net bundled price of both Part-I and Part-II of Financial Bid and not with the reference to the lowest prices quoted for the sub-items. However, if prices for each and every item are not quoted, net bundled price offered by the bidder shall shall not be considered/ accepted.</u></p>

Signature of the bidder with stamp

S. No.	Description	Contents
	Award of contract	In case two or more bidders offered the same lowest total evaluated net bundled price of both Part-I and Part-II of Financial Bid, the firm offering the lowest total net quoted bundled price for Part-I of Financial Bid, will be declared as L1 and the decision of the University for selection shall be final and binding upon all the technically qualified bidder(s).
25	Taxes & duties	Tax Deduction at Source (TDS):- TDS will be deducted from each bill (as applicable) of the contractor under the statutory rules of Union Govt. in respect of Income Tax & other Taxes etc.
26	Submission, acceptance and rejection of tender	<p>a) Complete tender document is available at free of cost on CPP Portal & University's website: https://www.sanskrit.nic.in under Tender Section and may be downloaded and used for submission of the bid. "The technical bid and the financial bid should be sealed by the bidder in separate covers duly super-scribed with "Technical Bid" and "Financial Bid" and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed as "Tender for Annual Maintenance Contract (AMC) for service/ upkeep of Room Air Conditioners [Window, Split and Cassette] installed at Headquarter & Attached Offices and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi initially for a period of one year".</p> <p>b) The sealed envelope should be dropped in the tender box kept near the reception at Headquarter Office of Central Sanskrit University, 56-57, Institutional Area, Janakpuri, New Delhi-110058 on or before 05:30 p.m. on 06.04.2024.</p> <p>c) Tenders which are not complete in all respects are liable to be rejected.</p> <p>d) While submitting the tender for this work, the bidders will be deemed to have read, understood and accepted all the terms and conditions stated in the tender document. Any doubts or clarifications with regard to the interpretation of the Terms & Conditions stipulated in this Tender Enquiry, may be got clarified from University during the pre-bid meeting as per the schedule mentioned at Sl. No. 13 above. Requests for postponing the tender opening date for the same shall not be accepted by University.</p> <p>e) Bidders will indicate the complete address of their firm/ office along with telephone/ mobile numbers.</p>
27	Terms of payment	<p>a) The firm will submit the bill for payment of AMC (amount as mentioned on Part-I of Financial Bid) on quarterly basis and after completion of each quarter.</p> <p>a) The payment of Part-II of Financial Bid will be as per actual used of spares/ components etc.. The contractor will submit the bill for payment on actual basis after completion of work alongwith detailed sheet.</p> <p>b) Bills are required to be submitted along with the duly signed/ certified job card.</p> <p>Note:-No advance payment under any circumstances shall be made to the firm.</p>

S. No.	Description	Contents
28	Disputes	Any disputes/ differences arising shall be settled through arbitration. The University and the firm shall first try to resolve the differences/ disputes amicably by mutual consultation. If they fail to resolve the disputes by such mutual consultation within 21 days, then, depending upon the position of the case, either the University or the firm shall give a notice to the other party of its intention to commence arbitration as per the relevant Indian Arbitration and Conciliation Act.
29	Inspection Authority & Inspecting Officer	Central Sanskrit University, Delhi-110058 and Authorized representative of Central Sanskrit University, Delhi.
30	Other important terms & conditions	<p>a) The successful bidder shall not enter into sub contract with any person or transfer the contract or any benefit there under to any person or firm without written approval of the University.</p> <p>b) The person signing the tender document on behalf of the bidding firm, shall attach with the tender a proper power of Attorney, duly executed by all the partners, stating that he has the authority to bind such other persons of the firms whatever the case may be in all the matters pertaining to the contract, including the arbitration clause.</p> <p>c) Acceptance of the tender by the University shall be communicated to the successful bidder by a formal letter of acceptance of tender.</p> <p>d) The interested bidders must inspect all the ACs/ conditions of ACs before submitting their tender.</p> <p>e) All Air Conditioners are to be maintained properly to ensure desired cooling/ heating effect.</p> <p>f) All the units are in working conditions. However, after the start of contract, in case in the opinion of the successful firm, any machine needs to be brought back to proper working order, same shall have to be done by the firm within the rate quoted within 15 days of start of contract period. In case of failure to bring the machine to proper order within stipulated period, damages/ penal charges shall be applicable.</p> <p>g) The firm should maintain a log book of each & every complaint of air conditioner and obtain satisfactory report from the concerned sectional in-charge where the ac unit is installed.</p>
31	Termination of contract	<p>i) On expiry of period given in the contract. Further, the contract can be terminated at any time during the currency due to bad/ delayed performance established on the part of the firm or any such material complaints.</p> <p>ii) The contract can be terminated at any time by giving a Notice of one month in advance from either party, without assigning any reason. Any complaints pending on the day of giving notice & also the expiry of the Notice served shall have to be attended to in accordance with the terms & conditions of the contract.</p> <p>iii) The tender is not transferable. The empaneled firm is not permitted to enter into any sub-contract with any firm. If any such contracts come to the notice of University, the contract will be terminated.</p>

Signature of the bidder with stamp

SCHEDULE-I

TECHNICAL BID (mandatory information to be provided by the firms)

SI No	Description	Information/ Details with Page No.
01	Name of the Applicant/ Firm	
02	Nationality	
03	Address (attach separate paper for addresses of other offices) Enclose Voter ID/ Electricity Bill/ Landline Telephone Bill or any other authenticate copy of address proof)	Registered Office (The Office of the firm should be located within a radius of 10-km of Headquarters Office of the University)
04	Telephone Numbers	Landline/ Mobile No.
		E-mail address
05	Other Details (Enclose copies)	PAN Details
		GST Registration Number
06	Constitution of firm	Individual
		Sole Proprietorship Concern
		Partnership Firm
		Public Ltd. Company
07	Details of Bank account (Enclose copy of front page of pass book & personalized cancelled cheque)	Account No:- Type of account:-Name of Bank:- Name & address of the branch
08	Is any person working with the applicant a near relative of the official of the University? If yes, give details	
09	(a) Total Number of years of experience in the business of repair/service/ maintenance of AC Units.	

(b) whether at-least one complete AMC have been undertaken in Central/ State Government Organization/ PSU/ Autonomous Bodies/ University etc., in Delhi/NCR alongwith documentary evidence	Yes () / No ()
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Signature of the bidder (s) with stamp

Page 9 of 17

Sl No	Description	Information/ Details with Page No.
10	Whether the firm is blacklisted by any Govt. Dept./ Office or any criminal case is registered against the firm or its owners/ partners anywhere in India	Yes () / No ()
11	Details of EMD/ Bid Security, whether submitted (Yes/ No) If firm is exempted from submission of EMD/ Bid Security, whether self-attested UDYAM Certificate is enclosed alongwith the Bid Securing Undertaking (Annexure-C), (Yes/ No)	
12	Certificates/ Undertakings	<p>a. I/ we (including all partners) certify that I/ we have carefully read the Terms & Conditions mentioned in the tender document and all the terms & conditions of this tender document are acceptable to us and I/we shall abide by them.</p> <p>b. I/ we certify that the information given is true to the best of my/ our knowledge. I/ we also understand that if any of the information is found wrong/ false at any stage. I/ we are liable to be banned for doing any business dealings with Central Sanskrit University, Delhi or blacklisted or subject to any monetary penalties that be deemed fit and appropriate by the University.</p> <p>c. I/ we hereby also certify that, I/ we have signed all the pages of the document with my/ our conscious and no body from this University influenced/ compelled to do so.</p>

Signature of the bidder (s) with stamp.

Page 10 of 17

SCHEDULE-II

FINANCIAL BID

Name of the Firm:

1	2	3	4	5
SI No.	Part	Description of job	Quoted net bundled price in Rs. (excluding of GST)	Remarks, if any
1	Part-I	AMC for service/upkeep of Room Air Conditioners in Headquarter & Attached Offices and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi.		
2	Part- II	Item wise rates for installation/ reinstallation and other associated works (not covered under AMC) in respect of room air conditioners at Headquarter & Attached Offices and Official Residence of Vice-Chancellor of Central Sanskrit University, Delhi.		
Total Evaluated Net Bundled Price (Part-I + Part-II)				

Signature of bidder with stamp & date

Page 11 of 17

Contd...

SCHEDULE-II contd.....

RATES (EXCLUDING OF GST)

Part-I

(A) Cassette Air Conditioners

SI No.	Description of item	Unit	Unit Rate in Rs.	Qty	Total Amount in Rupees
1.	Annual Maintenance of cassette air conditioner of various make, up to 2 Tons capacity	Each		21	
Total bundled price in Rs.					

(B) Split Air Conditioners

SI No.	Description of item	Unit	Unit Rate in Rs.	Qty	Total Amount in Rupees
1.	Annual Maintenance of split air conditioner of various make, up to 2 Tons capacity	Each		60	
Total bundled price in Rs.					

(C) Window Air Conditioners

SI No.	Description of item	Unit	Unit Rate in Rs.	Qty	Total Amount in Rupees
1.	Annual Maintenance of window air conditioner of various make, up to 2 Tons capacity	Each		04	
Total bundled price in Rs.					

Total Net Bundled Price Part- I

SI No.	Sub-group	Description of works	Qty	Total Bundled price in Rs.	Remarks
1	A	AMC for Cassette Air Conditioners of various make, upto 2 Tons	21		
2	B	AMC for Split Air Conditioners of various make, upto 2 Tons	60		
3	C	AMC for Window Air Conditioners of various make, upto 2 Tons	04		
Total Net Quoted Bundled Price (Part-I)			85		

Note: - Rates should be quoted on per annum basis.

Signature of bidder with stamp & date

SCHEDULE-II contd.....

RATES (EXCLUDING OF GST)
Part-II

Item wise rates for installation/ reinstallation and other associated works (Not covered under AMC) in respect of room air conditioners [Split, Window & Cassette] installed at Headquarter & Attached Offices and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi.

S No.	Description of Work	Quantity	Unit	Rate in Rs. (excluding GST)	Remarks, if any
1	Installation of Window air conditioner of any capacity	1	Each		
2	Installation of split air conditioner of any capacity	1	Each		
3	Installation of Cassette air conditioner of any capacity	1	Each		
4	Dismantling of window type room air conditioner of any capacity including closing of area with wooden plyboard	1	Each		
5	Dismantling of outdoor unit of split type room air conditioner of any capacity	1	Each		
6	Dismantling of indoor unit of split type room air conditioner of any capacity	1	Each		
7	Dismantling of outdoor unit of Cassette type room air conditioner of any capacity	1	Each		
8	Dismantling of indoor unit of Cassette type room air conditioner of any capacity	1	Each		
9	Window Non-Inverter AC -Parts				
a)	Capacitor	1	No.		
b)	PCB card	1	No.		
c)	Gas R-32,R-410a,R-22	1	Kg		
d)	Swing motor	1	No.		
e)	Cooling coil	1	No.		
f)	Condenser Jali	1	No.		
g)	Fan Motor	1	No.		
h)	Blower	1	No.		
i)	Front Grill	1	No.		
j)	Swing flap	1	No.		
k)	Compressor AC+DC	1	No.		
l)	Dryer Capillary	1	No.		
10	Window Inverter AC -Parts				
a)	R-32, R-410A, R-22 GAS	1	Kg		
b)	PCB CARD	1	No.		
c)	DC FAN MOTER	1	No.		
d)	DC COMPRESSOR	1	No.		

Signature of bidder with stamp & date

SCHEDULE-II contd.....

S No.	Description of Work	Quantity	Unit	Rate (excluding GST)	Remarks, if any
11	Split AC Non-Inverter -Parts				
a)	Cooling coil	1	No.		
b)	Condenser	1	No.		
c)	Service Valve				
	5/8 inch	1	No.		
	3/8 inch	1	No.		
	1/4 inch	1	No.		
d)	Outdoor fan motor	1	No.		
e)	Indoor fan motor	1	No.		
f)	Indoor blower	1	No.		
g)	Outdoor fan blades	1	No.		
h)	Stabilizer	1	No.		
i)	Copper pipe size				
	1/2	1	meter		
	5/8	1	meter		
	3/8	1	meter		
	1/4	1	meter		
j)	Drain pipe	1	meter		
k)	Contactora	1	No.		
l)	Capacitor	1	No.		
12	Split AC Inverter- Parts				
a)	Indoor PCB card	1	No.		
b)	Outdoor PCB card	1	No.		
c)	Compressor dc	1	No.		
d)	Outdoor motor dc	1	No.		
e)	Indoor motor dc	1	No.		
13	Cassette AC Parts				
a)	PCB card Indoor	1	No.		
b)	PCB card Outdoor	1	No.		
c)	Outdoor motor	1	No.		
d)	Indoor motor	1	No.		
13	AC Remotes				
a)	Window AC	1	No.		
b)	Split AC	1	No.		
c)	Cassette AC	1	No.		
Total Net Quoted Bundled Price (Part-II)					

Signature of the bidder with stamp & date

DETAILS OF AIR CONDITIONERS UNITS

Sl. No.	Location	Number of AC			Make/Company	Ton (1/1.5/2)
		Cassette AC	Split AC	Window AC		
Headquarter Office (56-57, Janakpuri Institutional Area, New Delhi-58)						
1.	Reception	-	01	-	Carrier	1.0 ton
2.	Sales Section	-	01	-	Voltas	1.5 ton
3.	Library	-	02	-	Hitachi	2.0 ton
4.	Dean Student Welfare	-	-	01		2.0 ton
5.	Sales Counter	-	01	-	Carrier	1.5 ton
6.	Display Room	-	-	01	LG	2.0 ton
7.	Mandap (Ardhvyuh)	03	-	-	Carrier/LG	2.0 ton
8.	Registrar office	-	02	-	Voltas/Daikin	2.0 ton
9.	Room 101	-	01	-	Voltas	1.5 ton
10.	VC Office	-	01	-	LG	2.0 ton
11.	PS to VC	-	01	-	Voltas	1.5 ton
12.	VC Room	-	02	-	Voltas	1.5 ton
13.	Conference room	04	-	-		
14.	Finance Section (Room 206, 208)	-	02	-	Lloyd/Hitachi	2.0 ton
15.	Finance Conference Room	-	02	-	Lloyd/Hitachi	2.0 ton
16.	Finance Section	-	02	-	Lloyd/Hitachi	2.0 ton
17.	Canteen dining room	-	01	-	Hitachi	2.0 ton
18.	Academic Section (Room 310)	-	-	01	LG	1.5 ton
19.	Room 309	-	01	-	Hitachi	2.0 ton
20.	Room 308	-	01	-	Voltas	1.0 ton
21.	Adarsh Section	-	01	-	Voltas	2.0 ton
22.	Room 307	-	-	01		
23.	Scheme Section	-	01	-	Lloyd	1.5 ton
24.	Scholarship Section	-	02	-	Hitachi/Lloyd	2.0 ton 1.5 ton
25.	MOOCS (Room 301 & 302)	-	04	-	Hitachi	2.0 ton 1.5 ton
26.	Examination	14	05	-	Hitachi	2.0 ton
27.	Store Room	-	01	-	Lloyd	1.5 ton
28.	Legal Cell	-	01	-	Daikin	1.5 ton
29.	Room 202	-	01	-	Voltas	1.5 ton

Sl. No.	Location	Number of AC			Make/Company	Ton (1/1.5/2)
		Cassette AC	Split AC	Window AC		
Headquarter Office (56-57, Janakpuri Institutional Area, New Delhi-58)						
30.	Room 201	-	01	-	Carrier	1.5 ton
31.	Admin section	-	04	-	Voltas/Carrier/ Hitachi	1.5 ton
32.	Basement	-	02	-	Carrier	1.5 ton 2.0 ton
Total		21	44	04	-	-
Attached Office (MSP Building, Janakpuri, New Delhi-110058)						
1.	MSP Building	-	06	-	Mitsubishi	1.5 ton
2.	Guest Room	-	06	-	Mitsubishi	1.5 ton
Total		-	12	-	-	-
Official Residence of Vice-Chancellor (House No. F-105, East of Kailash, New Delhi)						
1	V.C. Residence	-	04	-	Whirlpool/LG	1.5 ton
Total		-	04	-	-	-

Total Cassette AC - 21
 Total Split AC - 44 + 12 + 4 = 60
 Total Window AC - 04

 Total Air Conditioning Unit - 21 + 60 + 04 = 85

BID SECURITY DECLARATION
(Refer Serial No. 5 of Annexure-A)

With reference to the Tender Notice no., dated of Central Sanskrit University, Janakpuri, Delhi-58 for Annual Maintenance Contract of service/ upkeep of Room Air Conditioners [Split, Window and Cassette] and Item wise rate contract for installation/reinstallation and other associated works not covered under AMC in respect of room air conditioners [Split, Window and Cassette] installed in the Headquarter & attached Offices and Official Residence of Vice-Chancellor, Central Sanskrit University, Delhi

I/We, the undersigned, declare that:

We understand that, according to the conditions of CSU, Delhi, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with your University for the period of time of 01 (one) year, if we are in breach of our obligation(s) under the bid conditions, because we:-

- (a) have withdrawn or modified our Bid during the period of bid validity etc., specified in the Tender Notice; or
- (b) fail or refuse to execute the Contract, if required, or
- (c) fail or refuse to furnish the Performance Security as demanded in the tender document/ notice.

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder.

Signed: *[insert signature of person whose name and capacity are shown]*

In the capacity of *[legal capacity of person signing the Bid-Securing Declaration]*

In the capacity of *[complete name of person signing the Bid-Securing Declaration]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder/ Firm/ Agency]*

Dated on _____ day of _____ *[insert date of signing]*

Seal

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid]

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