

**INDIAN INSTITUTE OF SCIENCE
BANGALORE- 560012**

NOTICE INVITING TENDER
No.12/CCMD/2018-19 dated 18/09/2018

NAME OF THE WORK: Comprehensive Annual Maintenance Contract for air conditioning systems in new buildings of Biological Sciences, Physical Sciences and Nano Science & Engineering, Indian Institute of Science, Bangalore, invites sealed and super scribed bids in two bid systems from experienced and reputed Air Conditioning System contractors for Comprehensive Annual Maintenance Contract for air conditioning systems.

IMPORTANT INFORMATION

Name of the Work	Comprehensive Annual Maintenance Contract for air conditioning systems in new buildings of Biological Sciences, Physical Sciences and Nano Science & Engineering, Indian Institute of Science, Bangalore
Bid security / Earnest Money Deposit (EMD)	Rs.50,000/- (EMD in a separate envelop, shall be part of the Technical Bid) by a Demand Draft in favour of "The Registrar, Indian Institute of Science, Bangalore" payable at Bangalore.
Estimated cost of AMC	Rs. 36 LAKHS PER ANNUM
Cost of Tender Fees	Rs.5000/-
Issue of BID documents	From 03.10.2018 - to be downloaded from http://www.iisc.ac.in/business-with-iisc/tenders/
Pre-bid meeting	15.10.2018 By 1500 hrs. Venue: Office of CCMD, Indian Institute of Science, Bangalore – 560 012
Last date & time of Submission of completed Bids	29.10.2018 By 1500 hrs.
Date & time of opening of Technical Bids	29.10.10.2018 By 1530 hrs.
Date & time of opening of Financial bid	To be intimated separately to technically successful bidders only.
Address for communication in connection with this BID	Centre for Campus Management and Development Indian Institute of Science Bangalore- 560012 Phone – 080 22932203

Note:

1. All the interested parties are requested to visit the site before bidding for proper assessment of the subject work. The installations shall be taken over as it ware basis.
2. The pages of complete document/tender must be serially numbered in chronological order before submission.

ELIGIBILITY CRITERIA:

- 1) Prospective vendors shall have well experienced in similar type of works with Central/State/PSU/ Govt. Societies or worked with MNC's multi-storied office complex/well known organizations.
- 2) Average annual financial turnover during the last five years, ending 31st March of the previous financial year, should be not less than Rs. 30,00,000/- .
- 3) Experience of having successfully completed similar works for comprehensive maintenance during last 5 years ending last day of month previous to the one which application are invited should be either of the following:-
 - a. Three similar completed works costing not less than Rs. 8 lakhs.
 - b. Two similar completed works costing not less than Rs. 10 lakhs.
 - c. One similar completed works costing not less than Rs. 15 lakhs.
- 4) The Tender is consisting of two parts:
 - PART I- TECHNICAL BID
 - PART II- FINANCIAL BID

BID SUBMISSION:

The sealed and super scribed Bid must reach **Project Engineer cum Estate Officer, CCMD, Indian Institute of Science, Bangalore-560012**, completed in all respects, latest by **29.10.2018, 15.00 hrs** and **technical bids will be opened at 15.30 Hrs on the same day**. Bids received after the above-mentioned time and date shall not be accepted. Any Bid document submitted through post/courier is at the risk of the bidders, Stores and Purchase Section, IISc is not responsible for any delay/loss.

The Bids should be submitted in two parts in separate sealed envelopes. Part I (Technical Bid) will comprise acceptance of our terms & conditions of contract, form of particulars duly filled in, copy of PAN Card, GST Registration Certificate. Details of manpower available, details of tools and tackles available for executing similar jobs, Earnest Money Deposit of **Rs.50,000/-(Rupees Fifty Thousands Only)**, **Tender Fee of Rs. 5000/- (Rupees Five Thousand Only)** and other supporting documents indicating the proof of having provided similar services to Govt. Departments / Public Sectors Undertakings/ well known & reputed companies. The contract agency should submit audited balance sheet and profit and loss statements along with **a separate certificate from Chartered Account stating turn over for the last five years**

Documents indicated in check list of Part I (Technical Bid) of Bid must be submitted. Bidders who are found competent on the basis of information submitted in **Part –I(Technical Bid)** will only be considered for opening of financial bid. The envelopes must be super scribed with the following information:

Both the envelopes should be securely sealed and stamped separately and clearly marked as **Envelope No.1- Technical Bid (EMD &Eligibility Criteria)** and **Envelope No.2- Financial Bid** respectively. Both the sealed envelopes should be placed in a third larger envelope clearly mentioning Bid for Comprehensive Annual maintenance contract for Air-Conditioning Systems in New Building of Biological Science, Physical Sciences and Nano Science & Engineering. Along with Bid Reference No., Due Date, Name of Bidder, Technical and Financial bid in separate envelop inside etc.

It may please be noted that

- a) Your Financial quote shall be inclusive of all taxes
- b) incomplete bids shall be treated as non-responsive and shall be summarily rejected.

PART I (TECHNICAL BID)

GENERAL TERMS AND CONDITIONS (GTC)

1. Sealed Bids in two bid system i.e. Technical Bid along with EMD, Tender fees & Financial Bid separately, are hereby invited for the work of Comprehensive Annual maintenance contract for Air-Conditioning System in New Building of Biological Sciences, Physical Sciences and Nano Science & Engineering from the contractors worked with well known reputed companies/MNCs successfully carried out as per eligibility criteria. The Bidders are required to produce proof of fulfilling these conditions. Copy of work orders must be enclosed.
2. **The contract shall be in force for initial period of one year and may be extendable further based on performance of previous year keeping other terms and conditions as per PO. The contract can be terminated by either party by issuing one-month advance notice in writing.**
3. Bids must be received by **Centre for Campus Management and Development Office, IISc, Bangalore** at the address given not later than the date and time specified on the cover page. In the event of the specified date for submission of bids being declared a holiday for **IISc**, the bids will be received up to the appointed time on the next working day.
4. Bidders shall inspect the site in advance before quoting the rates, since they will be responsible for break down free services for Comprehensive Annual maintenance contract for Air-Conditioning Systems in New Buildings of Biological Sciences, Physical Sciences and Nano Science & Engineering.
5. Earnest money is liable to be forfeited, if the contractor selected for the work fails to sign the formal agreement within 20 days from the date of issue of work award letter.
6. Bids which do not fulfill all or any of the conditions or are incomplete in any respect are liable to summarily rejected.
7. Duly filled Bid along with earnest money by Subscribing for Comprehensive Annual Maintenance contract for Air-Conditioning System in New Buildings of Biological Sciences, Physical Sciences and Nano Science & Engineering on the envelope duly sealed should be sent to:

Centre for Campus Management and Development
Indian Institute of Science
Bangalore- 560012

8. **Bid Validity:** The Bids shall be valid for 90 days from the last date of submission of Bids.
9. **Earnest Money Deposit (EMD) & Tender Fees**
 - 9.1. The Tender fee of Rs. 5,000/- (Five Thousand only) and the Earnest Money amounting to **Rs.50,000/-** (Rupees Fifty Thousand Only) by way of DD/BG of a Schedule Bank, drawn in favour of **The Registrar, IISc** payable at **Bangalore** should accompany the Bid in separate envelope along with Technical Bid. Part Bids received without EMD will be treated as invalid and rejected.
 - 9.2. The EMD will be returned to the bidder(s) whose offer is not accepted by IISc after the placing of the final order(s) on the selected bidder(s). However, if the return of EMD is delayed for any reason, no interest / penalty shall be payable to the bidder. The EMD of the successful Bidder shall be released after receipt of required security deposit from the successful bidder.
 - 9.3. The successful bidder, on award of contract / order must sign the contract / order acceptance in writing, within 20 days of award of contract / order failing which the EMD will be forfeited.

9.4. The EMD shall be forfeited:

- a) If the bidder, withdraws the bid during the period of bid validity specified in the Bid.
- b) In case a successful bidder fails to furnish the security deposit.

10. Security Deposit:

Within fifteen (15) days of the award of contract, the vendor shall furnish a Security Deposit amounting to 10% of the work order annual value by way of DD or BG from a Nationalized Bank in favour of **The Registrar, IISc**, payable at **Bangalore**. The Security Deposit will be forfeited, in case the vendor fails to execute the order to the satisfaction of IISc. The Security Deposit will remain with IISc till 60 days beyond the completion of contract duly certified by employer and will not bear any interest whatsoever and will be liable for forfeiture in case of the breach of any terms and conditions of the Contract. In case of the bank guarantee for security deposit, the validity will be fourteen months (12 +2 months) from the date of letter of award/commencement of work whichever is later. The BG will be executed for extended period also.

11. IISc does not bind itself to accept the lowest or any Bid and reserves the right of accepting the whole or any part of the Bid and the Bidder shall be bound to perform the same at the rates quoted.
12. Canvassing in connection with the Bids is prohibited and the Bids submitted by the bidder/contractor who resort to canvassing are liable for rejection.
13. The Bidder shall quote rates both in figures and words. He shall also workout the amount for each item of work and writes in both figures and words. On check if there are differences between the rates quoted by the Bidder in words and in figures or in the amount worked out by him, the following procedure shall be followed: -
 - 13.1. When there is a difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the Bidder shall be taken as correct.
 - 13.2. When the amount of an item is not worked out by the Bidder or it does not correspond with the rate written either in figures or in words, the rate quoted by the Bidder in words shall be taken as correct.
 - 13.3. When rate quoted by the Bidder in figures and in words tallies, but the amount is not worked out correctly the rate quoted by the Bidder shall be taken as correct and not the amount.
14. Before Bidding, the Bidder shall inspect the site to fully acquaint himself about the equipment's & condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools, tackles & plant etc., conditions affecting accommodation and movement of labour etc. required for satisfactory execution of the work contract. No claim whatsoever on such account shall be entertained by the employer under any circumstances.
15. The rates quoted in the Bid should be inclusive of all taxes, including GST. The necessary deductions on account of income tax, service tax etc. will be deducted at source, as applicable, as per Government Rules from the bills submitted by the Contractor and necessary TDS certificate will be issued.
16. EMD will be forfeited if the contractor fails to commence the work as per Letter of Award
17. Bidder should not write any conditions or make any changes, additions, alterations and modifications in the printed form of Bids. Bidders who are desirous to offer rebate the same should be brought out separately in the covering letter and submitted along with the Bid except wherever needed after referring the details of the Bid and if asked for. Correction / overwriting should be countersigned by the Bidder.

18. The contractor will have to enter into agreement with IISc within 20 days of Letter of Acceptance. The agreement is to be executed on adequate stamp paper. Cost of stamp paper will be borne by the contractor.
19. IISc reserves the right to accept or reject any Bid in full or in part without assigning any reason.
20. The conditions beyond contractors control such as, but not limited to, war, strikes, fires, flood, governmental restrictions or power failures, damages etc, shall not be deemed a breach of the contract.
21. Except where otherwise provided in the contract, all questions and disputes relating to the meaning of the specifications, and instruction herein before mentioned and as to the quality of the materials, as to any question, claim, right, matter or thing whatsoever, in any way arising out of or relating to the contract, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution of the same whether arising during the process of the work or after the completion or abandonment thereof shall be referred to the sole arbitration of a person nominated by the Registrar of IISc and if he is unable or unwilling to act to as the Sole Arbitrator or some other person appointed by him willing to act as such arbitrator. The submission shall be deemed to be submission to Arbitration under the meaning of the Arbitration Act, 1996 or any subsequent amendments of enactment thereof for the time being in force, conclusive and binding on all parties of the contract.
22. The contractor shall make good all the damages caused to the machinery due to negligent maintenance and at the end of contract period he shall hand over plant and all equipment in the contract scope in good working condition.
23. All necessary tools tackles should be provided by the contractor to his maintenance staff at his own cost. The Contractor / bidder shall either have in possession or shall arrange the required necessary sets of spanners, testing equipment etc. with the technicians.
24. The surrounding areas with machinery will be kept neat & clean. Cleaning agents such as soap, detergent, cotton waste etc. will be provided by the contractor.
25. The rate shall be fixed for entire duration of the contract.
26. **LEGAL JURISDICTION** – In case of any dispute the Courts of Bangalore alone shall have the territorial jurisdiction to adjudicate upon the matter arising out of this contract.

DESCRIPTION OF COMPLETE SYSTEMS FOR MAINTENANCE

- 1) **SCOPE OF WORK:** The scope of work as mentioned below are the minimum expected from the firm / agency / contractor apart from break down maintenance and any other work required for maintenance in proper way as per the operation & maintenance manuals of respective equipment and as per good engineering practices will be required to be done under this scope of work. Successful bidder will make Proforma for recording the following minimum work schedule/parameters and show to the employer to ensure proper accomplishment of these tasks.
- 2) A Technically competent staff shall be deputed by the agency/contractor/frim on all working days for regular monitoring and maintenance.
- 3) Comprehensive Annual Maintenance Contract for air conditioning systems in new buildings of Biological Sciences, Physical Sciences and Nano Science & Engineering, Indian Institute of Science, Bangalore
- 4) All the equipment's/installations shall always be kept in good and trouble free operating conditions.

- 5) All the required record for break-downs/repairs and maintenance etc. shall be maintained in the form of history books, logbooks etc. as per directions.
- 6) All the maintenance works shall be carried out in accordance with the manufacturer's specifications and instructions of the Assistant Registrar (S&P).
- 7) If for any reason any equipment is required to be repaired from any outside agency or in any workshop, the same shall be arranged by the agency at his own cost with in the quoted prices.

WATCH & WARD

- 8) Watch and Ward of their material, machineries and system etc. till end of the contract shall be the sole responsibility of the contractor and pilferage etc. shall be entirely to his account.

DAMAGE CAUSED TO INSTALLATION

- 9) In case of any damage caused to the installation due to negligence, carelessness or inefficiency of staff of the firm the contractor shall be responsible to make good the loss. Decision of the Asst. Registrar (S&P) shall be final & binding on the contractor.

10) QUARTERLY MAINTENANCE:

- a) Checking / setting / rectification of all safety and automatic controls.
- b) Cleaning of strainers.
- c) Maintenance of Air Blowers, Fresh Air & Exhaust Air Fans and their Balancing, if required. Observe the operation of all the dampers and make necessary adjustment in linkage and blade orientation for proper operation.
- d) Functional checks & calibration of all gauges, switches, thermostats, humidistat and other instruments rectification of the same if required.
- e) Any other job required to be attended during course of checking / as per OEM and to keep the plant in perfectly working conditions.
- f) Maintenance of all Electrical equipment Feeders, Panels, Bus Bars, Cubicles, Motors, Heaters, Circuit Breakers, Power Points, etc. pertaining to Biological Building as per standard electrical maintenance practice and as directed by concerned maintenance engineer. The maintenance and repairing of motors, Software re installation (if required) etc. are also within the Vendor's scope of work.
- g) The gas charging in Biological Building will be executed by vendor, if required.

NOTE: All the equipment's/installations shall always be kept in good and trouble free operating conditions. All the required record for break-downs/repairs and maintenance etc. shall be maintained in the form of history books and logbooks etc. as per directions.

All the maintenance works shall be carried out in accordance with the manufacturer's specifications and instructions of the Administrative Officer or his representative.

10. TOOLS & PLANTS:

All the general & special tools, tackles required for proper maintenance and repairs/break down etc, shall be arranged by the contractor at his own cost.

11. CONSUMABLES:

- a) The rates shall be all inclusive of establishment as well as spares and consumables as per schedule of work. The contractor is required to assess the probable quantity of all types of spares and consumables likely to be required for replacement for keeping all the installations in good working conditions and include the lump sum cost of these spares & consumables. Nothing extra on any account shall be payable over and above the approved all-inclusive comprehensive rates of the contract.
- b) The consumables and spares shall be of best standard quality purchased from the original manufactures or authorized dealers only and shall be approved by the Assistant Registrar (S&P) before use. Biological Buildings may direct the contractor to use consumables of its choice from the listed/approved vendors.
- c) All spares and consumables shall be arranged by the contractor for which nothing extra shall be payable.
- d) A list shall be prepared by the Contractor for major & minor spares consumables and the decision of Biological Building regarding the major/minor consumables shall be final.
- e) Replaced parts/ spares, used brunt oil etc will be property of vendor. It is his responsibility to disposed of immediately.

12. PENALTY CLAUSE:

- a) If work is not done as per above schedule or any system is not functioning then a penalty @ rate of Rs.500 /- per day shall be imposed on contractor for each location separately and will be deducted from the AMC amount due to the contractor and if unsatisfactory performance is continued for more than two days as felt by the Centre and AMC is liable to be terminated and final decision for this shall rest with the Assistant Registrar, Purchase Section.
- b) If the contractor is NOT able to locate and rectify the fault and the reasons attributable to nonperformance of contractor as assessed by officials nominated by Purchase Section, the penalty clause is applicable as System remained non-functional **for 2 hrs or more**. The penalty will be Rs.1000/-per day.
- c) If contractor is not able to rectify the fault, then the same may be got done through some other agency at the risk and cost of contractor failing which the same amount will be deducted from AMC bill in addition to the penalty as stipulated above will also be imposed. However, the decision of the Purchase Section in this regard shall be final and binding.

13. DETAILED TERMS AND CONDITIONS FOR PROVIDING AMC & ALL INCLUSIVE MAINTENANCE OF AIR CONDITIONS SYSTEMS:

- a) The contractors shall be responsible for the safety of his/her man power, all the items of furniture, plants, office equipment and other fittings provided in the premises and shall be liable to make good any loss to the same if damaged during the execution of their duties which shall be recoverable from their bill or other dues payable to the contractors by the company.
- b) The monthly bills for the service shall be submitted by the contractors at the end of every month and the same will be settled by Purchase Section after due scrutiny only.
- c) The contractors should deploy the personnel after screening/approval from Purchase Section.

- d) The contractor shall be responsible for the good conduct and behavior of his employees. If any employee of the contractor is found misbehaving with the supervisory staff or any other staff member, the contractor shall terminate the services of such employees at their own risk and responsibility on the recommendation of the Assistant Registrar (S&P). The contractor shall issue necessary instruction to his/its employees to act upon the instructions given by the supervisory staff of office building.
- e) Corrupt or Fraudulent Practices: Bidders & Suppliers shall observe the highest standard of ethics during the procurement and execution of the contract.
- f) Any material required for making good the damages will be brought by the contractor at his own cost and risk, and such material should be of proper brand and of good quality.
- g) The firm will be responsible for the security/insurance of their staff working at site and Purchase Section will not be responsible in any manner incase of any accident / miss happenings.
- h) Technical evaluation committee during technical evaluation will also review the past performance of the contractor before making them technically qualified etc.

14. ADDITIONAL TERMS AND CONDITIONS:

- a) The contractors should visit the site and acquaint themselves of the conditions existing, restrictions in movements / working hour's security aspects, Condition of the plant equipment to be maintained / operated, before quoting for the job. No complaint of loss of labour, items of work not included, scope of work variation etc. will be entertained in handling similar works and should attach copies of cases handled by them along with performance certificate.
- b) They shall be responsible for any periodic statutory inspection to be carried out on the equipment necessary test report and certificate rectification of defects, pointed during such inspection etc.
- c) Contractors should follow all safety norms and provide necessary safety equipment at their own cost. In case of any accident during the maintenance of the equipment leading to injuries / damages to human beings equipment and / or loss of life, the contractor shall be fully responsible for setting all claims and indemnify the Centre against any claims arising out of such accidents. Consequent damages to other systems will however be recoverable from the contractor.
- d) This contract can be terminated by the IISc without assigning any reasons by giving a notice period of 30 days at any time during the period of contract. No claim for any compensation will however be entertained due to such termination prior to the expiry of stipulated period of contract.

15. PAYMENTS:

- a) **PAYMENT TERMS:** Payment shall be made on monthly basis after submission of bills in the succeeding months after due scrutiny and examination.
- b) If performance is not found satisfactory, payment for that month will be forfeited and if un-satisfactory performance is continued then contract is liable to be terminated. The bill should be presented at the end of every month inclusive of all taxes.
- c) **Bill Submission to CCMD office :** Comprehensive Annual Maintenance Contract for air conditioning systems in new buildings of Biological Sciences, Physical Sciences and Nano Science & Engineering, Indian Institute of Science, Bangalore
- d) **PAYING AUTHORITY:** The Financial Controller, Finance & Accounts, Indian Institute of Science, Bangalore 560 012.

16. PERIOD OF CONTRACT :

The contract shall be in force for initial period of one year and may be extendable further for two years based on performance of previous year contract keeping other terms and conditions same. The contract can be terminated by either party by issuing one-month advance notice in writing.

17. VALIDITY OF PERFORMANCE SECURITY

Till Expiry of the Contract/extended period with sixty days as claim period.

FORMS

VARIOUS FORMS TO BE FILLED BY THE BIDDER GENERAL INFORMATION ABOUT THE BIDDER (To be submitted in Envelop No. 1)

1	Name of the Company	
1a	Postal Address	
1b	Telephone / FAX No.	
1c	E-mail address & Website	
2	Type of Company: Attach Proof of Company Registration along with a copy of the Partnership Deed / Article of Association and Memorandum of Understanding Proprietorship / Partnership / Private Limited / Public Limited	
3	Name and designation of the representative of the Bidder to whom all reference shall be made to expedite technical co-ordination.	
4	Has the company / firm to pay arrear of income tax? if yes, up to what amount	
5	Has any Govt. Dept / Undertaking ever debarred the company/ firm from executing any work?	
6	Reference of any other information attached by the company (give details of attachment)	

DECLARATION OF THE BIDDER

(To be submitted in Envelop No. 1)

I/We, hereby declare that I/We have made myself / ourselves thoroughly conversant with the site conditions, local conditions regarding all materials and Labour of which I/We have based my/our rates of this work. The specification, conditions, results and lead of manpower on this work have been carefully studied and understood by me/us before submitting this Bid.

In case, if I/We fail to complete the work in stipulated time schedule, the penalty shall be levied as per contract condition.

I/We declare on solemn affirmation that whatever information submitted in this Bid is true and correct to the best of my knowledge and belief.

I/We hereby certify that my/our firm has not been disqualified by any office/Department/undertaking of the state/central Govt. of India at any time for providing manpower services or services of any description.

Place:

Date:

(Signature of the bidder

Managing partner / with

Rubber stamp of the firm)

Sign and Seal of Contractor

FORM 2

**Detail of the similar works in hand
(To be submitted in Envelop No. 1)**

Sl.No.	Name of Customer	Description of Work	Start	completion	Remarks

Note :- Copies of work orders should be attached with this information.

FORM-3

List of work related Equipment, Machinery and tools tackles etc

immediately available with the Bidder for use on this work.

(To be submitted in Envelop No. 1)

Sl.No	Description	Make	Date/ Cost of Purchase	Function / Purpose	Remarks

FORM 4

**Details of works of similar type executed by the bidder during the last 5 years
(To be submitted in Envelop No. 1)**

Sl.No.	Name of the Company with full address, phone, fax and name of contact person	Work Description	Ref. & Date of the order	Work Order Value	Details of Order & its Configuration	Start	Completion

Note: Copies of work done certificate and work order should be attached.

FORM 5

**Details of technical personnel with the bidder who will be deployed for this work
(To be submitted in Envelop No. 1)**

Sl.No.	Name of the person	Qualification	Whether working in Field or in Office	Mode of employment & Experience	Period for which the person is working with the Bidder	Remarks

CHECKLIST OF ESSENTIAL DOCUMENTS TO BE SUBMITTED IN PART – I (Envelop 1) OF BID

PART – I (Technical Bid)

Essential Documents:-

Sl.No.	Name of Document	Pg. No.
1	Earnest Money Deposit of Rs.50,000/- and Tender fee of Rs.5,000/- in the form of Demand Draft payable in favour of Registrar, Indian Institute of Science payable at Bangalore-560012	
2	Form of particulars duly filled & Signed (1 to 5)	
3	<i>Declaration Form :</i> Acceptance of general Terms and Conditions of the Contract duly signed in by the tenderer /bidder	
4	Copy of Income-tax PAN Card, GST registration certificate	
5	Copies of Work Orders & Certificate Indicating proof of having requisite Experience of Operation and All Inclusive Comprehensive Maintenance for the subject work in Govt. Firms/Public Sector undertakings /reputed organizations during last seven years. As per eligibility criteria	
6	Copy of Service Tax Registration Certificate No. and Date of Issue	
7	Affidavit/Declaration of Proprietor that he is the sole proprietor of the firm! Memorandum and Article of Association/Partnership Deed, whichever is applicable.	
8	Copy of IT Returns and audited balance sheet and profit and Loss statements for the previous three years along with a separate certificate from Chartered Account stating turn over for the last three years	
9	Mention the number of Qualified employees & qualifications on the roll of the bidder	
10	Bid documents in original duly filled in and signed by Bidder/Tenderer or his authorized Representative along with seal on each page.	
11	Mention the tools & equipments owned by the bidder	
12	Have you attached the proof of authorization to sign on behalf of the bidder in the Technical Bid ?	
13	Have your Technical Bid been packed as per the requirements of the Tender ?	
14	Have you submitted Financial bid (inclusive of all taxes) in Envelop 2	

Price quotations will be opened only of those parties who submit all essential documents indicated in the checklist of Part-I (Technical Bid). All documents submitted in the bid must be serially numbered in chronological order.

**PART-II
PRICE BID**

(To be submitted in Envelop No. 2)

**Sub: Comprehensive Annual maintenance contract for“COMPREHENSIVE AMC FOR AIR
CONDITIONING SYSTEMS IN NEW BUILDINGS OF BIOLOGICAL SCIENCES, PHYSICAL SCIENCES AND
NANO SCIENCE & ENGINEERING”**

We have studied the Bid document No. datedfor the subject mentioned work and we accept all terms & conditions specified under the heading" General Terms & Conditions of Bid and Contract".

We hereby confirm that we will provide services as per the orders placed on us from time to time promptly. We also understand that in case of our failure to execute the order, will be free to make alternate arrangements at our risk and cost. We also confirm that in case of unsatisfactory services, Purchase Section IISc has the right to take any legal course of action against us.

We agree to provide the services for the subject work for all necessary all inclusive comprehensive maintenance services as per the rates quoted by us.

We confirm that our quotations will be valid for 90 days from the date of submission of Bid.

Signature (Name of Bidder along
With Rubber Stamp of the firm)

Place:

Date:

PART – 2 - FINANCIAL BID (Envelop 2)

Sub:- Comprehensive Annual maintenance contract for COMPREHENSIVE AMC FOR AIR CONDITIONING SYSTEMS IN NEW BUILDINGS OF BIOLOGICAL SCIENCES, PHYSICAL SCIENCES AND NANO SCIENCE & ENGINEERING.

Sl.No	Description of work	Departments	Unit	Amount per month	Amount Per annum
	“COMPREHENSIVE AMC FOR AIR CONDITIONING SYSTEMS IN NEW BUILDINGS OF BIOLOGICAL SCIENCES, PHYSICAL SCIENCES AND NANO SCIENCE & ENGINEERING” (for detail description of equipment’s and quantities shall refer annexure -1)	Physical Science			
		Nano Science			
		Biological Science			
	Total				

Amt. in words (.....)

(Signature of the bidder)

Note: Quote shall be inclusive of all taxes

Name: _____

Place: _____

Date : _____

Seal

ANNEXURE-1

Detailed description of Equipment's:

Location	Sl. No.	Description of Equipment	HP/TR	Qty
PHYSICAL SCIENCE	1	MDV-D252 W/SN1	8 HP-ODU	4
	2	MDV-D280 W/SN1	10 HP-ODU	6
	3	MDV-D335 W/SN1	12 HP-ODU	5
	4	MDV-D400 W/SN1	14 HP-ODU	1
	5	MDV-D450 W/SN1	16 HP-ODU	2
	6	MDV-D56T2/CN1	1.5TR-IDU	1
	7	MDV-D71T1/CN1	2.0TR-IDU	2
	8	MDV-D90T1/CN1	2.5TR-IDU	2
	9	MDV-D112T1/CN1	3.0TR-IDU	6
	10	MDV-D140T1/CN1	4.0TR-IDU	5
	11	MDV-D250T1/CN1	6.0TR-IDU	13
	12	MDV-D280T1/CN1	8.0TR-IDU	5
	13	Precision Unit 1250 CFM (R134a)	5TR	2
NANO BLOCK	1	MDV-d280 W/SN1	10 HP -ODU	10
	2	MDV-D335 W/SN1	12 HP-ODU	6
	3	MDV-D400 W/SN1	14 HP-ODU	4
	4	MDV-D450 W/SN1	16 HP-ODU	8
	5	MDV-D140T1/CN1	4.0TR-IDU	2
	6	MDV-D200T1/N1	5.0TR-IDU	9
	7	MDV-D250T1/CN1	6.0TR-IDU	24
	8	MDV-D280T1/CN1	8.0TR-IDU	24
	9	Precision Unit 5100 CFM (R134a)	7.5 TR	1
	10	Precision Unit 9600 CFM (R134a)	20TR	2
	11	44 TR Voltas Chiller (ACDS040DPMN2X2/R407c)	44 TR	2
	12	Ventilation Unit	1500CFM	3
	13	Ventilation Unit	2000CFM	2
	14	Ventilation Unit	4000CFM	10
	15	Ventilation Unit	6000CFM	2
	16	Primary Pump	3 HP	2
	17	Secondary Pump	3 HP	2
BIOLOGICAL SCIENCE	1	MDV-D280 W/SN1	10 HP -ODU	30
	2	MDV-D335 W/SN1	12 HP-ODU	9
	3	MDV-D400 W/SN1	14 HP-ODU	13
	4	MDV-D450 W/SN1	16 HP-ODU	35
	5	MDV-D71T1/N1	2.0TR-IDU	44
	6	MDV-D112T1/N1	3.0TR-IDU	21
	7	MDV-D140T1/CN1	4.0TR-IDU	1
	8	MDV-D200T1/N1	5.0TR-IDU	3
	9	MDV-D250T1/CN1	6.0TR-IDU	68
	10	MDV-D280T1/CN1	8.0TR-IDU	97
	11	Precision Unit (R134a)	5 TR	2

	12	Ventilation Unit	1200CFM	6
	13	Ventilation unit	2000CFM	15
	14	Ventilation Unit	2400CFM	4
	15	Ventilation Unit	4450CFM	1
	16	Ventilation unit	12000CFM	3

Note: Bidders are advised to visit the site for verification of complete system. Variations in quantities of equipment w.r.t as given above are likely to occur as per IISc requirement and during the period of Contract.

Annexure- II
BANK GUARANTEE

The Project Engineer cum Estate Officer
CCMD
Indian Institute of Sciences
Bangalore-560012

(With due stamp duty if applicable)

OUR LETTER OF GUARANTEE No. : _____

In consideration of Information and Purchase Section, having its office at Bangalore, (hereinafter referred to as "Purchase Section" which expression shall unless repugnant to the content or meaning thereof include all its successors, administrators and executors) and having entered into an agreement dated _____/issued service contract No. _____ dated _____ with/on M/s _____ (hereinafter referred to as "The Service provider" which expression unless repugnant to the content or meaning thereof, shall include all the successors, administrators, and executors).

WHEREAS the service provider having unequivocally accepted to provide the services as per terms and conditions given in the Agreement dated _____/Service Contract No. _____ dated _____ and Purchase Section having agreed that the Serviceprovider shall furnish to Purchase Section a Performance Guarantee for the faithful performance of the entirecontract, to the extent of 10% (ten percent) of the value of the service contract i.e. for _____.

We, _____ ("The Bank") which shall include OUR successors, administrators and executors herewith establish an irrevocable Letter/Against Delivery of Guarantee No. _____ in your favour for account of _____ (The Service provider) in cover of performance guarantee in accordance with the terms and conditions of the Agreement/ Service Contract.

Hereby, we undertake to pay upto but not exceeding _____ (say _____ only) upon receipt by us of your first written demand accompanied by your declaration stating that the amount claimed is due by reason of the Service provider having failed to perform the Agreement and despite any contestation on the part of above named Service provider.

This Letter of Guarantee will expire on _____ including 60 days of claim period and any claimsmade hereunder must be received by us on or before expiry date after which date this Letter of Guaranteewill become of no effect whatsoever whether returned to us or not.

Authorized Signature

Manager
Seal of Bank

ANNEXURE -III

AGREEMENT

This agreement made on between Purchase Section IISc Bangalore. (hereinafter called the employer) of the one part an.....here in after called “ The Service provider ” of the other part.

Whereas the employer is desirous that certain works should be executed i.e. Annual Maintenance Contract for operation and all Inclusive Comprehensive Maintenance of air-conditioning system for Biological Building , IISc, Bangalore.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS :

- 1. In this Agreement words and expressions have the same meanings as are respectively assigned to them in the conditions of contract there after referred to.**
- 2. The following documents shall be deemed to form and be read and construed as part of this agreement viz.**
 - a) The Tender No.**
 - b) The award letter No.**
 - c) References as mentioned in the award letter**
- 3. In consideration of the payments to be made by the employer to the contractor, the contractor hereby covenants upon to execute and maintain the works in conformity in all respects with the provisions of the contract.**

Biological Building hereby covenants to pay the consideration of, complete contract for providing Comprehensive Annual maintenance contract for “COMPREHENSIVE AMC FOR AIR CONDITIONING SYSTEMS IN NEWBUILDINGS OF BIOLOGICAL SCIENCES, PHYSICAL SCIENCES AND NANO SCIENCE & ENGINEERING” at the contract price at the times and in the manner prescribed by contract.

In witness where of the parties have hereunto set their respective hands and seals the day and year first above written.

**For & on behalf of
Service Provider**

**For & on behalf of
Biological Building.**

Witness (i)

(i)

Witness (ii)

(ii)

Date :

Place: