



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, गांधीनगर

National Institute of Fashion Technology, Gandhinagar

(निफ्ट अधिनियम 2006 अंतर्गत वैधानिक संस्थान, वस्त्र मंत्रालय, भारत सरकार)
Statutory Institute under NIFT Act 2006, Ministry of Textiles, Govt. of India
घ-0 मार्ग, गांधीनगर-382007/ GH-0 Road, Gandhinagar-382 007,

दूरभाष / Phone No. 079-23240832, 23240834

निफ्ट गांधीनगर में उपलब्ध वाटर कूलर के लिए व्यापक वार्षिक रखरखाव के लिए सिमित
निविदा

**Limited Tender for Comprehensive Annual Maintenance Contract of Water Coolers
at NIFT Gandhinagar**

निविदा दस्तावेज़ / Tender Document

निविदा संख्या / Tender No: NIFT-GNR/Building/99/2020

Important Dates / महत्वपूर्ण तिथियाँ:

सिमित निविदा जारी करने की तिथि Date of Issue of limited tender	
निविदा दस्तावेज़ की बिक्री आरम्भ करने की तिथि Date of commencement of sale of Tender Document	23/12/2020
निविदा दस्तावेज़ की बिक्री की अंतिम तिथि Last date of sale of Tender Document	12/01/2020 को 14:00 बजे पूर्वान्ह तक
विधिवत भरी हुई निविदाएँ प्राप्त करने की अंतिम तिथि Last date of submission of duly filled Tenders	12/01/2020 को 15:00 बजे अपरान्ह तक
तकनीकी संविदाएं खोलने की तिथि एवं समय Date of opening of Technical Bid	12/01/2020 को 16:00 बजे अपरान्ह
निविदा दस्तावेज़ की वैधता Bid validity period	तकनीकी बिड खोलने की तिथि से 90 दिन तक

Details of EMD (to be submitted with the Technical Bid):

EMD may be paid in the form of Demand draft OR through Online transfer in NIFT Gandhinagar account (details given below):

राशि / Amount	Rs. 5,000/- (Rupees Five Thousand only)
के पक्ष में देय / In favour of & payable at	NIFT, Gandhinagar ; Payable at Gandhinagar/Ahmedabad
डिमांड ड्राफ्ट सं. एवं दिनांक / या ऑनलाइन माध्यम से भुगतान किया है तो UTR सं. / D.D. No. & Date OR UTR No if paid through online transfer	
के पक्ष में जारी / Drawn on	



Seal & Signature of the tenderer
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निफ्ट गांधीनगर का बैंक विवरण / Bank Details of NIFT Gandhinagar

यूनियन बैंक ऑफ इंडिया / Union Bank of India

गांधीनगर शाखा / Gandhinagar Branch

प्लॉट नंबर 314, शॉपिंग सेंटर / Plot No. 314, Shopping Centre, घ-5 रोड, सेक्टर 17, / GH-5 Road, Sector 17

गांधीनगर 382017 गुजरात / Gandhinagar 382017 Gujarat

A/c. No.: 359302050000198

IFS Code : UBIN0535931 (Fifth letter is "ZERO")

MICR कोड: 380026033 / MICR Code : 380026033

ईएमडी की छूट / Exemption of EMD : लघु उद्योगों के तहत पंजीकृत सूक्ष्म और लघु उद्योग इकाइयाँ जो गुजरात राज्य / उपयुक्त राज्य सरकार से पंजीकृत हैं एवं CSPO/NSCI/DGS&D के अंतर्गत पंजीकृत हैं वे ई.एम.डी. राशि के लिए छूट के लिए सम्बन्धीत प्रमाणपत्र की परत ई.एम.डी. कवर में प्रस्तुत करें।

The Micro and Small scale industrial units registered under small scale industries of Gujarat state / Appropriate State Government and holding subsequent registration with CSPO/NSCI/DGS&D registration certificates for the item under tender will be eligible for exception from payment of EMD on submission of duly attested copies of their SSI (SSI/MSME Part -II/Udhyog Aadhar memorandum) & CSPO/NSC/DGS&D registration certificate in EMD cover.

नोट / Note:

इस निविदा दस्तावेज़ में 21 पृष्ठ शामिल हैं। सभी निविदाकारों से अनुरोध है कि वे निविदा दस्तावेज़ के सभी पन्नों पर हस्ताक्षर करें तथा तकनीकी एवं वित्तीय बोलि को विधिवत भर कर दो अलग लिफाफे में (तकनीकी बिड के लिफाफे पर "तकनीकी बिड" एवं वित्तीय बिड के लिफाफे पर " वित्तीय बिड" लिख कर) सील बंद कर इन दोनों लिफाफे को एक कवर में अच्छी तरह मुहरबंद करके उस पर "निफ्ट गांधीनगर केंद्र में स्थापित वाटर कूलरों के व्यापक वार्षिक रखरखाव के लिए निविदा" लिख कर ही जमा करें।

This tender document includes 21 pages. All the bidders are requested to sign all the pages of the tender document and duly fill the Technical and Financial bids duly sealed in two separate cover (Technical Bid documents in envelope super scribed as "Technical Bid" and Price Bid envelope super scribed with "Price Bid"). Both these envelopes to be sealed in one single envelope and must be super scribed with "Tender for Comprehensive Annual Maintenance Contract of Water Coolers at NIFT Gandhinagar Campus".



Seal & Signature of the tenderer

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National Institute of Fashion Technology

(A statutory Institute under the NIFT Act 2006)
Gh-0 Extension Road, Nr. Infocity, Gandhinagar-382 007.
Phone No. 079-23240832, 23240834 Fax No. 079-23240772
Website : <http://www.nift.ac.in/gandhinagar>

TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF WATER COOLERS

AT NIFT GANDHINAGAR CAMPUS

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NATIONAL INSTITUTE OF FASHION TECHNOLOGY
Gh-0 Road, Nr. Infocity, Gandhinagar-382 007 (Gujarat)

**Tender for Comprehensive Annual Maintenance Contract of Water Coolers at NIFT
Gandhinagar Campus**

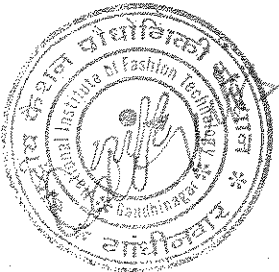
TENDER NOTICE

NIFT invites sealed tenders in **two bid system** from interested service providers having experience of providing Comprehensive AMC of Water Coolers Services to reputed organizations / institutes.

Name of work:-Comprehensive AMC for Water Cooler Services at NIFT Campus Gandhinagar

1. The Tender Document shall be available from **23/12/2020 to 12/01/2021 during 10.00 am to 5.00 pm on working days** on free of cost from the Building department at the above address or can also be downloaded from our website www.nift.ac.in/gandhinagar/tenders. Bidders are required to submit duly filled, signed and sealed tenders in Tender Box kept at reception area, at the address mentioned above.
2. All the bidders must submit non-interest bearing **Earnest Money Deposit (EMD) of Rs. 5,000/- (Rupees Five Thousand only)** (refundable) in form of demand draft of Nationalized Bank of drawn in favor of "**National Institute of Fashion Technology**" payable at Gandhinagar/Ahmedabad (Must be enclosed in Technical Bid Cover). OR through Online transfer in NIFT Gandhinagar account and submit UTR Receipt of Online transfer in Technical Bid Cover.
3. The duly filled and signed tender should be submitted mentioned below:
 - a. Bid should be submitted in two bid system, one envelope super scribed with "**Technical Bid**" and other envelope with "**Price Bid**".
 - b. "**Technical Bid**" Cover must contain tender document duly filled and signed along with **Technical Bid** with all supporting documents in support of bid qualification criteria and EMD.
 - c. "**Price Bid**" Cover should only contain Price Bid duly signed and sealed.
 - d. Both covers (i.e. Technical Bid and Price Bid) shall be put in one main big envelope and should be sealed and super scribed with "**Tender for Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers at NIFT Campus Gandhinagar**".
 - e. The last date and time of submission of bid is **12/01/2021 up to 15:00 hrs**. The Technical bid shall be opened on the same day at **16:00 hrs**. in the presence of attending tenderers or their authorized representatives.

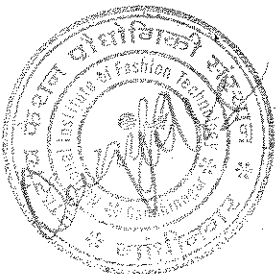
After opening of Technical bids, the capability and suitability of the tenderers shall be evaluated by evaluation committee and Price Bids of technically qualified tenderers shall only be opened in the presence of the attending tenderers on the date and time communicated later.



Seal & Signature of the tenderer
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A. GENERAL TERMS AND CONDITIONS

1. Sealed tender be addressed to **Estate Engineer, National Institute of Fashion Technology, GH-0 Extension Road, Near Infocity, Gandhinagar - 382007** super scribed with "**Tender for Comprehensive Annual Maintenance Contract of Water Coolers at NIFT Gandhinagar Campus**". So as to reach NIFT Gandhinagar not later than **12/01/2020 hrs. on 15:00**. Tenders received after specified date and time, due to whatever reason including postal delays, will not be considered.
2. Tender shall be submitted in official form only. If submitted in any other form the same shall be summarily rejected.
3. The schedule issued with the form of tender, listing the services to be rendered, must not be altered by the tenderer. Any modifications/alternations of the schedule considered necessary by the tenderer, should be in the separate letter accompanying the tender. No paper shall be detached from the tender.
4. The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted in strict accordance with the instruction laid down herein; otherwise the tender is liable to be ignored.
5. The tender is liable to be ignored if complete information is not given there-in, or if the particulars and data (if any) asked for in the schedule to the tender are not filled in.
6. It is mandatory to quote for all the items in the **Annexures -V (Price Bid)**.
7. Individual signing the tender or other documents connected with the tender must specify whether he signs as.
 - (i) A sole proprietor of the concern or constituted attorney of such sole proprietor.
 - (ii) A partner of the firm if it is a partnership firm, in which case he must have authority to execute contracts on behalf of the firm.
 - (iii) Director or Principal Officer duly authorized by the Board of Directors of the company,
 - (iv) In case (ii) of copy of the partnership agreement or general power of attorney, in either case attested by a Notary Public should be furnished or an affidavit on stamp paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney should be furnished. The attested copy of the certificate of registration of firm should be attached along with the tender papers. In case of partnership firm, where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by all the partners of the firm. In case of (iii) the person signing the tender should be authorized by a resolution passed by the Board of Directors and copy of the resolution attested by the Principal Officer should be attached.
8. The tenderer should not be blacklisted by any Department of the Central or State Government or any PSU or any other organization. A declaration as per **Annexure - B** must be submitted by the bidders in this regard.



Seal & Signature of the tenderer
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9. Any conditional offers made by the tenderer or any alterations/corrections made in the tender form shall not be considered. Similarly incomplete and unsigned quotations are liable to be rejected.
10. NIFT reserves the right to accept or reject any or all the offers either fully or partly without assigning any reason.
11. The Earnest Money Deposit of the successful Tender shall be liable to be forfeited if he does not fulfill any of the following conditions:
 - i) If information declared/document submitted found false/fake/forged
 - ii) If the successful tenderer does not accept the Work Order or unable to supply the services
 - iii) If the tenderer withdraws his bid/quote during tender process.
 - iv) An Agreement is not signed by him in the prescribed form with in 10 (Ten) days of the receipt of letter awarding the contract.
 - v) If any agency, which is awarded contract for maintenance services, refuses to undertake the work, the EMD of that Agency shall be forfeited.

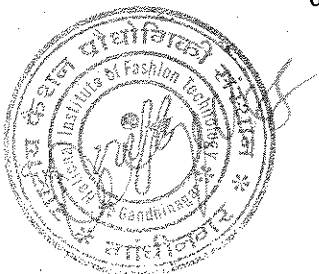
DD of EMD / Exemption Certificate / Copy of UTR is to be submitted in **Technical Bid Cover**

12. The Earnest Money Deposit (EMD) of unsuccessful bidders shall be refunded, without interest, within 15 days after award of work order to L1.
13. The maintenance service will commence immediately after the receipt of the letter awarding the contract.
14. The successful tenderer shall deposit Rs. 10,000/- (including amount of EMD converted in Security Deposit) as security deposit by way of Demand Draft/Pay order of Nationalised Bank in favour of "**National Institute of Fashion Technology**" payable at Gandhinagar/ Ahmedabad. OR by online transfer in NIFT Bank account. No interest shall accrue on this deposit which will be returned after expiring the AMC period and after adjusting dues, if any.
15. The bid should be valid in the case of all the tenders for 90 days from the date of opening of tender.
16. The tenderer shall be responsible for engaging adequately trained personnel required for providing good maintenance services in institute.
17. The staff of the tenderer should possess sound health and be free from and diseases, especially contagious and frequently recurring diseases.
18. The tenderer shall make his own arrangements for security and protection of his men and materials for maintenance.
19. For repairing & maintenance works the quoted rates shall be inclusive of all materials, labours, transportation, preparation of surfaces, scaffolding, if any required for execution of works as per the specifications and directions of the NIFT's authority etc.



Seal & Signature of the tenderer
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20. The workers of Contractor must carry Identity Cards while carrying out the work and permission to work if works are to be carried out on Saturday /Sunday and Holidays.
21. The tender must be filled in English and all entries must be made in legible handwriting. If any document is missing or unsigned the tender will be considered invalid.
22. All erasures and alterations made while filling the tender must be attested by the tenderer, Overwriting of figures is not permitted; failure to comply with any of these conditions will render the tender null and void.
23. Tenderer may ensure that they have acquainted themselves with the terms and conditions, Specifications and Schedule of Quantities etc. as laid down.
24. In all matters of dispute arising on the work, the NIFT's decision will be final and will be binding on the tenderer.
25. In the case of the water cooler requires major repairs and required to be taken out of campus for repairing, the agency will provide a stand by water cooler without any extra charges including transport.
26. Any attempt of negotiation direct or indirect on the part of a tenderer with the authority of this institute or any endeavor to secure any interest for an actual or prospective tenderer or to influence by any means, such tenderers will be liable to be rejected.
27. All consumables/spares/parts and other materials which are not covered under comprehensive AMC shall be charged separately and the same shall be borne by the NIFT. No bill and such account shall be entertained without prior approval of NIFT's Engineer either in writing or verbal. In case of any parts/accessories need to be replace, the agency will ensure that genuine spares are used.
28. It is prerogative of NIFT to issue work order for Comprehensive Annual Maintenance Contract of all water coolers units due to whatsoever reason and the units to be covered under AMC and amount thereof shall be finalised on prorata basis.
29. The quoted rates on yearly basis shall be reckoned for the period of Comprehensive AMC to be covered after completion of warranty period in case of new units.
30. L1 agency will be decided based on the overall total lowest amount quoted by the tenderer in Price Bid. In case of L1 being more than one, in such case deciding criteria for award of work will be tenderer having more no. of years of experience in the Government organizations
31. **Qualification (Eligibility) Criteria :-**
 - (A) The tenderer should have annual turnover of Rs. 1.50 Lakh per year in each of last three financial years (i.e. 2017-18, 2018-19 & 2019-20). Copies of Audited report / CA Certificate must be provided in support of the same.
 - (B) The agency must have experience of at least 02 years for providing services towards annual maintenance contract for water cooler services. Copies of work orders / Experience certificate issued by the contractee must be provided in support of the same.
 - (C) The tenderer should have executed at least one order of 1.50 Lakh OR 2 orders of Rs: 0.75 Lakh OR 3 orders of 0.50 Lakh per year in each of last three financial years (i.e.

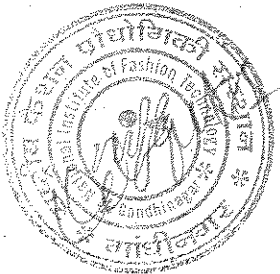


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2017-18, 2018-19 & 2019-20). Copies of work order / experience certificate clearly indicating value of order must be submitted in support failing which tender may be rejected.

The agency is required to submit following documents along with the tender document.

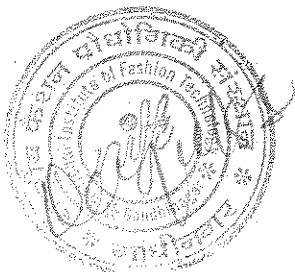
Sr.	Documents to be submitted in Technical Bid	Proof Required
1.	Work orders of Govt./Autonomous bodies/ PSU / private institutes / companies etc.	(To be Attached)
2.	Registration Certificate in support of GST & validity etc.	(To be Attached)
3.	Copy of PAN number of the firm/Company for Income Tax.	(To be Attached)
4.	Valid registration under Shops and Establishment Act.	(To be Attached)
5.	Earnest Money Deposit (EMD) in the form of Demand Draft of Rs.5000/- in favour of NIFT payable at Gandhinagar.	(To be Attached)
6	Undertaking by the Agency	(To be Attached)
7	Annexure-II	(To be Attached)
8	Annexure-III	(To be Attached)
9	Annexure-IV (Technical Bid)	(To be Attached)
10	Mandate Form as per Annexure - A	(To be Attached)
11	Declaration regarding Non Blacklisting as per Annexure - B	(To be Attached)
Sr.	Documents to be submitted in Price Bid	
1	Duly filled and signed Annexure-V (PRICE BID)in separate envelope	(To be submitted in separate envelope of Price Bid)



Seal & Signature of the tenderer
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B. LEGAL TERMS AND CONDITIONS

1. The tenderer and his staff must abide by various rules and regulations of NIFT as prevalent from time to time.
2. NIFT would have the right to terminate the contract without notice before the expiry of the term, in case the work performance is not up to the standard, or in case there is any violation of NIFT rules & regulations, or if there is any lapse in compliance of any labour legislation, or if there is any incident of indiscipline on the part of the Tenderer or his staff. The decision of NIFT's management in this regard would be final and binding on the Tenderer. In such an event NIFT shall have the right to engage any other tenderer to carry out the task.
3. Non-compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract and liable for penalty as mentioned.
4. The Tenderer and his staff shall comply with all instructions and directions of the NIFT authorities given from time to time. In the event of any emergent situation, the staff of the tenderer shall comply with instructions given by the NIFT authorities.
5. The maintenance service contract shall remain valid initially for one year only and it may be renewed at the discretion of NIFT only / on satisfactory performance of the contractor / requirement of the institute for further 2 years on yearly basis or specified months. Either party can terminate the contract once awarded, after giving three month notice to the other party. Nevertheless, NIFT may terminate the contract of the tenderer without any notice in case of breach of the contract. NIFT's decisions that a breach has occurred will be final and shall be accepted without demur by the tenderer.
6. The Tenderer shall undertake that any act of omission or commission including theft, by his staff shall be his sole responsibility and further that he would compensate the institute immediately, any loss or damage or theft occurring on account of his staff individually or collectively.
7. It will be the responsibility and liability of the Tenderer to have Accident Insurance Policy of its staff to cover accidental risk as per Workmen's Compensation Act, during maintenance of Water Cooler units. NIFT will not be liable in this regard in any manner.
8. The tenderer shall ensure that the staff engaged by him shall not smoke beedies, cigarettes or take alcoholic drinks and nor they are allowed to chew pan, aracnut, tobacco items etc. during service period.
9. The tenderer shall be responsible to maintain the equipment and other articles if issued by the NIFT in good condition and return in working condition on completion / termination of the contract. In case of any damage he shall be responsible to carry out the repairs without any delay to avoid any interruption in service. Cost of repairs shall be borne by the tenderer himself. In case of theft or damage tenderer shall replace items lost, broken or damaged with items of the same quality at his own cost and expense.
10. The tenderer will work in close co-operation and co-ordination with other agencies working in the campus.



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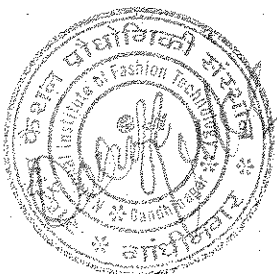
11. NIFT is not bound to provide any mode of transport in respect of men or material required for the contract.
12. All Statutory obligations under various laws from time to time will have to be fulfilled by tenderer for which no extra payment shall be made to him at any time during the contractual period.
13. Sub-contracting of the contract is strictly prohibited.
14. Dispute, if any arising out of others service contracts shall be settled by mutual discussion. The decision of NIFT shall be final in the matter.
15. NIFT reserves its right to act on this tender or to use its sole discretion in any manner, in proceeding or canceling any or all matters connected to award of the contract for Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers.
16. The tenderer is liable for any loss, direct or indirect due to delay in inspection or attending to faults whatsoever or due to short-circuit, explosion or any other circumstances.



Seal & Signature of the tenderer
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C. FINANCIAL TERMS AND CONDITIONS

1. The payment shall be released on half yearly basis after satisfactory completion of the job and for the work actually, done on submission of tax invoice in duplicate by the tenderer. The bills should be accompanied by same certificate as NIFT may prescribe from time to time. Income Tax (TDS) as applicable at prevailing rates from time to time shall be deducted at source. Payment will be released within 15 working days after the receipt of tax invoice duly accompanied by all relevant supporting documents. However, in event of any query, objection or dispute with regard to bill or a part thereof, the tenderer shall not be entitled to any interest to be paid for late payment till such time that the query, objection or dispute is resolved. The tenderer will be entitled for payment of amount as agreed by NIFT on half yearly basis after deducting TDS as per the prevailing rates including the cost of men and material for performance of the duties mentioned in this contract as applicable. In the event of failure in discharge of the duties of maintenance services on any day up to the desired standard in part or full including delay in attending complaints, the tenderer is liable to be penalized @ 250/- (two hundred fifty only) per unit/day which shall be recovered from the bills or otherwise including security deposit. For purpose or imposing penalty, the decision of the Director will be final and binding on the tenderer and shall not be subject to dispute or arbitration.
2. As per NIFT's policy, payments and receipts to Government and Semi-Government Agencies would be rounded off to the nearer higher rupee and in other cases the rounding off will be to nearest i.e. 50 paise or above will be rounded off to the near higher rupee and paise less than 50 will be ignored.



D. DETAILS OF EQUIPMENTS:

Details of Water Coolers for Comprehensive AMC at Gh-0 Road, NIFT Campus and elsewhere in Gandhinagar are details given below:-

ANNEXURE - I
Abstract of Water Coolers

Sr.	Make	Capacity in liters	Quantity in No.	Year of purchase
Main Building Ground Floor				
1	Blue star	60/120	2	2011
2	Usha	60/80	2	2017
Main Building First Floor				
3	Blue Star	60/120	1	2013
4	Blue Star	60/120	1	2011
5	Usha	60/80	1	2017
Main Building Second Floor				
6	Blue Star	60/120	1	2011
7	Blue Star	60/120	1	2013
8	Usha	60/80	1	2017
Main Building Third Floor				
9	Blue Star	60/120	1	2013
12	Usha	60/80	1	2017
Main Building Fourth Floor				
11	Usha	60/80	1	2017
12	Voltas	60/120	1	2013
Canteen Block				
13	Voltas	100/150	1	2009
14	Assembled	100/150	1	2001
15	Voltas	60/120	1	2009
Girl's Hostel Ground floor				
16	Voltas	20/40	2	2009
17	Voltas	60/120	1	2009
Girl's Hostel First floor				
18	Voltas	20/40	2	2009
19	Voltas	60/120	1	2009
Girl's Hostel Second floor				
20	Voltas	20/40	2	2009
21	Voltas	60/120	1	2009
22	RDTC Building First Floor			
23	Blue Star	60/120	1	2013
Student Activity Center Ground Floor				
24	Blue Star	60/120	1	2013

Note: Before submitting quotation it is in the interest of the Tenderer to conduct inspection of Water Coolers at NIFT Campus Gandhinagar. The above quantity may increase/decrease and the payment will be made as per actual.



E. SCOPE OF WORK:

Periodic servicing of Water Coolers to ensure their proper functioning without break down as per the periodicity given in the periodicity schedule. Following work is Included in the Comprehensive Annual Maintenance Contract of Water Coolers:

1. Water Coolers:

Servicing of water coolers as per schedule, including supplying and fixing of any material (free of cost) needed for keeping the water coolers in functioning state all the time, work includes supplying and charging of gas, any consumable component viz. capacitor, relay, thermostat. Water tap, drain component if any, ball cock, wiring (including supplying of wire), condenser coil, supplying and replacing the compressor with manufacturer repaired one.

2. Periodicity Schedule

A) Work to be carried out quarterly:

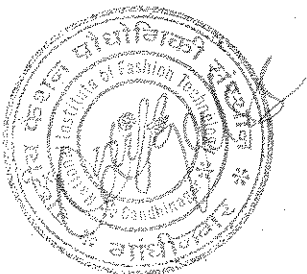
All works to be carried out as in schedule above and following points.

- (a) Oiling of blower motor and ensuring that it is not abnormally heated up and working smoothly.
- (b) Checking of thermostat limits for proper temperature control, in case of any defect it to be replaced with new one.
- (c) Tightening of all electrical connections.
- (d) Water coolers work is to be done as per its maintenance manual and it is to be ensured that water coolers are functioning in good conditions.

B) Works to be carried out yearly-

- (i). All the works to be carried out as carried out in quarterly schedule above, and
- (ii). Washing and cleaning: The tenderer shall clean and wash any particular unit if required, one or more times.

3. 1st quarterly servicing to be done soon after award of the work and as per condition of award letter, but to be completed within 15 days of effectiveness of the award letter. During the 1st servicing minor repairing of body and cover and painting is to be done. After that painting is to be done on 4th quarterly servicing only.
4. For the Water Coolers which are found defective, only item rates as agreed will be paid to the tenderer. No payment of servicing, washing, etc. will be paid upon, since the machines will be under AMC immediately after replacing the defective component, etc. if any.
5. **At the time of expiry of contract all the Water Coolers should handed over be in good running condition.**
6. **Terms for Maintenance of Water Coolers (Comprehensive maintenance with parts).**
 - (i) The firm shall, ensure visits by the Engineer as per periodicity schedule.
 - (ii) The entire component required for replacement will be of manufacturer's make or of equivalent quality.



Seal & Signature of the tenderer
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- (iii) The breakdown maintenance call shall have to be attended within six hours and the machine will have to be set functional within twenty-four hours failing which the firm has to arrange for the alternative system till it is repaired.
- (iv) In case, if the above condition (iii) is not complied with, a penalty @ Rs250/- per unit/day will be levied on the tenderer/contractor. The amount of penalty will be recovered from Security Deposit deposited by given by the firm or from half yearly bills.
- (v) After receiving of work order AMC work shall be start as per work order.
All water coolers will have to be overhauled once in a year.

TO UNSDERSTAND THE COMPLETE WORK TENDERER MUST VISIT THE INSTITUTE BEFORE QUOTING THE RATE.



Seal & Signature of the tenderer
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ANNEXURE - II

MAINTENANCE INFRASTRUCTURE FACILITIES INCLUDING ADDRESSES OF THE LOCAL SERVICE CENTERS

LOCATION	Address of the Service Center	Name of the Contact Person with Telephone No., Fax No. and E-mail	Total No. of qualified Service Engineers	Remarks

Signature of the Tenderer

Name: _____

Date: _____

Place: _____

Contact no: _____



Seal & Signature of the tenderer
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ANNEXURE-III

**STATEMENT OF TECHNICAL SERVICES
For Comprehensive annual maintenance contract with parts**

Following are the Technical details of the services offered under the contract.

Sr. No.	Item	Component Covered under AMC as per clause No. 50	*Component Not Covered under AMC	**Remarks
1	2	3	4	5
I	Water Coolers	All except those mentioned under column 4 of this table	1) Cooling Coil, 2) Condenser Coil 3) Water Cooler Body	—

(Signature of the tenderer)

Name:

Place:

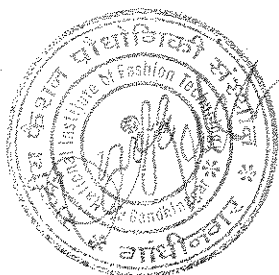
Contact No:

Date:

Seal

*** Components not mentioned in this column will be presumed to be covered under AMC**

**** Mention deviations, if any, from the terms of contract.**



Seal & Signature of the tenderer
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UNDERTAKING BY THE AGENCY

I have carefully gone through various terms and conditions listed in sections A, B, C, D and E above for **Comprehensive Annual Maintenance Contract for Water Coolers**. I agree to all these terms and conditions. I am making this offer after carefully reading the conditions and understanding the same, without any kind of pressure or influence from any source whatsoever. I am aware of the location of NIFT and have acquainted ourselves and fully assessed the tasks required to be carried out, before making this offer.

I hereby undertake to provide Accident Insurance Policy of our workers as per the Workmen's Compensation Act as indicated in clause 38, in order to cover accidental risk during Water Cooler maintenance work. I hereby indemnify NIFT from any liability in this regard.

Place

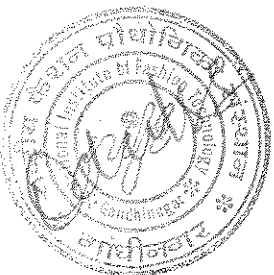
Signature of Tenderer

Date

Address : _____

Contact No : _____

(Seal of the Tenderer's firm)



ANNEXURE-IV
TECHNICAL BID

TECHNICAL BID FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR SMOOTH FUNCTIONING OF WATER COOLERS AT NIFT GANDHINAGAR

- This **Technical Bid** for Comprehensive Annual Maintenance Contract, should be filled in by the tenderer, stamped and sealed in a separate cover superscribed with "**Technical Bid of tender for Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers**".
- Only Technical Bids will be opened first, in order to assess the capability and capacity of the tenderer. After assessment of the capability and capacity of the tendering parties and subsequent short listing, Price bids of technically qualified bidders shall be opened later.

Details:

1	Name of Tendering Agency / Company/ Firm							
2	Name of Owner/Partners/Directors							
3	Full Particulars of Office							
4	Complete Address							
a	Telephone No.							
b	Fax No.							
c	E-mail Address							
5	Details of EMD (Rs. 5,000/-)							
a	D.D. / Pay Order No. & Date							
b	In favour of & payable at	NIFT, Gandhinagar, Payable at Gandhinagar						
6	Registration Details							
a	Firm/Company Registration under Shops & Establishment Act							
b	PAN							
c	GST Registration No.							
7	Turnover of the Tenderer during last three year (should have annual turnover of Rs. 1.50 Lakh per year in last three financial years)	<table border="0"> <tr> <td>2017 - 2018</td> <td>2018 - 2019</td> <td>2019- 2020</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </table>	2017 - 2018	2018 - 2019	2019- 2020	_____	_____	_____
2017 - 2018	2018 - 2019	2019- 2020						
_____	_____	_____						

- ❖ Scanned copy of Experience, Abstract of Proof & Enclosures as per Technical bid and Qualifying (Eligibility) Criteria as per tender condition no: 31 duly attested must be submitted in Technical Bid to qualify.
- ❖ Tender not accompanied with above information & documents in support of the same may be summarily rejected, which may be noted.

Seal & Signature of the tenderer
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* **Details of requirement**

Please indicate below, Comprehensive Annual Maintenance Contract carried out by your firm till date, for similar type of assignments in any (i.e. **work order for comprehensive annual maintenance contract for water coolers**) Govt Institute, PSUs, Private Organizations etc.

Sr. No.	Organization / Institution	Brief Description of AMC work	Year
1.			
2.			
3.			
4.			
5.			

(Please attach photo copies of AMC work orders)

_____ Place

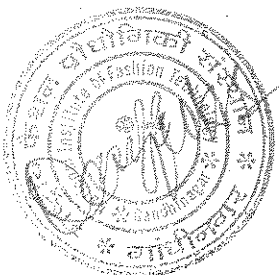
_____ Signature of Tenderer

_____ Date

Address : _____

Phone : _____

(Seal of the Tenderer's firm)



Mandate Form

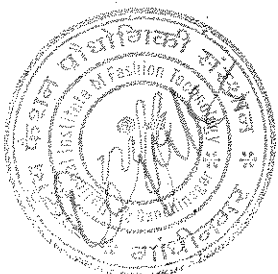
Annexure-“A”

Name of Beneficiary	
Account type of Beneficiary	
Name of Bank, Address contact no.	
Bank A/c No of Beneficiary	
Beneficiary Banker IFSC Code	
Beneficiary Banker MICR Code	
Beneficiary Address, contact no, Email Address(if any)	

Name & Signature of Beneficiary

Bankers Stamp & Signature

- Agency will submit a copy of cancelled cheque along with mandate form for RTGS payment process



Seal & Signature of the tenderer
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Annexure - B
Declaration regarding Non Blacklisting

I/We having our office at declare that I/we have never been blacklisted by any State Government / Central Government or any State/Central PSU.

Signature

Name

Designation

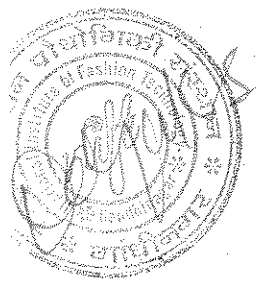
Name of the Agency

Address of the tenderer

Seal of tenderer

Date

Place



PRICE BID

ANNEXURE-V

NATIONAL INSTITUTE OF FASHION TECHNOLOGY
GH-0 Extension Road, Near Infocity, Gandhinagar-382007.

Name of work: Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers at NIFT, GH-0 Extension Road, Near Infocity, Gandhinagar- 382007 campus of NIFT.

Sr. No.	Capacity	Qty.	Required period of coverage under AMC	Rate (Rs.) per unit per year	Total Amount (Rs.) per year
1	20/40	06	One year		
2	60/120	14	One year		
3	100/150	02	One year		
4	60/80	06	One year		
Sub Total Rs.					
GST Rs.					
Total in Rs.					
Total Amount in words:					

Place:

Signature of tenderer

Date:

Address and seal of firm

NOTE:

1. Prices to be quoted in Indian Rupees only in both figures & words.
2. Any cutting etc. shall be duly circled & signed by the tenderer failing which financial bid may be rejected.
3. The rate quoted on yearly basis shall be reckoned for the period of AMC to be covered if maintenance requirement of units are less than one year due to new units under warranty period.



Seal & Signature of the tenderer
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