

UTTAR PRADESH BHUMI SUDHAR NIGAM



TC/19V BHUMITRA BHAWAN, VIBHUTI KHAND,

GOMTI NAGAR, LUCKNOW-226010, U.P. (INDIA)

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CIN:U72960UP1978SGC004587

Ref. No.: 13/162/2015-16/443

Date: 24-02-2016

Tender/Quotation for selection of Firm for Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners

INTRODUCTION

Uttar Pradesh Bhumi Sudhar Nigam (UPBSN), is an Uttar Pradesh Government undertaking established in 1978 as a company registered under companies act 1956 with amended to carry out land development programme along with allied activities related to the uplift of agrarian economy in the state. UPBSN is implementing UP Sodic Lands Reclamation III Project (UPSLRIIP) including project on ravine with the financial assistance under IDA from the World Bank in 29 districts of Uttar Pradesh i.e. Aligarh, Bulandshihar, Kashganj, Etah, Firozabad, Mainpuri, Etawah, Auraiya, Kannauj, Farukhabad, Kanpur Nagar, Kanpur Dehat, Unnao, Sitapur, Hardoi, Lucknow, Barabanki, Raebareili, Pratapgarh, Amethi, Ambedkar Nagar, Sultanpur, Allahabad, Kaushambi, Sant Ravidas Nagar(Bhadoi), Jaunpur, Fatehpur, Ghazipur and Azamgarh. The UPBSN has proposed for additional financing of ravine treatment under the UPSLRIIP for enhancing the agricultural productivity of ravine area through in-situ moisture conservation on rain-fed crops. Apart from that, UPBSN is also managing three agriculture farms, which are used for agriculture production.

The UPBSN intends to select Firm for Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners for maintenance of 02 Package AC of 10Ton, 01 Split AC 03Ton, 02 Stand AC of 03Ton, 06 Window AC of 1.5Ton & 62 Split AC of 1.5/2.0Ton in the corporation building situated at TC/19V, Vibhut Khand, Gomti Nagar, Lucknow i.e., Head Office of U.P. Bhumi Sudhar Nigam.

Scope of work Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners :

1. The scope of work under Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners installed in the Corporation includes repair and maintenance of Air Conditioners and Stabilizers connected with the AC's, including free replacement of all spares/consumables/wiring upto AC socket, if required during maintenance contract period.
2. The work under Comprehensive Annual Maintenance Contract (AMC) also includes overhauling/service of complete set of Air Conditioners installed in the Corporation, atleast two times in the contract period as well as whenever required.
3. This Comprehensive Annual Maintenance Contract (AMC) is for deputation of engineer at site, replacement and repairs of spare, consumables and service center repairs of sub-assemblies of Air Conditioners and stabilizers connected with the Air Conditioners are part of the contract.

4. The Comprehensive Annual Maintenance Contract (AMC) will also include switching of cooling mode of Air Conditioner to heating mode during winter season and again heating mode to cooling mode during summer season in the Air Conditioners having provision available.
5. The list of Air Conditioners installed in the Corporation office building situated at TC/19V, Vibhut Khand, Gomti Nagar, Lucknow i.e., Head Office of U.P. Bhumi Sudhar Nigam, supposed to be covered under Comprehensive Annual Maintenance Contract (AMC) are as follows:

Sl. No.	Section/ Camp	Company	Capacity (in Ton)
1	MI Section	LG	1.5
2	Drainage	Hitachi	3.0
3		Voltas	2.0
4	GIS Cell	Carrier	2.0
5	Training/ OFD + Drainage	Carrier	1.5
6		Hitachi	2.0
7	Marketing	Carrier	2.0
8		Blue star	1.5
9	Credit	LG	2.0
10	Media	Voltas	2.0
11	Environment	Voltas	1.5
12		Voltas	1.5
13	Monitoring and Evaluation	Voltas	1.5
14		LG	2.0
15		Godrej	1.5 Window
16	Administration	Godrej	1.5 Window
17		Carrier	1.5
18		Carrier	1.5
19		Voltas	2.0
20	Project/ Ravine	Carrier	2.0
21		LG	2.0
22		Blue star	10.0(Package AC)
23	General Manager (G)	Voltas	1.5
24	Animal Husbandry	Voltas	1.5
25	General Manager (M)	LG	1.5
26		LG	2.0
27	World Bank Mission Room	LG	2.0
28		Carrier	2.0
29	2nd Floor Meeting Hall	Carrier	1.5
30		Carrier	1.5
31	2nd Floor Corridor	LG	1.5 Window
32		Carrier	1.5
33		Carrier	1.5
34	Managing Director Camp	Voltas	2.0
35		Voltas	2.0
36		LG	2.0
37		LG	1.5
38	2nd Floor Jt. MD Camp	Voltas	1.5
39		Voltas	1.5
40	CS Camp	Voltas	1.5
41	PMC	Voltas	2.0
42	Personnel	Godrej	2.0
43	Technical Dessimination	Godrej	2.0
44		Voltas	2.0
45		Voltas	2.0
46		Voltas	2.0
47		Carrier	1.5
48	Finance	Carrier	1.5
49		Carrier	1.5
50		Carrier	1.5
51		Godrej Indoor/ Voltas Outdoor	1.5
52	Procurement	Voltas	2.0
53		Voltas	2.0
54	Jt. MD Camp Ist Floor	Godrej	2.0
55		Hitachi	2.0
56	System	Carrier	1.5
57		Voltas	2.0
58	EDP Cell	Blue star	1.5
59		Voltas	2.0
60		Carrier	2.0
61		Hitachi	2.0
62	1stFloor Meeting Hall	Hitachi	2.0
63		Hitachi	2.0
64		Hitachi	2.0
65		Blue Star	3.0 Stand AC
66	Library	Blue Star	3.0 Stand AC
67	Reception	Carrier	1.5
68			1.5 Window
69	Guest House		1.5 Window
70		LG	2.0
71	Taining Hall	Blue star	10.0(Package AC)
72			1.5 Window
73	Lucknow Project Unit	LG	1.2

The firm may visit Corporation office in working days from 09:30 AM to 11:30 AM for inspection of Air Conditioners as per above mentioned list, before the last date for submission of bid/quotation.

Bid Security

Bidder shall submit a bid security of Rs 5000.00 (Rs Five Thousand) in form of Demand Draft or Banker's Cheque in favour of Managing Director, Uttar Pradesh Bhumi Sudhar Nigam. A complete set of bidding documents may be purchased by any interested eligible bidder on the submission of a written application to the above office on working days and time and upon payment of bid security. Tender form may be downloaded from UPBSN Website www.upbsn.org Bidding Document downloaded from website must be submitted along with bid security as mentioned above.

Qualification of Firm for Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners

1. Profile of the Firm.
2. Permanent Account Number.
3. Service Tax Registration Number.
4. Power of attorney of the Firms's authorized person in case of signatory is other than Proprietor of the firm.
5. Details of the Government Organization to whom service provided in context to AMC of Air Conditioners with name and supported with relevant documents.
6. Functioning for a period minimum of two years in the State and Central Govt. Offices, as evident by ongoing contract agreement.
7. Website / E-mail / Fax / telephone / mobile number

Bid Price

- a) The contract shall be for the Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes shall be applicable as per prevalent laws of the land.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices shall be quoted in Indian Rupees only.
- e) Each bidder shall submit only one quotation.

Validity of Quotation

Quotation shall remain valid for a period not less than 180 days after the deadline date specified for submission.

Evaluation of Quotations

The Corporation will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed ; and
- (b) conform to the terms and conditions, and specifications.
- (c) The entire proposal will be evaluated as single package.

Award of contract

1. The Corporation will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

2. Notwithstanding the above, the Corporation reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
3. The bidder whose bid is accepted will be notified of the award of contract by the Corporation prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

Performance Guarantee/ Security

1. Within 21 days after receipt of the Letter regarding award of contract, the successful Bidder shall deliver to the Corporation a Performance Security acceptable to the Corporation shall be the 10% amount of the successful bidder and in the form of Bank Guarantee.
2. Failure of the successful Bidder to comply with the above mentioned requirements of Performance Guarantee/Security shall constitute sufficient grounds for cancellation of the award and forfeiture of the Bid Security.

Payment

1. The firm will submit the bill of the preceding quarter in triplicate in the 1st first week of the succeeding month.
2. The payment would be released by the Corporation in 30 days from the date of receipt of bill after deducting the prevalent tax at source.
3. The payment will be made only through NEFT for that the selected firm/company will have to provide Bank detail in the Proposal Submission Form.
4. No advance payment shall be made. The payment shall be made in accordance with the Terms and Conditions of Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners.

LIABILITY OF FIRM FOR LOSSES, ETC., SUFFERED BY CORPORATION:

(a) The firm shall be liable for all costs, damages, demurrages, expenses suffered or incurred by the Corporation due to the firm's negligence and unworkman like performance of any services under this contract or breach of any terms thereof or their failure to carry out the work, and for all difficulties occasioned to the Corporation or in particular to any health hazards, property belonging to the Corporation due to any act whether negligent or otherwise of the firm themselves or their employees.

(b) The firm shall be responsible for the safety of office equipment and record of the office during works which operate and keep by the firm's workmen in premises. The Corporation will be the sole judge for determining after taking into consideration all the relevant circumstances, the quantum and value of loss, and also as regards the liability of the firm for such loss, and the amount to be recovered from them. The decision of the corporation in this regard shall be final and binding on the firm.

(c) In case service engineer deputed by the firm, causes any damage, loss to the office equipment by commission, omission or any other negligence act, the amount of the loss will be borne by selected firm as per current/prevaling price.

Terms and Conditions of Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners

1. The contract price shall be payable to the firm in four parts of the total amount of the contract i.e. after completion of works against performance reports and producing bill in duplicate to the Corporation after every quarter. The payment will be made through RTGS only.
2. The scope of work under Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners installed in the Corporation includes repair and maintenance of Air Conditioners and Stabilizers connected with the AC's, including free replacement of all spares/consumables/wiring upto AC socket, if required during maintenance contract period.
3. The work under Comprehensive Annual Maintenance Contract (AMC) also includes overhauling/service of complete set of Air Conditioners installed in the Corporation, atleast two times in the contract period as well as whenever required.
4. The Comprehensive Annual Maintenance Contract (AMC) will also include switching of cooling mode of Air Conditioner to heating mode during winter season and again heating mode to cooling mode during summer season in the Air Conditioners having provision available.
5. This Comprehensive Annual Maintenance Contract (AMC) is for deputation of engineer at site, replacement and repairs of spare, consumables and service center repairs of sub-assemblies of Air Conditioners and stabilizers connected with the Air Conditioners are part of the contract.
6. Trained and qualified service engineer of the firm will visit the corporation for regular check-up of Air Conditioners atleast four times within twelve months from the date of contract.
7. Schedule of visit for every quarter will be in the first week of that quarter that should be any working day.
8. During each visit, service engineer will inspect all the AC's installed in the corporation. Parts requiring replacement will be changed from firm's stock.
9. Corporation will nominate person from his organisation to co-ordinate with service engineer and sign the reports.
10. Firm shall attend to stoppages and malfunctions, during normal working hours on normal working days and holidays which is reported by or for the corporation at no additional charge.
11. Firm's service engineer will provide suggestions to ensure Air Conditioners life are adhered to.
12. Firm's service engineer will carry with him all the tools required and corporation will provide water as required for maintenance of Air Conditioners.
13. Firm's service engineer will provide a report of inspection on the same day of visit and at every visit the firm/contractor shall give detail of the work performed in a register maintained at Corporation.
14. This contract does not necessarily mean that firm will run the AC. Normal operation will be responsibility of the corporation. Firm's service engineer will visit the Corporation periodically to inspect the AC.
15. In case of failure of the Air Conditioner the firm shall furnish requisite repair/maintenance and to make it in operation within its earliest but should not be

- delayed by 24 hours from the time of information given, through mobile/telephone or any other means.
16. In any emergency the firm shall be liable to attend at its earliest through sufficient technical personnel as and when informed through telephone/mobile or any other means.
 17. If the firm fails to repair the Air Conditioner within period specified in the contract, then a penalty to the extent of 10% of the per day contract price will be levied.
 18. If a any time during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract be prevented or delayed by reason of Force Majeure event, neither party shall, by reason of such event, be entitled to terminate this contract nor shall any party have any claim to the damages against the other in respect of such non performance or delay in performance.
 19. If a Force Majeure event occurs the firm shall promptly notify the corporation in writing, of such condition and the cause thereof. Expected work under this contract shall resume as soon as practicable after such event comes to an end or ceases to exist.
 20. The firm shall provide and update with contact number/s of office and technical staff deputed for maintenance and providing emergency services.
 21. The firm shall also ensure proper conduct of his person in office premises & before enforce prohibition of consumption of alcoholic drinks, Pan, Masala, Smoking, and loitering without work.
 22. Disputes shall be resolved on mutual consensus of both the parties.
 23. In case dispute/s not resolved on mutual consensus of both the parties and differences arising out, failing amicable settlement the matter shall be referred to the arbitration under the Arbitration Act 1940 or any modification time to time.
 24. The court of jurisdiction shall be Lucknow only.

Date:

Signature & Seal of Bidder
Name of Firm:

Proposal Submission Form

1	The Corporation is Uttar Pradesh Bhumi Sudhar Nigam, TC/19V, Vibhuti Khand, Gomti Nagar, Lucknow – 226010 (U.P.)																										
2	The Intended Completion Date for Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners is One Year from date of award of contract and can be extended by the competent authority further for the period of one year on the basis of satisfactory performance and mutual consent of both the parties.																										
3	The Project is "U.P. Sodic Land Reclamation III Project" Financial Assistance - International Development Association , the World Bank The Borrower is Govt. of India. The credit number is Cr. 4640-IN.																										
4	The Qualification Information forms to be submitted are as follows:																										
S.No.	Descriptions	Status																									
I	Constitution or legal status/ Profile of the Firm Website E-mail Fax Telephone Number Mobile Number	Give details and annex the self attested copies of the related documents.																									
II a b	Registration of the Firm If yes, give place of registration and submit copy of registration 1. PAN 2. Service Tax Registration Number.	Yes or No, Annex the self attested copies of the related documents.																									
III	Principal place of business of the Firms & Branch office.																										
IV	Power of attorney of the Firms's authorized person in case of signatory is other than Proprietor of the firm.	Annex the relevant documents.																									
V	Do firm is well equipped for Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners	Yes /No																									
VI	Locations of Offices																										
VII	Details of total service Personnel, working in firm																										
VIII	Whether, the Firm have involved in any litigation during the last five years	Yes/No If yes, give the details: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 15%;">Year</th> <th style="width: 15%;">Nature of Dispute</th> <th style="width: 30%;">Name of the Employer</th> <th style="width: 20%;">Value (in Rs.)</th> </tr> </thead> <tbody> <tr> <td>2009-10</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2010-11</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2011-12</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2012-13</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2013-14</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> If no, submit an affidavit on the non-		Year	Nature of Dispute	Name of the Employer	Value (in Rs.)	2009-10				2010-11				2011-12				2012-13				2013-14			
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		judicial stamp.						
IX	Whether, the Firm blacklisted by any Employer during the last five years	Yest/No If yes, give the details. If no, submit an Notary affidavit on the non-judicial stamp of Rupees Ten.						
X	Experience of minimum two years handling similar nature of work in the Government Project /PSU of State and Central Government offices, as evident by ongoing contract agreement.	1. 2. 3. Submit the relevant documents.						
XI	Details of infrastructure of the Firm.	<table border="1"> <tr> <td>Details of Infrastructure</td> </tr> <tr> <td> </td> </tr> <tr> <td> </td> </tr> <tr> <td> </td> </tr> <tr> <td> </td> </tr> </table>		Details of Infrastructure				
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XII	Details of Bank Account of Firm: Name of Bank Branch name of Bank Nature of Account Account Number IFS Code							
XIII	Detail of Bid Security Demand Draft/ Banker's Cheque: Name of Bank: Branch name of Bank: Date: Amount: In favour of:							
Sl.No.	Particulars	Charges (in figures)	Charges (in words)					
1.	Charges for Comprehensive Annual Maintenance Contract (AMC) of Air Conditioners							

Duties and Taxes shall be applicable as per prevalent laws of the land.

5	Submission/Opening of OFFER
	The deadline for submission of offer shall be 14-03-2016 at 16.00 hours The bid/quotation will be opened on 14-03-2016 at 17:00 hours. Bidder firm's representative may participate in the opening of Bid/Quotation.

Date:

Signature & Seal of Bidder
Name of Firm: