



**SBIINFRA MANAGEMENT SOLUTIONS PVT LTD.**  
**WHOLLY OWNED SUBSIDIARY OF SBI**  
CIN :-U9300MH2016PTC282507  
**JAIPUR CIRCLE**

# **TENDER DOCUMENT**

## **PART A**

### **TECHNICAL BID**

#### **SPECIFICATIONS & CONDITIONS OF CONTRACT**

**COMPREHENSIVE ANNUAL AIR CONDITIONING MAINTENANCE  
WORK (CHILLER PLANT,WINDOW,SPLIT & CASSATE AC)  
AT SBILD, JAIPUR**

**Date of issue of Tender: ONLINE ON 12.03.2019**

## NOTICE INVITING TENDER

**TENDERNO. JAI201903017    .DATE:.....**

<b>SBI INFRA MANAGEMENT SOLUTIONS PVT LTD.</b> On behalf of SBI Invites Sealed Tenders From The Empanelled AIR CONDITIONING Contractors for COMPREHENSIVE AIR CONDITIONING MAINTENANCE work of SBI LD Jaipur tenders are as under :-		
<u>1.</u>	<u>Name of work</u>	COMPREHENSIVE AIR CONDITIONING MAINTENANCE work of SBILD, JAIPUR
<u>2.</u>	<u>AMC Contract period</u>	<b>One Year</b> from the date of Commencement/ handing over of site whichever is earlier. Renewal of the contract will be subject to for further one year if services found satisfactorily.
<u>3.</u>	<u>Earnest Money Deposit</u>	<b>Rs.11,000/- (Eleven Thousand)</b> as Earnest Money in the form of D.D. in favour of SBIIMS PVT LTD. payable at Jaipur ,
<u>4.</u>	<u>Security Deposit</u>	<b>Rs.50000/-</b> including earnest money.
<u>5.</u>	<u>Cost of tender documents</u>	Rs. 1000.00 at Jaipur to be deposited through SB COLLECT at top menu in <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> and submit receipt and reference No. along with technical bid towards the cost of tender which is Non Refundable. JAI201903017
<u>6.</u>	<u>Last date and time of receipt of tender</u>	Online 22 -03-2019 Up to 03:00 PM
<u>7.</u>	<u>Address at which the tenders are to be submitted</u>	SBI e-Tender Portal <a href="https://etender.sbi">etender.sbi</a>
<u>8.</u>	<u>Date and time of opening of tender</u>	Online on 22-03-2019 Up to 03:00 PM
<u>9.</u>	<u>Place of opening tenders</u>	Online
<u>10.</u>	<u>Defects Liability Period</u>	<b>12 months</b> from the date of completion
<u>11.</u>	<u>Validity of offer</u>	<b>90 days</b> from the date of opening of tenders.

12.	Liquidated Damages	At the rate of 0.5% of the contract value per week of delay subject to a maximum of 5% of the accepted Contract value.
13.	Rates	Rates quoted by the bidder shall remain firm throughout the contract period(including variations)taxes,
		duties, levies, royalties, transportations, labour other incidental charges, etc. PVA & PVA clause shall not be applicable, Rates are inclusive of all taxes except GST. <u>GST shall be paid as per Bank's norms.</u>
14.	Payment terms	After each quarter.
15.	Refund of security deposit	After the completion of the AMC Period.
16.	Working schedule	Since the work has to be carried out in the running office and hence the contractor has to execute the work with minimum disturbance to the occupant.
17.	Water & Electricity	Water and Electricity shall be provided by the Bank at one point, if available However, further distribution and extension and light fixtures etc. with required MCB switches. Switch boards, lamp, tubeetc shall be arranged by the contractor at their own cost with the accepted tender cost.

18.	For e-Tender related queries	<p><b><u>Service provider:</u></b> M/s. E-Procure Technologies Limited.</p> <p><b><u>Help Desk:</u></b> <b><u>Contact Persons:</u></b> (On working days 9 AM to 6 PM) 1. Mr. Yashraj Mobile No.: +918469384966</p>
In case the date of opening of tenders is declared as a holiday, the tender 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.		
<b>VICE PRESIDENT, SBIIMS</b>		

**MODE OF SUBMISSION OF TENDER:**

The tender shall be submitted online as per procedure by the conducting agency.

State Bank of India has the right to accept / reject any or all tenders without assigning any reasons.

Yours faithfully,

Signature of the Tenderer

**VICE PRESIDENT, SBIIMS**

## **INSTRUCTIONS TO THE TENDERERS**

### **1.0 SCOPE OF WORK**

ONLINE Sealed Tenders are invited by **M/s. E-procure technologies Limited**, for and on behalf of State bank of India for AIR CONDITIONING MAINTENANCE work of **SBILD JAIPUR, Rajasthan**.

### **1.1 SITE AND ITS LOCATION**

The proposed work is to be carried out at AIR CONDITIONING **SBILD JAIPUR**

### **2.0 Tender documents**

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

- i) Instructions to Tenderers
- ii) General Conditions of Contract

2.2 Complete set of tender documents including relative drawings can be downloaded from Bank's website [www.sbi.co.in](http://www.sbi.co.in) under procurement news.

2.3 Tender documents are not transferable.

### **3.0 SITE VISIT**

3.1 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.

### **4.0 EARNEST MONEY DEPOSIT**

4.1 The tenderers are requested to submit the **Earnest Money of` Rs.11,000/- (Rs. Eleven Thousand Only)** in the form of D.D, in favour of SBIIMS PVT LTD. payable at Jaipur.

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

4.3 No interest will be paid on the EMD.

4.4 EMD of unsuccessful tenderers will be refunded within 30 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 to 2% of contract value less EMD by means of D/D drawn in favour of State Bank of India within a period of 15 days of acceptance of tender.

## **6.0 Security Deposit**

6.1 Total security deposit shall be 5% of contract value. Out of this 2% of contract value is in the form of initial security deposit which includes the EMD. Balance 3% shall be deducted from the running account bill of the work at the rate of 10% of the respective running account bill i.e. deduction from each running bill account will be 10% till total 3% of contract value is reached. 50% of the total security shall be paid to the contractors on the basis of architect's certifying the virtual completion. The balance 50% would be paid to the contractors after the defects liability period as specified in the contract.

6.2 No interest shall be paid to the amount retained by 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 will be for one year 01.04.2019 to 31.03.2020 and may be extend if services found satisfactory.

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

## **10.0 Liquidated Damages**

The liquidated damages shall be 0.5% per week subject to a maximum of 5% of contract value.

## **11.0 Rates and Prices**

### **11.1 In case of item rate tender**

11.1.1 The tenderers shall quote their rates for individual items 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. If no rate is quoted for a particular item the contractor shall not be paid for that item when it is executed. The amount of each item shall be calculated and the requisite total is given. In case of discrepancy between the unit rate and the total amount calculated from multiplication of unit rate and the quantity the unit rate quoted will govern and the amount will be corrected.

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 Architect/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, taxes, levies, etc. **except GST. (GST will be paid extra as applicable)**

## **GENERAL CONDITIONS OF CONTRACT**

### **1.0 Scope of Work**

Comprehensive Annual Maintenance contract of chiller plant, cassette AC, Split & Window AC for one year from 01 April 2019 to 31 March 2020 for the Air conditioning unit installed at staff training center , Vidhyadhar Nagar Jaipur . Detail of equipments is as under:

<b><u>PARTICULAR</u></b>	<b>No. of units</b>
1. Air Cooled scroll chilling 33 Tr. (model no. LCAZ 33E)	3
2. CHW Pump	2
3. Air Handling Units 10.0 Tr 07.5 Tr 05.0 Tr	4 4 2
4. Four Fan coil unit 600 CFM	2
5. 4.0 Tr. Cassette unit	4
6. Window AC up to 2.0 Ton	67
7. Split AC up to 2.0 TOn	16

Vendor, which have set up with or are authorized dealers of M/S Blue star Ltd. And other Air –Conditioning companies / experienced dealers with an experience of at least 3 years for same type of job need only quote the rates for the tender. Rates are inclusive of all parts, materials, gas charging etc.

The plant will be serviced four times in the contract period. One of services will be rendered positively before the onset of summer to ensure trouble free working of the plant during the summer. The next service will be rendered in the quarter after the summer season. Break down calls will be attended to during the contract period.

Electronic control of the equipment and main HVAC panel, Cabling interconnecting the HVAC Panels & Machine will be covered under AMC.

Electrical, Cabling, electrical switch boards upto panels, Panels and onward electrical work is covered under AMC.

The Compressor will be checked for its proper functioning and if any found defective will be repaired/replaced by contractor and consumable like oil will also be supplied by contractor whenever necessary.

Leakage testing of the entire refrigeration system will be carried out once at the time of each service of the plant.

Compressor motor and chiller water pump as well the respective starters will be checked for satisfactory functioning. If any repairs to them are required, will be carried out by contractor.

Safety controls such as LP,HO and OP cutout will be tested for proper functioning.



Checking and servicing of the AC unit/Water Cooler two times in a year & de-scaling of units if required, which includes:

- Replacement of Filter.
- Checking operation of controls of the air- conditioners such as thermostat, relays, remote control etc.
- Checking air flow through the supply air grill, return air grill, condenser
- Checking operation of the drive motors and fans
- Checking air temperature at supply air grill, return air grill, Inlet air condenser, outlet air from condenser
- Checking Firmness of supporting arrangement for the compressor, blower motor, air conditioners casing and fixing of air-conditioners etc. Anti-rusting Painting of the MS portion prone to rusting
- Replacement of any component of air conditioners found defective after the above checks and tests.
- Cleaning the condenser and evaporator coils with suitable detergent /chemical solution and flushing with high pressure jet of water.
- Greasing of blower motors and all moving parts.
- Cleaning of water coolers on weekly basis.

Attending to any breakdown call made immediately on receipt of verbal/written complaint during office hours on all days except. The time for rectification of defect shall not exceed 24 hours in any case.

Providing a service unit, free of charges during the repair of AC unit in the workshop.

Supply free of charges, of all the spares and materials including consumables, compressor found defective and necessary for the unit excluding the following:

- a) Replacement of sheet metal part, front panel / grill, outer wrapper / casing.
- b) Replacement of cooling and condenser coil.
- c) Heating systems is not included.
- d) Voltage stabilizers are not included.

The history sheet of servicing/breakdown repairing of each and every unit shall be maintained. The copy of report shall be submitted along with the bill subsequent to the servicing activity. The cleaning/ minor repair of stabilizers shall be covered under the AMC contract.

**One skilled Operator cum supervisor shall be present at SBILD Jaipur for SBILD working hours and if required otherwise**

## **2.0 Letter of Acceptance**

Within the validity period of the tender the Bank shall issue a letter of acceptance for the execution of the work as per the terms of the tender. The letter of acceptance shall constitute a binding contract between the SBI and the contractor.

## **3.0 Contract Agreement**

On receipt of intimation of the acceptance of tender from the SBI/SBIIMS the successful tenderer shall be bound to implement the contract and within fifteen days thereof he shall sign an agreement in a non-judicial stamp paper of appropriate value.

4.0 All statutory rules/ regulation/law/ bylaw/ related to AMC are in the scope of contractor

Date:-  
Place

SEAL & SIGN OF CONTRACTOR