

**TENDER DOCUMENT FOR
AIR CONDITIONERS
ANNUAL MAINTENANCE CONTRACT AT
PEC LIMITED,**

**3rd Floor, Flatted Factory Complex, Rani Jhansi Road, Jhandewalan,
New Delhi – 110055.**

Tender No.PEC/AC AMC-01/2023-24 dated 18th March 2024

**Tender Inviting Authority
MANAGER (GAD),PEC Limited**

E-Mail: pec@peclimited.com, Visit us at www.peclimited.com

IMPORTANT INFORMATION

Last date of submission: 02 April 2024 at 15:00 Hours IST

Tender Opening Date: 03 April 2024 at 15:00 Hours IST

Venue of submission/tender opening: GAD, 3rd Floor, Flatted Factory Complex,
Rani Jhansi Road, Jhandewalan, New Delhi – 110055.

NOTICE INVITING TENDER (NIT)

On behalf of PEC LIMITED, New Delhi, India, Sealed tenders are invited under price bid system from the experienced agencies/contractor for 21 Air Conditioners Annual Maintenance Contract at PEC LIMITED, New Delhi.

The complete tender including the Financial Bid shall be submitted to PEC, New Delhi on or before 3:00 PM on 02 April 2024 at GAD,3rd Floor, Flatted Factory Complex, Rani Jhansi Road, Jhandewalan, New Delhi – 110055.

The commercial bids of the bidders shall be opened on 03 April 2024 at 3:00 PM at PEC, Head Quarter, New Delhi in the presence of tenderers or their authorized representatives present at the time of tender opening. The financial bid of only those firms/companies which qualify in the technical scrutiny shall be opened at the time and date specified.

PEC reserves the right to accept or reject any or all the tenders without assigning any reason.

In case L1 is not accepting/responding within stipulated timeline, the L2 will be offered the tender, subject to matching the price offered by L1 bidder. The same methodology will be adopted to other bidder, if L2 fails to match the price of L1. Also, if lowest financial bid is same for more than one bidder, PEC reserves the right to select and adopt methodology for determining L1 among them.

Tender Document for AC AMC Services

1. Inventory of Air Conditioners to be covered under AMC:

1. Window ACs 1.5 Ton - 11 Nos.
2. Split ACs 1.5 Ton – 10 Nos.

2. Scope of Work:

1. Maintenance Servicing of Air Conditioners- 02 Wet Cleaning per season for every AC.
2. Repair - All type of repairs of ACs –inter alia repair of compressor - On need basis
3. Filling Refrigerant/Coolant gas - On need basis.
4. Repair / supply of Remote and Front grill

3. Prices: Vendor to quote average per AC Lump-sum price. Prices inclusive of GST as applicable. No extra charges shall be paid on any account including the visitation charges.

4. Terms of Services:

1. Maintenance Services to be given well in advance before the start of summer season, latest by 15 April 2024.
2. Repair Services (ON CALL) to be provided within one day.

5. Payment Terms: Payment shall be done for the bills raised on quarterly basis. First bill to be settled after all AC are made fully functional.

6. Jurisdiction- Courts at Delhi shall be applicable for any dispute arising out of above. PEC reserves the right to cancel the awarded tender due to dispute in service-level at one week notice.

7. Documents to be submitted:

1. Quotation of prices with taxes for scope of work as mentioned above at point no 2.
2. GST Certificate / Shop Act Certificate/ Udyog Adhaar.
3. One signed copy of this tender document indicating acceptance of term and conditions.

FINANCIAL BID

PRICE SCHEDULE

The following is to be filled up without any cutting / overwriting etc.

Contractor's per AC service charges will be _____ inclusive of GST.

Per AC service charge must be an average of services to be provided for the entire season. One Fourth of the bill to be settled per Quarter between 1 April 2024 to 31 Oct 2024, inclusive of applicable Taxes.

SIGNATURE OF THE BIDDER :

NAME OF THE BIDDER :

SEAL OF BIDDER :

DATE & PLACE :