

# JAMIA HAMDARD

HAMDARD NAGAR, NEW DELHI - 110062

Telephone: 011-26059688-5374

## TENDER DOCUMENT

### FOR

**Repairing of Water Coolers installed**

**At**

**Different Hostels of JAMIA HAMDARD**

**Submitted by:**

**Name:**

**Address:**

**Contact No:**

**Email ID:**

**JAMIA HAMDARD  
(DEEMED TO BE UNIVERSITY)  
HAMDARD NAGAR, NEW DELHI-110062**

**NOTICE INVITING QUOTATIONS**

28.06.2023

Jamia Hamdard, New Delhi invites sealed items rates' quotations from the competent agencies for the repair of Water Coolers of different ratings installed at different locations of Jamia Hamdard. Tender Documents are attached herewith. Last date for the submission of the Tender is 05.07.2023 up to **3.00 PM**. The bidders are also advised to visit the site/machines to satisfy themselves before submitting the Bids. Eligibility Criteria is mentioned at Tender clause 2.

<b>NAME OF WORK</b>	Repair of 22 Nos. of Water Coolers installed at different hostels of Jamia Hamdard Campus.
<b>ESTIMATED COST</b>	Rs. 1.44 Lakh
<b>EARNEST MONEY</b>	Rs. 2900.00 Demand Draft in favour of "Jamia Hamdard" New Delhi
<b>TENDER COST</b>	Rs.300/- Demand Draft in favour of "Jamia Hamdard" New Delhi
<b>TIME PERIOD</b>	07 Days from the date of issue of work order.

The sealed quotations duly filled should be dropped in the Tender Box kept in Purchase Section, Admin. Block, on or before 05.07. 2023 **up to 3.00 PM** along with demand draft of earnest money & Tender fee in sealed envelope clearly specifying the name of work. The DDs shall be in favor of "Jamia Hamdard" payable at New Delhi. The bids shall be opened on 05.07.2023 at **3.30 PM** by the tender committee in presence of available interested parties. Jamia Hamdard reserves the right to reject any or all tenders without assigning any reason. In this regard, decision of Jamia Hamdard will be the final and binding on all bidders.

Registrar

## 1. SCOPE OF WORK

The successful tenderer shall be in a position to have a competent team of mechanics, tools & equipments and provide after repair services as and when required. The repairing work includes replacement of compressor, gas charging, replacement of fan motors, change of capacitors, relays, thermostat, float valve etc. The agency must ensure warranty for one season against the repairing works and for compressors & motors as per OEM warranty period.

## 2. ELIGIBILITY CRITERIA

2.1 The tenderer should be reputed contractor, worked such type of works in any reputed organization/institution or worked/working in Jamia Hamdard.

2.2 The bidder must have their office in New Delhi to provide an early service support.

2.3 The Bidders must have GST, PAN, etc.

## 3. SUBMISSION OF BIDS

Sealed quotations should be submitted in sealed envelopes, super-scribing NIQ & Name of work, due date for opening, bidder's name & address. The sealed tender duly filled should be dropped in the tender box kept in the Central Purchase Section. It should not be handed over to any employee of the Jamia Hamdard. No tender shall be accepted later than the time schedule specified above. Any clarifications/amendments/corrigendum etc., to NIQ before last date of submission of bid will only be available on our website: [www.jamiahamdard.edu](http://www.jamiahamdard.edu). Therefore, bidders are advised to keep visiting our website.

**Note:** The bidder shall submit the following:

- a. Covering letter on Company's Letter head
- b. Tender Fee
- c. Earnest Money Deposit.
- d. Copies of GST, PAN, etc.
- e. Entire NIT and documents duly signed & stamped by the bidder.
- f. Bidder not complying the bid & eligibility criteria is liable to be rejected.
- g. BOQ cited on **Annexure 'A'**
- h. Bidders are required to quote his item rates in the above said attached BOQ in accordance with the scope of works, terms & conditions & technical specifications enclosed. The rates/price quoted by contractor should be all inclusive i.e. should include all material cost, labour, services, plant/machinery/tools & tackles, ladders & scaffolding required for work, freight, Insurance, Octroi, Govt. duties & levies, GST, Service Tax, Sales Tax etc.), transport/cartage of materials/labour and all other expenses not specifically mentioned but reasonably implied. It is mandatory for bidders to quote all items' rate as asked in the BOQ/ Price schedule. Failure in not filling some item rates will lead to rejection of tender. The bidders should quote unconditional rates, neatly written without any overwriting and all pages should be duly signed & stamped.

# **1. Terms and Conditions**

1. Jamia Hamdard is at liberty to make additions/deletions/modifications/amendments in the tender document and the bidders are bound by the same.
2. The tender proposal, complete in all respects, should be signed by the authorized signatory of the bidder on all the pages of the documents at bottom right side corner as token of acceptance of the terms and conditions of the tender and for the purpose of identification. This is to ascertain that the applicant has quoted against all relevant items.
3. The Tender fee of Rs.300.00 & EMD's DD of Rs 2900.00 should be in favour of "Jamia Hamdard" payable at New Delhi. Tenders received without tender fee & EMD will be rejected without assigning any reasons. Tender fee & EMD mentioned in the tender document has to be submitted without fail. The EMD of unsuccessful tenderer will be returned after issue of work order to the successful tenderer.
4. Bidders are advised to examine and fully satisfy themselves before submitting their bids as to the nature of works to be executed and the other aspects pertaining to and/or impacting the works and shall themselves obtain all necessary information/clarification as to the risks, contingencies and other circumstances which may influence or affect the work/project.
5. The tenderer will not be entitled to any claim of compensation, financial or otherwise, for difficulties, if any, faced or losses incurred by them on account of submission of the tender.
6. The price quoted in price bid should be inclusive of all types of taxes. No extra charges will be paid over and above the contract amount on account of any taxes (existing or future addition) or on any other account.
7. The agency should give warranty of one season after repairing of the water coolers.
8. The quantum of work may be increased or decreased.
9. **Payment Terms:** Repairing work charges will be paid after satisfactory completion of the works for actual number of water coolers repaired. The payment will generally be made within 30 days from the submission of bills. However, no interest is liable to be paid by Jamia Hamdard in case of delays, if any, in payment. A security amount of 5% will be deducted from the bill as defect and liability period. This amount will be withheld for a period of 6 months.
10. Statutory deduction towards income tax and other taxes will be made at the time of making payments and @ 0.25% will be deducted from each bill towards JHERF.
11. Rate Revision is not be permitted once work order is issued to successful bidder.
12. Losses incurred due to mishandling / misplacement / theft or any malpractice by technicians during the repair, the Contractor has to reimburse / make good of the losses suffered by university due to fault of his technicians. In case of non – reimbursement / making good by the contractor, the same will be recovered from the bills by University.
13. The Courts in Delhi alone shall have exclusive jurisdiction in respect of matters arising out of this Agreement & any such litigation.
14. If any dispute or difference of any kind what so ever shall arise between Jamia Hamdard and the contractor in connection with or arising out of this contract or the execution of work there under shall be referred to an arbitrator to be appointed by mutual consent of the parties hearing. If the party cannot agree on the appointment of the Arbitrator within a period of one month from the notification by one party to the other of existence of such dispute, then the Arbitrator shall be nominated by the Vice Chancellor, Jamia Hamdard. The provisions of the Arbitration and Conciliation Act 1996 will be applicable and the award made their under shall be final and binding upon the parties hereto, subject to legal remedies available under the law. This agreement shall be governed by the Law of Govt. of India for the time being in force. The Jurisdiction shall be Delhi/New Delhi.
15. All security and safety regulations and guidelines as per the applicable of law are to be followed. All guidelines/directions of the university Security Division must be followed.

16. The contractor will be liable for any loss, damage of casualty happened to the equipment or person during work. All labor laws amended time to time by Govt. of India will be strictly followed.
17. **Cancellation of Contract in Full or in Part:**
  - 17.1 In cases of poor workmanship and non-compliance of tender/agreement or services provided by the contractor are not found to be satisfactory, the contract shall be terminated by university and the security deposit shall be forfeited without assigning any reason what so ever.
  - 17.2 The Competent Authority may, without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to Jamia Hamdard by written notice cancel the contract as a whole or in part as it may deem appropriate.
18. During working at site, some restrictions may be imposed by Engineer-in-Charge/Security staff of Jamia Hamdard or Local Authorities regarding safety and security etc., the contractor shall be bound to follow all such restrictions/instruction & nothing extra shall be payable on this account.
19. Any damage to the building or the any part of the equipment which might result during the operation shall be repaired by the contractor.
20. Any damage resulting to the system on account of the negligence or mal-operation shall be made good by the contractor. Nothing extra will be paid for such work.
21. No compensation shall be payable to the contractor for any damage caused by rains lightening, wind, storm, floods Tornado, earth quakes or other natural calamities during the execution of work. He shall make good all such damages at his own cost; and no claim on this account will be entertained.
22. No labor hutment shall be allowed in the premises. All laborers should leave the site after day's work. The security & Watch ward of site contractor materials/work etc. shall be at his cost only.
23. The materials used for carrying out the work shall be of best locally available quality and the contractor has to carry out the necessary testing of the material as ordered by the Engineer-In-Charge for its conformity and all testing charges shall be borne by the contractor.
24. The contractor shall be fully responsible for any injury or damage caused to the workmen deployed by him at site for carrying out the work and Jamia Hamdard has nothing to do with such happenings and in no way shall be held responsible for the same.
25. All communication should be addressed to the **Executive Engineer, Jamia Hamdard, Hamdard Nagar, New Delhi – 110062.**

**Signature and seal of Tenderer**

**Annexure -A**

**Price Bid of defective Water Coolers for the Repairing 22 Nos. of water coolers of various make (blue star, Sidwal, Voltas, etc.) with different capacity.**

	<b>Location</b>	<b>Make</b>	<b>Capacity</b>	<b>Qty</b>	<b>Rate</b>	<b>Amount in Rs.</b>
	<b>AMHR Girls Hostel A Block Gr. Floor</b>					
1	Gas charging, pin wall filter, relay over load switch, fan motor, service	Blue Star	400 ltr	1		
	<b>AMHR Girls hostel 1<sup>st</sup> Floor A wing</b>					
2	Gas charging, pin wall filter, thermostat, starting capacitor 100/120mfd	Sidwal	150 ltr	1		
	<b>AMHR Girls Hostel C-block (mess kitchen)</b>					
3	thermostat, starting capacitor 100/120mfd, gas charging	Sidwal	400 ltr	1		
4	<b>AMHR Girls Hostel A-Block 1<sup>st</sup> Floor</b>					
	Gas charging, pin wall filter, thermostat, starting capacitor 100/120mfd	Sidwal	150 ltr	1		
	<b>AMHR GIRLS HOSTEL C-Block 1<sup>st</sup> floor</b>					
5	Gas charging, pin wall filter, service, starting capacitor 100/120mfd	Sidwal	150 ltr	1		
	<b>AMHR Girls Hostel Block-B 2<sup>nd</sup> floor</b>					
6	Gas charging, pin wall filter, service	Sidwal	150 ltr	1		
	<b>AMHR Girls Hostel C-Block 2<sup>nd</sup> Floor</b>					
7	Starting capacitor 100/120mfd, thermostat, service	Sidwal	150 ltr	1		
	<b>AMHR Girls Hostel B-Block 4<sup>th</sup> floor</b>					
8	Gas charging, pin wall filter, starting capacitor 100/120mfd, service	Sidwal	150 ltr	1		
	<b>AMHR A-block 5<sup>th</sup> floor</b>					
9	Gas charging, relay over load switch, pin wall filter, thermostat, service	Sidwal	150 ltr	1		
	<b>AMHR Girls Hostel C-Block</b>					
10	Thermostat, starting capacitor, over load switch, service	Sidwal	150 ltr	1		
	<b>AMHR Girl Hostel C-Block 6<sup>th</sup> floor</b>					
11	Gas charging, pin wall filter, thermostat, service	Sidwal	150 ltr	1		

	AMHR Girls Hostel C-Block 6 <sup>th</sup> floor					
12	Gas charging, pin wall filter, over load relay, service	Sidwal	150 ltr	1		
	AMHR Girls Hostel B-block 7 <sup>th</sup> floor					
13	Gas charging, pin wall filter, service	Sidwal	150 ltr	1		
	AMHR Girls hostel C-block 7 <sup>th</sup> floor					
14	Gas charging, pin wall	Sidwal	150 ltr	1		
	Ibne Batuta boys hostel					
15	Compressor, gas charging, pin wall filter, thermostat, over load relay, service	Blue star	400 ltr	1		
	JLN International Hostel back side boys					
16	Compressor, gas charging, pin wall filter, starting 80/100mfd, service	Voltas	120 ltr	1		
	Ibne Sina Girls hostel mess Gr. floor					
17	Compressor, gas charging, pin wall filter, thermostat, capacitor 100/120mfd, service	Blue star	400 ltr	1		
	AMHR Girls hostel A-block 2 <sup>nd</sup> floor,					
18	Compressor, gas charging, pin wall filter, thermostat, starting capacitor 100/120mfd, service, drain pipe	Sidwal	150 ltr	1		
	AMHR Girls hostel E-block 3 <sup>rd</sup> floor					
19	Compressor, gas charging, pin wall filter, thermostat, service	Sidwal	150 ltr	1		
	AMHR Girls Hostel A-block 4 <sup>th</sup> floor					
20	Compressor, gas charging, pin wall filter, thermostat, starting 100/120mfd	Sidwal	150 ltr	1		
	AMHR Girls Hostel A-block 6 <sup>th</sup> floor					
21	Compressor, gas charging, pin wall filter, service	Sidwal	150 ltr	1		
	AMHR Girls hostel A-block 7 <sup>th</sup> floor					
22	Compressor, gas charging, pin wall filter, thermostat, service	Sidwal	150 ltr	1		

		<b>Total including GST</b>		
--	--	----------------------------	--	--

.....

**(Signature of Proprietor/Partner/Chief Executive)**

**(With Seal)**