



OFFICE OF THE REGISTRAR GENERAL, INDIA
(Government of India, Ministry of Home Affairs)
2/A, Man Singh Road, New Delhi – 110 011

No. D-13012/02/2011-GS

Dated: 14.02.2011

**Tender Call Notice for comprehensive annual maintenance contract
of Air-Conditioner (window mounted and split)**

Sealed quotations are invited for annual comprehensive maintenance contract (ACMC) including replacement/repairing of all defective parts/compressor and filling of gas of 66 (sixty six) windows mounted and 58 (fifty eight) split Air Conditioners on "as is where is basis" in three different buildings of this office located at Man Singh road (Hqrs.), Pushpa Bhavan and Sewa Bhawan (R.K.Puram), New Delhi on the following term & conditions:-

- (i) Tenderers should quote their rates for.
 - (a) Comprehensive AMC rate per Window type AC (1.5 ton Capacity)
 - (b) Comprehensive AMC rate per Split type AC (1.5 ton Capacity)
 - (c) Comprehensive AMC rate per Split type AC (2 ton Capacity)
 - (d) Removal & re-fixing of Window type AC with gas filling.
 - (e) Removal & re-fixing of Window type AC without gas filling.
 - (f) Removal & re-fixing of Split type AC (1.5 ton/2 ton Capacity) with gas filling.
 - (g) Removal & re-fixing of Split type AC (1.5 ton/2 ton Capacity) without gas filling.
- (ii) Besides the preventive maintenance once in a month, the firm has to attend complaints within 08 hours, failing which double of the proportionate amount exceeding 08 hours would be deducted from bill amount.
- (iii) The comprehensive AMC includes replacement/repairing of all parts including Compressor and filling up gas etc. by the AMC provider without any extra charges.
- (iv) The Firm should be registered for VAT, and service Tax, Registration Nos. and returns for VAT & Service Tax 2008-2009 and 2009-2010 may be attached as support papers.

- (v) The Firm should have carried out AMC of ACs in Govt. Department since last 3 years. Support papers to be annexed with the rates.
- (vi) The Firm should enclose EMD of Rs. 15,000/- along with tender in the form of the demand Draft/Pay Order drawn in favour of Pay and Accounts officer (Census), New Delhi. Tender without EMD will be summarily rejected.
- (vii) Payment of the amount for annual maintenance will be released in two equal six monthly installments after satisfactory service.
- (viii) When AMC expires, all AC's would be handed over in working condition.
- (ix) This office reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.
- (x) Tenders will be accepted up to 11.00 hrs. on 25.02.2011 and will open on the same day at 11.30 hrs.

(Dr. Ravi Shanker)
Deputy Director