



**National Institute of Fashion Technology**  
(Ministry of Textiles, Govt. of India)  
Gh-0 Extension Road, Nr. Infocity, Gandhinagar-382 007.  
Phone No. 079-23240832, 23240834, 23265000, Fax No. 079-23240772  
Website : <http://www.nift.ac.in/gandhinagar>

**TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR SMOOTH  
FUNCTIONING OF WATER COOLERS AT NIFT CAMPUS, GANDHINAGAR**  
**TENDER NOTICE NO. NIFT-GNR/Building/545/2018**

- I. Technical Bid
- II. Price Bid

Sr. No. \_\_\_\_\_

Tender issued to M/s.	:	
Address	:	
Phone/Mobile & Fax No.	:	
Last Date & Time for Submission	:	24/08/2018 up to 15:00 Hrs.
Date and Time of Opening of Technical Bid	:	24/08/2018_ by 16:00 Hrs.
Date and Time of Opening of Price Bid	:	The date and time will be communicated later to the qualified bidder in technical bid.

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

Amount	Rs. 2000/- (Rupees Two thousand only)
In favour of & payable at	NIFT, Gandhinagar ; Payable at Gandhinagar/Ahmedabad
D.D. / Pay Order No. & Date	
Drawn on	

Date : \_\_\_\_\_



*M. S. Vargha*

Joint Director

Seal & Signature of the tenderer  
Page 1 of 18

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

**Tender for Comprehensive Annual Maintenance Contract for smooth functioning of  
Water Coolers at NIFT Centre, Gandhinagar**

NIFT invites sealed tenders in two bid system from interested contractors having experience of similar services to organizations of similar repute with statutory registrations for providing Comprehensive AMC for Water Coolers Services.

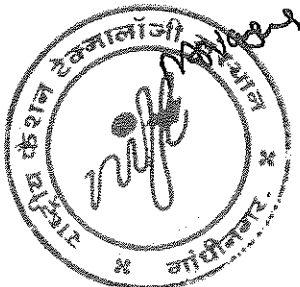
Name of work: - Comprehensive AMC for Water Cooler Services at NIFT Campus Gandhinagar

EMD in Rs.	Validity of Contract	Last date & time for submission of tender	Date of opening of Technical Bid
2000/- (Refundable)	One year for the date of issue extendable for further two years	24/08/2018 15:00 Hrs.	24/08/2018 16:00 Hrs.

The Tender Document shall be available from 01/08/2018 to 24/08/2018 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 downloading from our website [www.nift.ac.in/gandhinagar](http://www.nift.ac.in/gandhinagar). The bid shall have to be dropped in Tender Box kept in Administrative Block, duly filled, sealed and signed at the above mentioned address. All the bidders should also enclose a demand draft of Nationalized Bank of Rs. 2000/- (Rupees Four Thousand Five Hundred only) (refundable) drawn in favor of "National Institute of Fashion Technology" payable at Gandhinagar/Ahmedabad, as the non-interest bearing Earnest Money Deposit enclosed Technical Bid.

The offers should be submitted in two sealed covers one super scribed with "Technical Bid" and other with "Price Bid". Both covers shall be put in another sealed cover super scribing the envelope with "Tender for Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers at NIFT Campus and elsewhere in Gandhinagar". The last date and time of submission of bid is 24/08/2018 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.

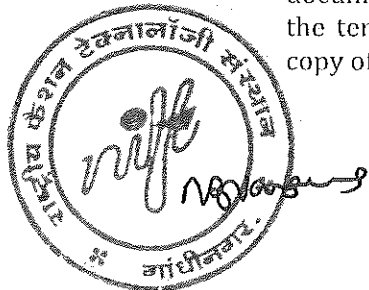
After opening of Technical bids, the capability and suitability of the bidders shall be evaluated by evaluation committee and Price bids of qualified bidders shall be opened in the presence of the attending bidders on the date and time communicated later.



Seal & Signature of the tenderer  
Page 2 of 18

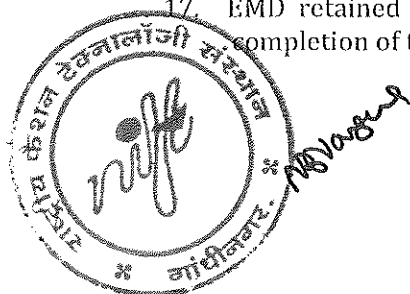
A. GENERAL TERMS AND CONDITIONS

1. Sealed tender be addressed to The Joint Director, National Institute of Fashion Technology, GI-0 Extension Road, Near Infocity, Gandhinagar – 382007 super scribed with “**Tender for Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers at NIFT Centre Gandhinagar**”. So as to reach NIFT Gandhinagar not later than 24/08/2018 hrs. on15:00. Tenderers should clearly indicate on each copy of the tender under their full signature whether it is the original or duplicate copy.
2. Tender shall be submitted in official form only. If submitted in any other form the same shall be summarily rejected. No tenderer shall be issued more than one tender form.
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, since Institution does not prefer to assign work in part, however it is prerogative of institute to assign work in part in the best interest of institute.
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.



Seal & Signature of the tenderer  
Page 3 of 18

8. The tenderer should not be blacklisted by any Department of the Central or State Government or any PSU or any other organization.
9. The tender submitted in sealed envelopes super-scribed with "**Tender for Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers Water Cooler**" should be addressed to **The Joint Director, National Institute of Fashion Technology, GH-0 Extension Road, Near Infocity, Gandhinagar-382007** and be dropped in the 'Tender Box' kept in at Administrative Block up to 15:00 hrs. by 24/08/2018.
10. The tenders (Technical bid) will be opened on 24/08/2018 at 16:00 hrs. at NIFT campus in the presence of such of the tenderers who may wish to be present, either by themselves or through their authorized representatives.
11. Tenders received after specified date and time, due to whatever reason including postal delays, will not be considered.
12. Any conditional offers made by the contractor or any alterations/corrections made in the tender form shall not be considered. Similarly incomplete and unsigned quotations are liable to be rejected.
13. NIFT reserves the right to accept or reject any or all the offers either fully or partly without assigning any reason and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the Price bid.
14. Each tender must be accompanied by Non-interest bearing Earnest Money Deposit of Rs. 2000/- (Rupees Two thousand only) by way of Demand Draft / Pay order of Nationalised Bank in favour of "**National Institute of Fashion Technology**" payable at Gandhinagar/ Ahmedabad without which the tender shall be summarily rejected. The Earnest Money Deposit (EMD) of tendering parties, whose tenders are not accepted, shall be refunded, without interest, within 90 days of opening of tender documents.  
  
In case of the successful tender, the EMD shall be liable to be forfeited if tenderer does not fulfill any of the following conditions:
  - (i) An agreement is signed by him in the prescribed form within 10 (Ten) days of the receipt of letter awarding the contract.
  - (ii) The maintenance service will commence within immediately after the receipt of the letter awarding the contract.
15. If any agency, which is awarded contract for maintenance services, refuses to undertake the work, the EMD of that Agency shall be forfeited.
16. The Earnest Money Deposit of successful tenderer shall be converted in Security Deposit and held by the National Institute of Fashion Technology as security deposit for the execution and due fulfillment of the contract. No interest shall be paid on the said deposit.
17. EMD retained towards security deposit shall be released to the Contractor on virtual completion of the AMC period.



Seal & Signature of the tenderer

18. The successful tenderer shall deposit Rs.5000/- (including amount of EMD) 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. No interest shall accrue on this deposit which will be returned after expiring the AMC period and after adjusting dues, if any.
19. The bid should be valid in the case of all the tenders for at least 03 months from the date of opening of tender and if any tenderer withdraws or alters the terms of the tender during the period, the EMD shall be forfeited.
20. **The Agency submitting tender must attach photocopy copies of (a) Registration of the Agency under the Shops & Establishment Act, (b) Registration of GST (C) Registration of PAN**
21. The contractor shall be responsible for engaging adequately trained personnel required for providing good maintenance services in institute.
22. The staff of the contractor should possess sound health and be free from and diseases, especially contagious and frequently recurring diseases.
23. The contractor shall make his own arrangements for security and protection of his men and materials for maintenance.
24. For repairing & maintenance works the quoted rates shall be inclusive of all materials, labours, T&P, preparation of surfaces, scaffolding, if any execution of works as per the specifications and directions of the NIFT's authority etc.
25. The contractor has to obtain (Identity Cards as prescribed) for all workers etc. for carrying out the work and permission to work if works are to be carried out on Saturday /Sunday and Holidays.
26. The tender must be filled in English and all entries must be made by hand and written in ink ball pen. If any document is missing or unsigned the tender will be considered invalid.
27. All erasures and alterations made while filling the tender must be attested by initials of the tenderer, Overwriting of figures is not permitted; failure to comply with any of these conditions will render the tender null and void. No advice of any change in rate of conditions after the opening of the tender will be entertained.
28. Each of the tender documents is required to be signed by the person or persons submitting the tender in token of his/their having acquainted himself/themselves with the Special Conditions, Specifications and Schedule of Quantities etc. as laid down. Any tender with any of such documents not signed will be rejected.
29. In all matters of dispute arising on the work, the NIFT's decision will be final and will be binding on the contractor.
30. The contractor has to obtain working passes to carry out the work.



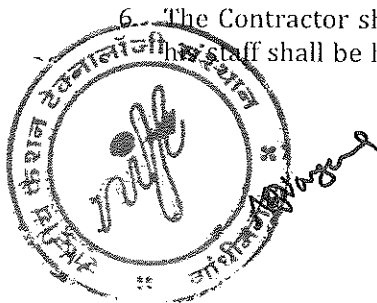
*[Handwritten signature]*

Seal & Signature of the tenderer  
Page 5 of 18

31. Selection of agency is not only base on paper and price bid, but after review of NIFT Committee Member. The NIFT Committee Members will take final decision.
32. Tender form is non-transferable and can be used only by the party in whose name it has been issued.
33. 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. No any other charges will pay by NIFT.
34. In case of any parts /accessories need to be replace, the agency will ensure that genuine spares are used.
35. Any attempt at negotiation direct or indirect on the part of a tenderer with the authority to whom he has submitted the tender or the authority who is competent finally to accept it after he has submitted his tender or any endeavor to secure any interest for an actual or prospective tenderer or to influence by any means the acceptance of a particular tender will render the liable to exclusion from consideration.

**B. LEGAL TERMS AND CONDITIONS**

1. The contractor 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 Contractor or his staff. The decision of NIFT's management in this regard would be final and binding on the Contractor. In such an event NIFT shall have the right to engage any other contractor 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 Contractor 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 contractor shall comply with instructions given by the NIFT authorities, without waiting for confirmation by the Contractor.
5. The maintenance service contract shall remain valid initially for one year only and it may be renewed at the discretion of NIFT only in writing on yearly basis or specified months on the same or revised terms and conditions mutually agreed by NIFT and Contractor. Either party can terminate the contract once awarded, after giving one month notice to the other party. Nevertheless, NIFT may terminate the contract of the contractor 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 contractor.
6. The Contractor 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



Seal & Signature of the tenderer  
Page 6 of 18

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 Contractor to have Accident Insurance Policy of its staff to cover accidental risk as per Workmen's Compensation Act, during maintenance of water cooler. NIFT will not be liable in this regard in any manner.
8. The contractor 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. On termination of the agreement the contractor will hand over all the equipment's/articles if issued by the NIFT in good working condition back to NIFT.
10. The contractor shall be responsible to maintain the equipments and other articles if issued by the NIFT in good condition. 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 contractor himself. In case of theft or damage contractor shall replace items lost, broken or damaged with items of the same quality at his own cost and expense.
11. The contractor will work in close co-operation and co-ordination with other agencies working in the campus.
12. NIFT is not bound to provide any mode of transport in respect of men or material required for the contract.
13. All Statutory obligations under various laws from time to time will have to met by contractor for which no extra payment shall be made to him at any time during the contractual period.
14. Sub-contracting of the contract is strictly prohibited.
15. 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.
16. 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.
17. The contractor 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.

**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 bill in duplicate by the contractor. 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 has to be made within 15 days of the submission of bill. However, in event of any query, objection or dispute with regard to bill or a part thereof, the



Seal & Signature of the tenderer  
Page 7 of 18

contractor 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 contractor will be entitled for payment of amount as agreed by NIFT on half yearly basis after deducting TDS as per the existing 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 upto the desired standard in part or full including delay in attending complaints, the contractor 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 contractor and shall not be subject to dispute or arbitration.

2. The Contractor shall submit to NIFT, along with the half yearly bill, copies of service/maintenance report duly certified by the NIFT's Engineer.
3. Income tax, as per prevalent rules, shall be deducted at source while making payment of contractor's bills.
4. The EMD shall be converted into Security Deposit with the award of contract and shall be refunded on satisfactory completion of the contract.
5. All consumables/spares/parts and other materials 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.
6. 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. paise 50 or above will be rounded off to the near higher rupee and paise less than 50 will be ignored.
7. It is prerogative of NIFT to modify 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 rorate basis.
8. The quoted rates on yearly basis shall be reckoned for the period of Comprehensive AMC to be covered if requirement of units are less than one year due to new units under warranty period.



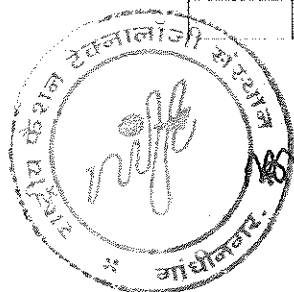
Seal & Signature of the tenderer  
Page 8 of 18



**D. Details of Equipment:** Details of Water Coolers for Comprehensive AMC at Gh-0 Extension Road, Near Infocity, NIFT Campus and elsewhere in Gandhinagar are details given below:-

**Abstract of Water Coolers:**

Sr.No.	Make	Capacity in liters	Quantity in No.	Location	Date of purchase
<b>Main Building Ground Floor</b>					
1	Blue star	60/120	1	Admin acc. Side	2011
2	Usha	60/80	1	In Admin	2017
3	Blue Star	60/120	1	Nr. JDTC Lab	2011
4	Usha	60/80	1	Nr. Workshop	2017
<b>Main Building First Floor</b>					
5	Blue Star	60/120	1	Nr. RC	2013
6	Blue Star	60/120	1	Nr. PM lab FD	2011
7	Usha	60/80	1	Nr. GC lab FD	2017
<b>Main Building Second Floor</b>					
8	Blue Star	60/120	1	Nr. IT Server room	2011
9	Blue Star	60/120	1	Nr. GC lab DFT	2013
10	Usha	60/80	1	Nr. PM lab DFT	2017
<b>Main Building Third Floor</b>					
11	Blue Star	60/120	1	Nr. Printing lab	2013
12	Usha	60/80	1	Nr. FP-5	2017
<b>Main Building Fourth Floor</b>					
13	Usha	60/80	1	Nr. FP-3	2017
14	Voltas	60/120	1	Nr. FP-4	2013
<b>Canteen Block</b>					
15	Voltas	100/150	1	Ground floor	2009
16	Assemble	100/150	1	First Floor	2001
17	Voltas	60/120	1	Second floor	2009
<b>Girl's Hostel Ground floor</b>					
18	Voltas	20/40	1	Nr. N-3&4	2009
19	Voltas	20/40	1	Nr. N-13&14	2009
20	Voltas	60/120	1	Nr. T-4&5	2009
<b>Girl's Hostel First floor</b>					
21	Voltas	20/40	1	Nr. N. B-03&04	2009
22	Voltas	20/40	1	Nr. N. B13&14	2009
23	Voltas	60/120	1	Nr. T. B-04&05	2009
<b>Girl's Hostel Second floor</b>					



Seal & Signature of the tenderer  
Page 9 of 18

24	Voltas	20/40	1	Nr. N. C-03&04	2009
25	Voltas	20/40	1	Nr. N. C13&14	2009
26	Voltas	60/120	1	Nr. T. C-04&05	2009
	RDTC Building First Floor				
27	Blue Star	60/120	1	First Floor	2013
	Student Activity Center Ground Floor				
28	Blue Star	60/120	1	Student Activity	2013

**Note: Before submitting quotation it is in the interest of the Contractor 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.**

#### 9. 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:

#### 10. 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. Time schedule and periodicity of work for Water Coolers

##### 2.1 Work to be carried out quarterly:

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

- Oiling of blower motor and ensuring that it is not abnormally heated up and working smoothly.
- Checking of thermostat limits for proper temperature control, in case of any defect it to be replaced with new one.
- Tightening of all electrical connections.
- 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.

##### 2.3 Works to be carried out yearly-

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

##### 2.4 1<sup>st</sup> 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:

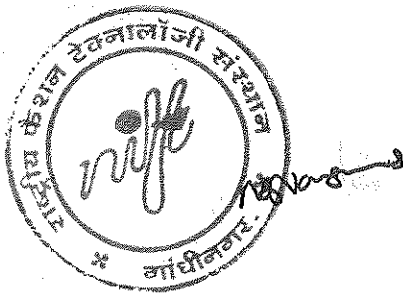


Seal & Signature of the tenderer  
Page 10 of 18

During the 1<sup>st</sup> servicing minor repairing of body and cover and painting is to be done. After that painting is to be done on 4<sup>th</sup> quarterly servicing only.

- 2.5 For the Water Coolers which are found defective, only item rates as agreed will be paid to the contractor. 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.
- 2.6 **At the time of expire of contract all the Water Coolers should be in good running condition.**
- 2.7 **Terms for Maintenance of Water Coolers (Comprehensive maintenance with parts).**
- (i) The firm shall, ensure visits by the Engineer on required frequency.
- (ii) The entire component required for replacement will be of manufacturer's make or of equivalent quality.
- (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 bidder/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 CONTRACTOR MUST VISIT THE INSTITUTE BEFORE QUOTING THE RATE.**



Seal & Signature of the tenderer  
Page 11 of 18

**UNDERTAKING BY THE AGENCY**

I have carefully gone through various terms and conditions listed in sections A, B, C and D 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 B-7, in order to cover accidental risk during Water Cooler maintenance work. I hereby indemnify NIFT from any liability in this regard.

Place \_\_\_\_\_ Signature of Contractor \_\_\_\_\_  
Date \_\_\_\_\_ Address : \_\_\_\_\_  
Contact No : \_\_\_\_\_

(Seal of the Contractor's firm)



Seal & Signature of the tenderer  
Page 12 of 18

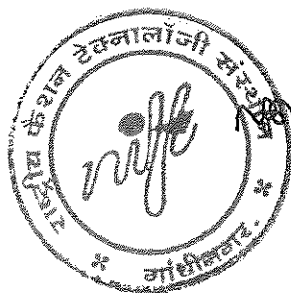
ANNEXURE - I

**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 Bidder**

Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Place: \_\_\_\_\_  
Contact no: \_\_\_\_\_



**ANNEXURE-II**

**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. 1.1 and 1.2	*Component Not Covered under AMC	**Remarks
1	2	3	4	5
1	Water Coolers	All except those mentioned under column 4 of this table		

(Signature of the bidder)

Name:

Place:

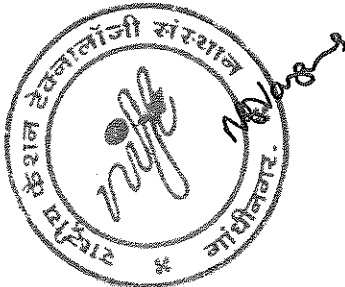
Contact No:

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  
Page 14 of 18

**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 contractor, stamped and sealed in a separate cover superscribed with “**Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers**”.
- The day tenders are opened; only Technical Bids will be opened first, in order to assess the capability and capacity of the contractor. After assessment of the capability and capacity of the tendering parties and subsequent short listing, Price bids shall be opened later.

- 1 Name of the Contractor's Firm : \_\_\_\_\_
  - 2 Address of the firm : \_\_\_\_\_  
\_\_\_\_\_
  - 3 Phone No. : \_\_\_\_\_
  - 4 Fax No. : \_\_\_\_\_
  - 5 Whether proprietary or partnership firm : \_\_\_\_\_
  - \*6 Name(s) of the Proprietor or Partners of the firm : \_\_\_\_\_  
(Please attach a photo copy of registration of the firm under Shops & Establishment Act in case of proprietorship and notarized copy of partnership deed in case of partnership deed or in case of a company, under the Companies Act)
  - 7 Address or location of the workshop or factory of the firm (if located in a different premises) : \_\_\_\_\_  
\_\_\_\_\_
- \*8. Does your firm has a valid registration issued by this type of Institutions / Govt. bodies / departments. If so, indicate No. \_\_\_\_\_ date \_\_\_\_\_ validity period \_\_\_\_\_ (please attach a photo copy).



\* **Details of requirement**

9. Please indicate below, Comprehensive Annual Maintenance Contract carried out by your firm during the **last two years**, for similar type of assignments in any Govt Institute, PSUs, Private Organizations etc.

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

(Please attach photo copies of AMC work orders)

10. Description of Registration filled by contractor

Sr. No.	Description of Registration	Registration No.	Validity Period
1.	Registration of PAN		
2.	Registration of the Agency under the Shops & Establishment Act		
3.	Registration of GST		

(Photo copies of above registration must be attached)

\* **Enclosures against proof for serial no. from 1 to 10 shall be enclosed with Technical Bid in serial number and abstract of same provided shall be attached with Technical Bid.**

Place

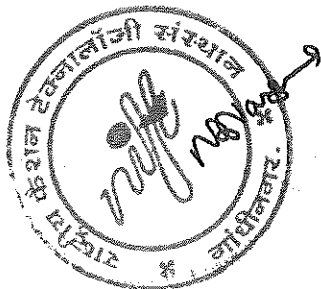
Signature of Contractor

Date

Address :

Phone :

(a) Registration of the Agency under the Shops & Establishment Act,(b) Registration of GST (C) Registration of PAN



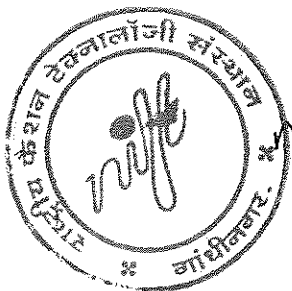
(Seal of the Contractor's firm)

Seal & Signature of the tenderer  
Page 16 of 18



Abstract of Enclosures:-

Sr. No.	Particular	Issued by	Page no	Remarks
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				



Seal & Signature of the tenderer  
Page 17 of 18

**PRICE BID**

**ANNEXURE-III**

**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	From 27 <sup>th</sup> October 2018		
				Sub Total Rs.	
				GST Rs.	
				Any other charges in l Rs.	
				Total in Rs.	
Total Amount in words:					

Place & Date:

Signature of bidder

Company Seal:

Address and seal of firm if any

**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 bidder failing which financial bid may be rejected.
3. Contractor should quote all-inclusive priced including all taxes and duties etc. for Successful execution of the contract.
4. Payment will be released after deducting required TDS as per Income Tax rules and penalty, if any.
5. It is prerogative of NIFT to issue work order for Comprehensive Annual Maintenance Contract of all water coolers or spare some units due to whatsoever reason and the units to be covered under AMC and amount thereof shall be finalised on prorata basis
6. 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.

**Tender for Comprehensive Annual Maintenance Contract for smooth functioning of Water Coolers at NIFT, Gandhinagar.**



Seal & Signature of the tenderer  
Page 18 of 18