

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

NIT NO	SBIIMS/379
DATE	08.03.2019



SBI INFRA MANAGEMENT SOLUTIONS PVT LTD
(WHOLLY OWNED SUBSIDIARY OF SBI)

INVITES TENDERS ON BEHALF OF STATE BANK INSTITUTE OF INNOVATION & TECHNOLOGY, HYDERABAD
FOR

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC)
FOR ALL TYPES & VARIOUS MAKES OF
AIR CONDITIONERS(SPLIT/CASSETTE/INVERTER SPLIT) &
WATER COOLERS & DEEP FREEZER AT STATE BANK INSTITUTE
OF INNOVATION AND TECHNOLOGY HYDERABAD

**The Vice president,
SBI Infra Management Solutions Pvt. Ltd.
Ground Floor, Adj to Commercial Branch,
Bank Street, Koti,
Hyderabad – 500 095
040-23466310/46**

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

NOTICE INVITING TENDER (NIT)

The SBIIMS invites sealed tenders on behalf of SBIIT, Hyderabad proposes to enter into the Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of Air Conditioners and the Details of tender are as under:

1.	Name of the work	Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of Air Conditioners and deep freezers and water coolers at State Bank Institute of Innovation and technology(SBIIT), Banjara Hills, Hyderabad.
2.	Cost of Tender Documents	Rs.1500/- DD drawn in favor of " , SBIIMS Pvt. Ltd, Hyderabad". Payable at Hyderabad.
3.	Quantum of Earnest Money Deposit (EMD)	Rs.5000/- DD Drawn In Favor of "SBIIMS, Hyderabad, Payable at Hyderabad".
4.	Date and Time for issue of tender forms	From 09.03.2019 to 22.03.2019 upto 3.00PM
5.	Last date and time of submission of Tender	22/03/2019 Up to 3:00PM
6.	Place, date & time for submission of tender Contact person /telephone no/email address.	SBI Infra Management Solutions Pvt. Ltd. Ground Floor, Adj to Commercial Branch, LHO campus, Bank Street, Koti, Hyderabad – 500 095. On or before 22/03/2019 by 3.00 P.M. Contact: Vice President. 040- 23466346. paparao.paidi@sbi.co.in
7.	Date, Time and Place of opening of Tenders	On 22/03/2019 at 3:30PM The Vice president, SBI Infra Management Solutions Pvt. Ltd. Ground Floor, Adj to Commerical Branch, SBI LHO campus, Bank Street, Koti, Hyderabad – 500 095
8.	Quantum of Security Deposit	Rs.1,00,000/- including EMD
9.	Terms of payment of Bills	The amount of CAMC will be paid on quarterly basis after successful completion and the satisfactory service during the quarter of service
10.	Period of contract	The initial period of contract is for 1 year renewable for further period of 1 year with same terms and conditions, subject to review of satisfactory services and without any increase in the charges.
11.	(Penalty clause) Liquidated Damages	Time is the essence of the services. The minor repairs will be completed within 4 hours (i.e servicing, small repair works, gas filling which does not require any

Signature of the Contractor

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		bought out material). The major repair work (PCB & Compressor problems) is to be completed in all respects in 2 (Two) days from the date of Complaint. In case of any delay beyond 4 hours for minor & 2 days for major repair works, supplier has to arrange standby AC. If fails to arrange standby AC, penalty will be imposed @ 1% of the contract value per day of delay of the particular quarter.
12.	Validity period of the tender.	Three (3) Months
13.	Eligible Taxes	<p>A) Income Tax will be deducted at source as per Govt. Guidelines.</p> <p>B) Reimbursement of GST will be made only on submission of proper GST invoice as per applicable GST provision. The contractor should comply with the following;</p> <ol style="list-style-type: none"> 1. Contractor should have GST Registration Number 2. Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provision 3. In case of Correction in the bills after scrutiny, contractor should submit fresh bills for payment 4. Contractor should timely file his GST return in accordance with GST provisions to enable the bank to claim the credit of GST paid to the contractor 5. The GST Number of State Bank Of India For Telangana State -36AAACS8577K1ZQ
14.	Electronic Payment	Payment shall be made by way of Electronic fund transfer and the bill will be paid by SBIIT . Firm should furnish details of the bank, a/c no, IFSC code.
In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.		
SBIIMS has the right to accept/reject any/all tenders without assigning any reasons.		

**VICE PRESIDENT,
SBIIMS PVT. LTD**

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

PART-1 (Envelope-1)
TECHNICAL BID

MINIMUM ELIGIBILITY CRITERIA (Mandatory)

Minimum Eligibility Criteria for Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of Air Conditioners(Split/ Cassette/ Inverter Split ACS) spread over entire campus. The vendors who are in the similar line of activities for past seven years in the field of providing CAMC of all types of air conditioners services in PSU, Banks, Insurance, financial institutions and reputed industries only need apply (tender to be submitted in two separate sealed cover system super-scribed as "CAMC for for all types & various makes of ACs of State Bank Institute of Innovation & Technology, Hyderabad").

- Agency should have service sites in Hyderabad.
- Submit the copy of work order/ agreement and satisfactory service certificate from the Clients.
- Experience of having successfully completed/running similar works at Hyderabad/ Rangareddy districts only during last 7 years ending last day of months previous to the one in which applications(28.02.2019) are invited should be either of the following:-
 - Three similar completed/ running works tonnage refrigerant not less than the 89.80 TR each site
 - Or
 - Two similar completed/ running works tonnage refrigerant not less than the 112.25 TR each site
 - Or
 - One similar completed / running works tonnage refrigerant not less than the 179.60 TR

Definition of similar works: Applicants should have executed comprehensive annual maintenance works of AC(Split/ Cassette/ Inverter Split ACS) units in Govt Departments/ PSUs / Banks /Financial Institutions/ Reputed Corporate Offices / IT, Pharma & Chemical Industries etc which is acceptable to the SBIIMS. **Experience in the field of ductables and AC plants will not be considered.**

Note: Bidders has to submit work order/ experience letter from the client and contact no & address of the client.

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TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF ACs AT SBIIT

INSTRUCTIONS TO THE TENDERERS

1.0 Scope of Work

SBIIMS on behalf of State Bank Institute of Innovation & Technology(SBIIT) Hyderabad proposes to enter into the Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of ACs (Split/ Cassette/ Inverter Split ACS) and water coolers & Deep freezers. The Scope of work includes **Repairs / Replacement of Compressor, Repair/Replacement of Fan motors, Repair/ Replacement of Electrical parts, Repair/Replacement of condenser coil and Evaporator coil, Gas charging required during the service. All replaced parts make shall be of their respective brands.** All the complaints to be attended during the contract period round the clock. The ACs are to be maintained or installed entire campus.

1.1 The tender process will be in two cover system.

Envelope One: (1)This envelope will contain the required EMD of Rs.5,000.00 (Rupees eight thousand only) drawn in favour of SBIIMS Hyderabad, payable at Hyderabad

(2) Technical bid without price.

(3) Proof of service sites in Hyderabad.

(4) Copy of work order/ agreement and satisfactory service certificate from the Clients(each work not less than 136.4 TR each site).

NOTE: TENDER WILL BE REJECTED IF THE TENDERER FAILS TO SUBMIT THE REQUIRED EMD AND WILL BE RETURNED WITHOUT OPENING THE PRICE BID.

Envelope Two: This envelope will contain the price bid i.e. cost of the work. All the tenderers are requested to note that SBIIMS will not accept any conditional tender and the tender will be rejected if any tenderer found quoted conditional tender and if the same are not withdrawn at the time of opening of tender / price bid. All conditions if any to be loaded with rate. The rate should be exclusive of GST payable and necessary insurance for the labour and machinery.

ENVELOPE THREE: Envelope 1 and Envelope 2

2.0 Tender Documents

2.1 The work has to be carried out strictly according to the conditions stipulated in tender consisting the following documents and the most workman like manner,

- Instructions to tenderers
- General Conditions of Contract Special Conditions of Contract
- Additional Conditions for Electrical Installation Technical Specifications
- Priced Bid

2.2 The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies, shall take precedence in the order given below :

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- Price Bid
- Technical Specifications
- Additional Conditions for Electrical Installation Special Conditions of Contract
- General Conditions of Contract
- Instructions to Tenderers

2.3 The tender documents are not transferable.

3.0 **Site Visit:** The tenderer must obtain himself on his own responsibility and his own expenses all information and data, which may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work. The Tenderer is requested satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity of the materials, labour, the law and order situation, climatic conditions local authorities requirement, traffic regulations etc; The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender.

4.0 **Earnest Money**

4.1 The tenderers are requested to submit the Earnest Money as specified in NIT.

4.2 EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance with clause 4.1 above shall be rejected.

4.3 No interest will be paid on the EMD.

4.4 EMD of unsuccessful tenderers will be refunded within 15 days of award of Contract.

4.5 EMD of successful tenderer will be retained as a part of security deposit.

5.0 **Initial Security Deposit**

The successful tenderer will have to submit a sum equivalent Rs1,00,000/- (rupees one lakh) only by means of D/D drawn in favour of SBIIMS, within a period of 7 days of acceptance of tender.

6.0 **Security Deposit**

6.1 The EMD & ISD of the successful tenderer will be converted into security deposit and the same will be refunded after satisfactory completion of contract period.

6.2 No interest shall be paid to the amount retained with the Bank as Security Deposit.

7.0 **Signing of Contract Documents**

The successful tenderer shall be bound to implement the contract by signing an agreement and conditions of contract attached herewith within 15 days from the receipt of intimation of acceptance of his tender by the Bank. However, the written acceptance of the tender by the Bank will constitute a binding agreement between the Bank and successful tenderer whether such formal agreement is subsequently entered into or not.

8.0 **Contract Period**

One year subject to review at quarterly interval for satisfactory services). However successful bidder can terminate the contract after giving 3 months notice in advance. SBIIMS can also terminate the contract after giving one month notice in advance.

9.0 **Validity of Tender**

Tenders shall remain valid and open for acceptance for a period of 3 (Three) months from the date of opening price bid. If the tenderer withdraws his/her offer during the validity period or makes modifications in his/her original offer which are not acceptance to the

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Bank without prejudice to any other right or remedy the Bank shall be at liberty to forfeit the EMD.

10.0 Penalty

Time is the essence of the services. The minor repairs will be completed within 8 hours (i.e servicing, small repair works, gas filling which does not require any bought out material). The major repair work (PCB & Compressor problems) is to be completed in all respects in 3 (Three) days from the date of Complaint. In case of any delay beyond 8 hours for minor & 3 days for major repair works, supplier has to arrange standby AC. If fails to arrange standby AC, penalty will be imposed @ 1% of the contract value per day of delay of the particular quarter.

11.1.1 The tenderers shall quote their rates both in words and figures, in case of discrepancy between the rates quoted in words and figures the unit rate quoted in words will prevail.

11.1.2 The tenderers need not quote their rates for which no quantities have been given. In case the tenderers quote their rates for such items those rates will be ignored and will not be considered during execution.

11.1.3 The tenderers should not change the units as specified in the tender. If any unit is changed the tenders would be evaluated as per the original unit and the contractor would be paid accordingly.

The tenderer should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring to the knowledge of the Bank.

11.1.4 Each page of the BOQ shall be signed by the authorized person and cutting or overwriting shall be duly attested by him.

11.1.5 Each page shall be totaled and the grand total shall be given.

11.1.6 The rate quoted shall be firm and shall include all costs, allowances, excluding of GST

12. DETAILS OF PAYMENT: The amount of CAMC will be paid on quarterly basis after successful completion the satisfactory service during the quarter of service.

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

14. Contractors to sign in all the pages of the tender and shall be duly Stamped

CERTIFICATE OF THE CONTRACTOR:

I / We read and understood the above conditions and requirements of SBIIMS who are taking up CAMC of ACs on behalf of State Bank Institute of Innovation & technology, Hyderabad and agree to the same.

Place:
Date :

Signature
(Name and Address of the Contractor)
with Seal

Signature of the Contractor

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

TERMS & CONDITIONS TO THECAMC SERVICE PROVIDERS:

1. The comprehensive AMC charges per unit per year will be paid for four services in a year apart from any number of breakdown calls with a response period of 3 hours on receipt of complaint. The scope of work includes water wash for every quarter & filter cleaning as and when required.
2. Failure to repair/service the equipment in question within 8 hours for minor & 3 days for major repairs without justifiable reason or to return the repaired machine within two days at the maximum may attract proportionate deduction. In case of any delay beyond 8 hours for minor & 3 days for major repair works, supplier has to arrange standby AC. If fails to arrange standby AC, penalty will be imposed @ 1% of the contract value per day of delay of the particular quarter.
3. If the work is found unsatisfactory or if the firm dishonours the contract, the job will be entrusted to any other firm /party at the risk/expense of the contractor.
4. The amount of CAMC will be paid on quarterly basis after successful completion the satisfactory service during the quarter of service.
5. The successful bidder has to rectify the faults due to rat bites free of cost.
6. Successful bidder has to handover all the ACs in good running condition before expiring of CAMC contract.
7. The successful bidder has to rectify the faulty condenser, or coil free of cost.
8. The Contractor shall bear all the costs and expenses in respect of all charges, including stamp duty, registration etc. of this agreement and/or any other documents/agreements, which are required to be executed.
9. All necessary tools like vaccum pump, drilling machines, pliers, pressure guage and other essential tools for effective maintenance of the ACs equipments shall be provided by the contractor
10. The contractor / firm shall be held responsible for any misdeeds / misbehavior of their employees within the premises.
11. Since the maintenance works are to be carried at all levels & High, technician should wear necessary proactive gear such as life belts, helmet, gloves, shoes, etc.
12. The bidder should take third party insurance coverage and adequate insurance coverage to the workers for life and limb and the same should be submitted before entering into a agreement.
13. List of ACs together with their location, makes etc is furnished in Annexure 'D'

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UNDERTAKING TO BE SUBMITTED BY THE CONTRACTORS ALONG WITH THE TENDER

Date:

The Senior Vice President(SBIIMS),
3rd Floor, State Bank India,
Local Head Office Building,
Bank Street, Koti,
Hyderabad.

Dear Sir,

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF ACs AT STATE INSTITUTE OF INNOVATION & TECHNOLOGY, HYDERABAD.

Having examined the **Proposal Documents**, the receipt of which is hereby duly acknowledged, we, the undersigned, offer for Comprehensive Annual Maintenance Contract(CAMC) at State Bank Institute of Innovation & Technology(SBIIT) campus, Hyderabad in conformity with the said Proposal documents for the sum of Rupees.....

..... (Total proposal amount in words and figures) or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Proposal.

We undertake, if our Proposal is accepted, to complete the work within the stipulated period.

We agree to abide by the Proposal and the rates quoted therein for the contract awarded by the Bank.

Until a formal contract is prepared and executed, this proposal, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

WE UNDERSTAND THAT SBIIMS RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS WITHOUT ASSIGNING ANY REASON WHATSOEVER THEREOF.

DATED THIS _____ DAY OF _____ 2019

Signature of Contractor in the capacity of
Duly authorized to sign Proposal for and on behalf of

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

ANNEXURE "B"

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF ACs AND WATER COOLERS & DEEP FREEZERS AT STATE BANK OF INSTITUTE OF INNOVATION & TECHNOLOGY, HYDERABAD.

NAME AND VALUE OF MAJOR WORKS COMPLETED DURING THE LAST 7 YEARS

Sl. No.	Name of Work/project with address	Name & full postal address of the owner. Specify whether Govt. Under taking along with name, address and contact Nos. of - 2-persons (Executive Engineers or top officials of the organization).	Contract in tonnage(copy o f work order & completion certificate from project in-charge)	Stipulated time of contract (months) Enclose clients certificate for satisfactory completion		If the work is left incomplete or terminated(fu rnish reasons)	Remarks
				From	To		

Notes:

1. Information has to be filled up specifically in this format. Please do not write remark "As indicated in Brochure /Attached Documents".
2. Date shall be reckoned as on 28.03.2019
3. For certificates, the issuing authority shall not be less than an Executive Engineer or equivalent in charge of the relevant work /project.

Furnish the names of three responsible clients/persons to whom the major works carried out by the applicant with address and telephone number who will be a position to certify about the quality as well as past performance of your organization.

NAME OF THE OFFICIAL	ORGANIZATION & ADDRESS	CONTACT NUMBERS

Date:
Place:

Signature of the Applicant
(with seal)

Signature of the Contractor

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

ANNEXURE "C"

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF ACs AND WATER COOLERS & DEEP FREEZERS AT STATE BANK OF INSTITUTE OF INNOVATION & TECHNOLOGY, HYDERABAD.

NAME & VALUE OF OTHER WORKS ON HAND

Sl no	Name of work/project with address	Name & full postal address of the owner. Specify whether Govt. under taking along with name, address and contact Nos. of -2- persons (Engineers or top officials of the organization)	Contract in tonnage(copy o f work order & completion certificate from project in-charge	Stipulated time of contract (months) Enclose clients certificate for satisfactory completion	Present status of the project	Any other relevant information

Notes:

1. Information has to be filled up specifically in this format. Please do not write remark "As indicated in Brochure /enclosed documents".

Date:
Place:

Signature of the Applicant
(with seal)

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

PRICE BID

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF ACs AND WATER COOLERS AND DEEP FREEZERS AT SBIIT, HYDERABAD.

Sl no	Description	Qty	Unit	Rate per TR PER YEAR	Total amount per year.
1	Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of ACs (Split Acs/ Cassette Acs/ Inverter Split ACs) at State Bank Institute of Innovation & Techonogy, Hyderabad. Note: A) The comprehensive AMC charges per tonnage per year will be paid on quarterly installment. B) Successful bidder has to maintain gas & some essential spare parts as required like contactor, condenser, sensors,PCB etc. in the campus.	224 .50	Tonnage Refrigerant (TR)		
2	Dismantling of AC(cassette/ split/window 1 tr to 4 tr) and hand over to Bank.	1	unit		
3	Shifting, Installation and nitrogen pressure testing of the above dismantled AC. The scope of work includes gas charging. Additional copper piping and nitrile rubber will be arranged by the Bank.	1	Unit		
Total					
Discounts if any					
Grand Total					
Total amount in words:					

Note: 1)The amount quoted to be exclusive of GST etc. for one year CAMC.
2) Amount will be paid on actual tonnage.

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Important notes before quoting the rates;

1. All the bidders are advised to visit the site of work to understand the scope of work before quoting the rates.
2. The tenderer whose tender is accepted is bound to execute a formal agreement with the Bank in accordance with the draft agreement which will include the notice inviting tender, conditions, other papers therein.
3. Bank will not take any responsibility to provide any material including water / electricity. However, contractor may use the available water / power supply without causing any inconvenience to the Bank functioning.

Date:

Place:

(Signature of the Contractor)

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

Annexure-D

List of ACs enclosed Separately

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AND WATER COOLERS & DEEP FREEZERS AT SBIIT CAMPUS.

PRE-QUALIFICATION OF AGENCIES FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR ALL TYPES & VARIOUS MAKES OF AIR CONDITIONERS AT SBIIT CAMPUS							
SL NO	NAME & ADDRESS OF THE AGENCY WITH PHONE, FAX , EMAIL	EMD & Tender Cost	Service Center at Hyderabad	Capacity of the works(enclose work orders & completion certificates) in tonnage Refrigeration	Client Name & Name addresses	Name of the work	Remarks
We request you to fill the your details as per example							
1	M/s adc xx limited, Plot NO: xx, Road No:12, Hyderabad. Contact No: Email : GST No: PAN No:	Rs.5000/- ,DD NO:950xx 6, 18.xx.18, xx Bank Rs.500/- ,DD NO:xx57 , xx.06.18 , xx Bank	Yes	395		Name of the work: P O No: P O date: Completion date:	
2							
3							
4							
5							

- Note: 1) Enclose the work orders & completion certificates, works related to split/ cassette ACs. Do not enclose the work orders/ purchase orders less than 89.80 TR.**
- 2) All required documents shall be submitted along with tender. In case of any documents missing, further correspondence will not be entertained.**
- 3) Do not write the statement like attached/ enclosed in the above tabular form.**