

JAMIA HAMDARD

HAMDARD NAGAR, NEW DELHI - 110062

Telephone: 011-26059688-5374

TENDER DOCUMENT

FOR

Repair and Servicing of AC Plant installed at HARC Auditorium

At

JAMIA HAMDARD

Submitted by:

Name:

Address:

Contact No:

Email ID:

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

NOTICE INVITING QUOTATIONS

29.05.2025

Jamia Hamdard, New Delhi invites sealed items rates Tenders in **Single bid system** from reputed contractors working/worked with Govt. Semi Govt. or any reputed institute for the below mentioned work.. Tender Documents are attached herewith. Last date of submission of the Tender is 04.06.2025 **up to 3:00 PM**. The bidders are also advised to visit the site to satisfy themselves before submitting the Bids. Bidders not fulfilling the Eligibility Criteria will be rejected. Eligibility Criteria is mentioned at Tender clause 2.

NAME OF WORK	Repair and Servicing of Trane make 140TR AC Plant for HARC Auditorium.
ESTIMATED COST	Rs.1.50 Lakhs
EARNEST MONEY	Rs. 3000.00 Demand Draft in favour of “Jamia Hamdard” New Delhi
TENDER COST	Rs.500/- Demand Draft in favour of “Jamia Hamdard” New Delhi
TIME PERIOD	10 Days from the 2nd day of the receipt of the work order.

The sealed quotations duly filled should be dropped in the Tender Box kept in Purchase Section, Admin. Block, on or before 04.06.2025 **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 04.06.2025 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 for repair services of 140 TR Trane make AC plant. The repairing work includes Servicing & Cleaning of AHU, chilled water coil etc. descaling of water cooled chiller, Electrical Panel repair, overhauling of chiller pump & condenser pump etc. as per the BOQ attached at Annexure A. The agency must ensure warranty for one season against the repairing works.

2. ELIGIBILITY CRITERIA

- 2.1 Bidders must have worked with Govt. Semi Govt. or any reputed institute for such works in last 5 years. Bidders have to submit the related copies of the documents for justifying the eligibility criteria along with his Tender. The original will have to be produced when demanded for verification.
- 2.2 Bidder should have executed similar nature of works of at least one contract of 80% value of estimated cost of works or two contracts of similar nature of works of 60% value of estimated cost of works or three contracts of similar natures of works of 40% value of estimated cost of works in the last 5 years in any institutional Buildings, Universities and produce credentials in support thereof, Certificates of satisfactory completion of works must also be provided.
- 2.3 Certified documents of having successfully completed similar works during the last 5 years as on 30.04.2025 should also be attached.
- 2.4 The bidder must have their office in New Delhi to provide an early service support.
- 2.5 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. 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, Service Tax, Sales Tax etc.), transport/cartage of materials/labour and all other expenses not specifically mentioned but reasonably implied. The item basic rate and GST should be written separately 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, typed and all pages should be duly signed & stamped.

4. 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.500.00 & EMD's DD of Rs 3000/- 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. Item basic rates and GST should be written separately. The total amount should be inclusive of all taxes (Service Tax, GST etc.) duties and cartage etc. 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 quantum of work may be increased or decreased.
8. **Payment Terms:** Full & final payment will be made after satisfactory completion of the works & submission of the bills based on actual work done. 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.
9. 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.

10. **Security Deposit:** A security deposit equal to 05% of the value of work will be deducted from Contractor's bill and shall be refunded after the completion of defect liability period of six months after ensuring successful performance of the system executed by the contractor.
11. **Defect & Liability period:** Defect liability period shall be six months from the actual date of completion of work. Any defect arising in this period due to contractor's fault will be rectified by him at his own cost. Failure to do so, shall lead to forfeiture of security deposit.
12. Contractor should depute a qualified supervisor dedicated for this work, who will monitor and coordinate the works from contractor's side and interact with the Jamia Hamdard Engineers, responsible for supervision of work, on regular basis.
13. 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.
14. **Extra or substituted item:** If any extra or substituted item appears in the work, contractor shall submit its rate analysis supported with documents which shall be approved by concerned Engineering Department. Analysis of rates will be based on DSR-2022 document of CPWD or based on market rates for determining item rate and pay to contractor accordingly.
15. Rate Revision is not be permitted once work order is issued to successful bidder.
16. 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.
17. The Courts in Delhi alone shall have exclusive jurisdiction in respect of matters arising out of this Agreement & any such litigation.
18. 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.
19. 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.
20. 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.

21. **Cancellation of Contract in Full or in Part:** *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.*
22. 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.
23. Any damage to the building or the any part of the equipment which might result during the operation shall be repaired by the contractor.
24. 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.
25. 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.
26. 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.
27. 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.
28. 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.
29. All communication should be addressed to the **Executive Engineer, Jamia Hamdard, Hamdard Nagar, New Delhi – 110062.**

Signature and seal of Tenderer

Annexure –A

Part A: Price Bid for repair & servicing of Trane make 140TR AC plant at HARC.

S.No.	Description	Unit	Qty	Rate	Amount in Rs.
1.	Servicing & Cleaning of AHU, chilled water coil, water drain tray, with chemical etc, complete in all respect	No.	05		
2.	Repair of the Starter Electrical Panel and replacement of Contractor, V relay, & fuse of the AHU etc as required complete in all respect.	Nos.	03		
3.	De-scaling of water cooled chiller, chemical circulation in all condenser cell one by one, copper tube brushing/cleaning with replacement of rubber gasket (3mm) of condenser pipes etc. complete in all respect.	Per Chiller	02		
4.	Electrical Panel Repair, 3 pole, coil single phase, for pump, replace the Electrical Parts, Fuse, Ov relay etc as required complete in all respect.	Nos.	02		
5.	Condenser line & chilled water line both line. Potts and Y' Strainer cleaning and, replace the new nuts/bolts, rubber gasket, M.S. filter replace after damage fitters etc as required complete in all respect.	JOB	01		
6.	Replacement of chilled Auto water flow switch for chilled water Condenser water line with complete in all respect	Nos	04		
7.	Overhauling of chiller pump (03 Nos of 5HP each) & Condenser Pump (03 Nos of 7.5HP each) gallon seal work, excluding the replacement of motor/pump bearing complete in all respect	Nos.	06		
	Total Amount				
	GST - 18%				
	Total Amount including GST				

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(Signature of Proprietor/Partner/Chief Executive)

(With Seal)