

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ  
NORTH EASTERN REGIONAL CENTRE  
JAWAHARNAGAR, KHANAPARA, GUWAHATI – 781 022

No.NIRDPR/NERC/Admn(A)/Maintenance/  
AC & Refrigerator/Jr.HT/15/2019-20  
Dt.19-06-2019

TENDER NOTICE

Sealed tenders are invited from Authorized Dealer / Service Centre of reputed Air Conditioners based in Guwahati with well-equipped service center for Comprehensive Maintenance of Air Conditioners at NIRDPR-NERC, Guwahati. Interested parties may collect tender document from the Institute's office from 20<sup>th</sup> June to 3<sup>rd</sup> July 2019 between 9.30 AM and 5.00 P.M. on working days. Tender paper can also be downloaded from our Institute's website. The last date of submission of tender is 4<sup>th</sup> July 2019 up to 3.00 PM. The tenders will be opened on the same day at 3.30 PM in presence of the bidders.

Administrative Officer

**NATIONAL INSTITUTE OF RURAL DEVELOPMENT AND PANCHAYATI RAN  
NORTH EASTERN REGIONAL CENTRE  
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**TENDER FORMAT**

Name of the work: Comprehensive Maintenance of Air Conditioners of NIRDPR-  
NERC, Guwahati.

**RATES OF THE WORK / ITEM**

Sl. No.	Name of the Work	Rate per unit for split AC			Rate per unit for Cassatt AC	Rate per unit for Tower AC
		1 Ton	1.5 Ton	2 Ton	3 Ton	3 Ton
1	Servicing/ preventative maintenance					
2	Gas charging/ refilling in compressor					
3	Dismantling and Re-installation of entire AC unit					
4	Capacitor replacement (All type)					
5	Control circuit repair (PCB);					
6	Condenser fan repair					
7	Heal insulator & pipe line repair					
8	Cost of Copper pipe replacement (per mt. basis)					
9	Cost of PVC drain pipe replacement (per mt. basis)					
10	AC Remote Control Unit					

**Seal & Signature of the tenderer**

**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ  
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No.NIRDPR/NERC/Admn(A)/Maintenance/  
AC & Refrigerator/Jr.HT/15/2019-20  
Dt.19-06-2019

**TENDER FOR COMPREHENSIVE MAINTENANCE OF AIR-CONDITIONERS OF  
NIRDPR-NERC**

**Scope of work:**

1. Total No. of Air Conditioners to be maintained and details like make, locations etc. are given at **Annexure-I**.
2. Works to be carried out :
  - a) Servicing/ preventative maintenance;
  - b) Gas charging/ refilling;
  - c) Installation / Dismantling;
  - d) Capacitor replacement;
  - e) Control circuit repair (PCB);
  - f) Condenser fan repair
  - g) Heal insulator & pipe line repair
  - h) Cost of Copper pipe replacement (Per mt. basis)
  - i) Cost of PVC drain pipe replacement (Per mt. basis)
  - j) AC remote control unit.

**Terms and Conditions :**

1. Bidders / Tenderers should have a fully equipped Service Centre in Guwahati with sufficient number of trained Service Engineer / Technician.
2. The last date of submission of duly filled up tenders to the undersigned is **04-07-2019 by 3.00 PM**. The tenders will be opened on the same day at 3.30 PM in presence of the bidders.
3. In case the date of opening of the tender is changed due to unavoidable circumstances, the new date and time will be intimated to the tenderers.
4. EMD of Rs.5,000/- (Rupees five thousand only) in the form of bank draft in favour of **NIRD-NERC** is to submitted along with the tender.
5. The works should be completed within 21 days from the date of receipt of the work order.
6. The parties are advised to visit the Institute and see the Air conditioners before quoting rates.
7. The quoted rates should be inclusive of all, i.e. tax, spares, gas, labour etc..
8. The rates should be mentioned both in figures and words; however, the rates mentioned in words will only be taken as correct rates.
9. Statutory deductions will be deducted from the bill.
10. No conditional tender will be accepted.
11. Only the genuine and branded spares should be used for replacement

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12. Warranty period of the work is 1 (one) years from the date of completion of the work. During the warranty period if any fault is detected, the contractor will have to provide free services to rectify the problem along with loading unloading and transportation.
13. An amount equivalent to 10% of the total bill amount will be retained as performance security during the warranty period, which will bear no interest.
14. To ensure uninterrupted performance of the air conditioners, Service Engineer /Technician should visit after every 3 months during warranty period. Whenever complaint is being lodged Service Engineer / Technician should attend the complaint within 24 hours.
15. If some external problem is noticed, which may cause damage to the system, during the visit of Service Engineer / Technician, then that should be informed to this office immediately.
16. In case of failure to send the Service Engineer / Technician within 24 hrs., other party will be called for rectification of the problem and the payment made to the other party will be recovered from the performance security.
17. Payment will be made on submission of bill and satisfactory completion of the work and certification of the authorized officials.
18. The right to reject any or all the quotations is reserved with the Director, NIRDPR-NERC, Guwahati.

\_\_\_\_\_  
Signature of Acceptance Party/Firm with seal

**Administrative Officer  
NIRDPR-NERC,  
Guwahati**

Date : \_\_\_\_\_

Name of the Firm : \_\_\_\_\_

Address : \_\_\_\_\_

Phone No. : \_\_\_\_\_

**Annexure- I****LIST OF AIR CONDITIONERS IN OFFICE BLOCK OF NIRDPR-NERC**

<b>Sl. No.</b>	<b>Place</b>	<b>Brand</b>	<b>Specification</b>	<b>Stabilizer</b>	<b>Unit</b>	<b>Remote</b>
1.	Director's chamber	IFB	1.5 TR Split	No	1	1
2.	Director's chamber	Haier	1.5 TR Split	Yes	1	1
3.	Conference Hall-I	Videocon	1.5 TR Split	3	4	1
4.	Conference Hall-II	Videocon	1.5 TR Split	5	6	1
5.	Meeting Hall	Electrolux	1.5 TR Split	No	2	2
6.	Admn. Officer's Room	Electrolux	1.5 TR Split	No	1	1
7.	Sri P.P. Bhattacharjee (Faculty Room)	LG	1.5 TR Split	Yes	1	1
8.	Dr. Ratna Bhuyan (Faculty Room)	Electrolux	1.5 TR Split	Yes	1	1
9.	Dr. R. AO (Faculty Room)	IFB	1.5 TR Split	No	1	1
10.	Training Cell	Videocon	1.5 TR Split	No	1	1
11.	Dr. M.K. Srivastava (Faculty Room)	LG	1.5 TR Split	Yes	1	1
12.	DDU-GKY	Haier	1.5 TR Split	Yes	1	1
13.	Computer Lab	Voltas	3.0 TR Cassatt AC	No	2	1
14.	Computer Lab	LG	1.0 TR Split	NO	1	1
15.	Director's quarters	Videocon	1.5 TR Split	Yes	1	1
16.	Director's quarters	IFB	1.5 TR Split	No	1	1
17.	Director's quarters	IFB	1.5 TR Split	No	1	1
18.	C-GARD	Voltas	1.5 TR Split	No	1	1
19.	C-GARD	Voltas	1.5 TR Split	No	1	1
20.	C-GARD (Lab)	Voltas	3.0 TR Cassatt AC	No	2	1
21.	Dr. Jayanta Choudhury (Faculty Room)	Panasonic	1.0 TR Split	No	1	1
22.	Guest Suit –I	Haier	1.5 TR Split	1	1	1
23.	Guest Suit –II	Haier	1.5 TR Split	1	1	0
24.	SO Room	Haier	1.5 TR Split	1	1	0
25.	Library	Haier	1.5 TR Split	2	2	1
26.	ACO Room	Haier	1.5 TR Split	1	1	1
27.	NRLM Cell	Electrolux	1.5 TR Split	1	1	0
28.	NRLM Cell	Whirlpool	2 TR Split	0	4	4
29.	NRLM Cell	Electrolux	1 TR Split	1	1	0

**LIST OF AIR CONDITIONER IN BRAHMAPUTRA HOSTEL BLOCK OF NIRDPR-NERC**

<b>Sl. No.</b>	<b>Place</b>	<b>Brand</b>	<b>Specification</b>	<b>Stabilizer</b>	<b>Unit</b>	<b>Remote</b>
1.	Transit Suite-1	Haier	1.5 TR	1	1	1
2.	Transit Suite-2	Haier	1.5 TR	1	1	1
3.	Transit Suite-3	Haier	1.5 TR	1	1	1
4.	Transit Suite-4	Haier	1.5 TR	1	1	1
5.	Gym	Haier	1.5 TR	1	1	No
6.	VIP Kaziranga	Haier	1.5 TR	2	2	2
7.	Dining Hall	LG	1.5 TR	2	4	No
8.	T.T. Hall	LG	1.5 TR	1	1	No
9.	VIP Manas	LG	1.5 TR	2	2	No
10.	VIP Dining Hall	LG	1.5 TR	1	1	No
11.	Room No- 101	Haier	1.5 TR	1	1	1
12.	Room No- 102	Haier	1.5 TR	1	1	No
13.	Room No- 103	Haier	1.5 TR	1	1	1
14.	Room No- 104	Haier	1.5 TR	1	1	1
15.	Room No- 105	Haier	1.5 TR	No	1	1
16.	Room No- 106	Haier	1.5 TR	1	1	1
17.	Room No- 107	Haier	1.5 TR	1	1	1
18.	Room No- 108	Haier	1.5 TR	1	1	1
19.	Room No- 109	Haier	1.5 TR	1	1	1
20.	Room No- 110	Haier	1.5 TR	1	1	1
21.	Room No- 111	Haier	1.5 TR	1	1	1
22.	Room No- 201	Haier	1.5 TR	No	1	1
23.	Room No- 202	Haier	1.5 TR	1	1	1
24.	Room No- 203	Haier	1.5 TR	1	1	1
25.	Room No- 204	Haier	1.5 TR	1	1	1
26.	Room No- 205	Haier	1.5 TR	1	1	1
27.	Room No- 206	Haier	1.5 TR	1	1	1
28.	Room No- 207	Haier	1.5 TR	1	1	1