



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, गांधीनगर

National Institute of Fashion Technology, Gandhinagar

(वस्त्र मंत्रालय, भारत सरकार द्वारा स्थापित एवं निफ्ट अधिनियम, 2006 के तहत एक सांविधिक निकाय)

(A Statutory body under the NIFT Act 2006 and setup by Ministry of Textiles, Govt. of India)

घ-0 मार्ग, गांधीनगर-382007/ GH-0 Road, Gandhinagar-382007.

दूरभाष / Phone No. 079-23265000/23265017/23265018

निफ्ट, गांधीनगर में स्थापित विभिन्न प्रकार के एयर कंडिशनर का व्यापक वार्षिक रखरखाव अनुबंध की ई-निविदा

E-Tender for Comprehensive Annual Maintenance Contract for different types of Air conditioners systems at NIFT, Gandhinagar

ई-निविदा क्रमांक/e-Tender Notice No. : **NIFT-GNR/Building/100/2020**

Two Bid Systems

ई-निविदा कार्यक्रम / E-TENDER EVENTS	दिनांक / DATES
ई-निविदा जारी करने की तिथि / Date of Issue of e-Tender	10/09/2021
प्री-बीड मीटिंग की तिथि / Date of Pre-Bid Meeting	17/09/2021
ई-निविदा के माध्यम से बोली जमा करने की अंतिम तिथि / Last date of bid submission through e-Tender	02/10/2021 till 5.30 PM
तकनीकी बोली खोलने की तिथि और समय / Date and Time of Opening of Technical Bid	04/10/2021 at 11.00 AM
मूल्य बोली खोलने की तिथि और समय / Date and Time of Opening of Price Bid	पुर्वसूचित किया जाएगा To be informed later on
निविदा की वैधता / Validity of tender	ई-टेंडर के दस्तावेज खोलने की तारीख से 90 दिन तक रहेगी। 90 days from the date of opening of e-tender documents.

निविदा शुल्क / Tender Fee :- NIL

ई.एम्.डी. /EMD : In lieu of EMD/Bid Security, bidders have to furnish the “**Bid Securing Declaration Form**” as per format specified in **Annexure-A** of this tender document.



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GH-0 Road, Gandhinagar-382 007.

Phone No.: 079-2326500/23265017/23265018

Website : <http://www.nift.ac.in/gandhinagar>

E-Tender for Comprehensive Annual Maintenance Contract for different types of

Air conditioners units at NIFT, Gandhinagar

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e-TENDER NOTICE

NIFT Gandhinagar invites online tender in two-bid systems from interested tenderers having experience in providing **Comprehensive Annual Maintenance Contract for different types of Air Conditioners units**. The interested firms should submit their tender on **Central Public Procurement (CPP)** Portal (URL: <http://eprocure.gov.in/eprocure/app> from 10/09/2021 to 02/10/2021 up to 5.30 pm. Tender document is also available for viewing on the NIFT website at <http://www.nift.ac.in/gandhinagar/tenders>.

1. Applications to this tender will be accepted only through the online mode through the **Central Public Procurement (CPP)** Portal (URL: <http://eprocure.gov.in/eprocure/app>) (Hardcopies of bids will not be accepted)
2. The bidders shall sign & stamp the Technical Bid Form (enclosed in this Tender document in **Annexure B**) & upload/submit them through the **Central Public Procurement (CPP)** Portal along with the necessary scanned certificates, documents of proof as required in support of their Technical & Financial bid. The Financial bids should be filled up in BOQ excel file format and upload in the above site. The Technical bid & Financial bid will be opened separately.
3. Interested bidders should visit the campus to inspect the equipment & installation before submitting the bids.
4. Care may be taken to ensure that the Financial bid's details are not visible along with the Technical bid. In case the Financial bid is visible along with the Technical bid, the bid will be liable to be rejected.
5. **Earnest Money Deposit (EMD):**
In lieu of EMD/Bid Security, bidders have to furnish the **"Bid Securing Declaration Form"** as per format specified in **Annexure-A** of this tender document.
6. **"Pre-Bid Meeting"** with the intending bidders shall be held on 17/09/2021 at 4.00 PM through online mode. Parties interested to attend the Pre-Bid Meeting should send their contact details including email and mobile no. at **Email.: nift.gandhinagar@nift.ac.in**
7. The Agency should quote firm rates exclusive of taxes & inclusive of all charges like transportation, freight, fares, insurance etc. for providing the services for the time period as indicated in the bidding document and no variation on above account will be allowed during execution of the Contract.
8. It is the responsibility of Tenderers to read all terms & conditions of this tender carefully before filling the tender. Incomplete tender documents / or bids not responsive enough to the tender terms shall be rejected. NIFT reserves the right to split or reject any or all the tenders without assigning any reason thereof.

9. Any vagueness/incomplete details in the offer shall make it liable to be rejected as such as shortcomings in the offer shall be interpreted as incompetence and disinterest on the part of the Tenderer to meet tender requirements.
10. Bids of such vendor will be rejected and action shall be taken against bidder including debarment / suspension from participation in Public procurement for 03 years if successful bidder does not fulfill any of the following conditions:
 - a. If information declared/document submitted found false/fake/forged.
 - b. If the successful bidder does not accept the Work Order or unable to provide the services.
 - c. If the bidder withdraws his bid/quote during tender process.
 - d. An agreement is not signed in the prescribed form within ten days of the receipt of the Letter of Award of the Contract;
 - e. If the Contractor does not commence services within 30 days of the stipulated date or does not comply the conditions of work order.
11. The Micro and Small scale industrial units, Startups registered under Department of Industrial Policy and Promotion (DIPP) are exempted from prior experience & turnover prior. Document proof for the same is to be provided in the Technical bid for clearance exemption.

12. Assistance to Bidders

- a) Bidder may submit queries (If any) relating to the tender document and the terms and conditions contained therein to Email ID: nift.gandhinagar@nift.ac.in
- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

i) Helpline Numbers: 0120-4001 002; 0120-4001 005; 0120-6277 787;

ii) Helpline Number:

+91-8077213001 (Ms. Shivani Rana, CPP Staff, NIFT Head Office, Delhi);

iii) Helpline Number:

+91-8849590297 (Mr. Siddharth Gupta, Jr. Assistant (Building), NIFT Gandhinagar)

**Joint Director
NIFT, Gandhinagar**

PART A: GENERAL TERMS AND CONDITIONS

1. The tender should be filled in completely and submitted in strict accordance with the instruction laid down herein; otherwise the tender is liable to be ignored.
2. Individual signing the tender or other documents connected with the tender must specify whether he signs as :
 - a) A sole proprietor of the concern or constituted attorney of such sole proprietor.
 - b) 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 partnership firm.
 - c) Director or Principal Officer duly authorized by the Board of Directors of the company. 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. In this case, 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 there is no authority to resolve dispute concerning the business of the partnership, the tender and all other related documents must be signed by all the partners of the firm.
3. The tenderer should not be blacklisted by any Department of the Central or State Government or any PSU or any other organization. In this regard, Tenderer is required to submit declaration as per **Annexure – V** of this tender document.
4. Any conditional offers made by the tenderer or incomplete and unsigned bids are liable to be rejected.
5. **Security Deposit :**

The Contractor whose tender is accepted, will be required to submit a Security Deposit amounting to 3% of the tendered value of the work. No interest shall accrue on this deposit, which will be returned after the successful completion of contract and after adjusting dues if any of the agency to NIFT.
6. The bid will be valid for a period of 90 days from the date of opening of tender.
7. The Agency submitting tender must attach photocopy copies of:
 - (a) Registration of the Agency under the Shops & Establishment Act,
 - (b) GST Registration Certificate,
 - (c) PAN Card.
8. The tenderer shall be responsible for engaging adequately trained personnel required for providing good maintenance services in institute.
9. The staff of the tenderer should possess sound health and should be free from any disease, especially contagious and frequently recurring diseases.

10. The tenderer shall make his own arrangements for security and protection of his staff and materials for carrying out maintenance work.
11. For repairing & maintenance works the quoted rates shall be inclusive of all materials, labours, transportation, ladder, preparation of surfaces, scaffolding, etc. if any, for execution of works as per the specifications and directions of the NIFT's Authority.
12. Workers deputed at the Institute by the contractor for carrying out the AMC services must possess valid ID card issued by the contractor.
13. In case if works are to be carried out on Saturday / Sunday & Holidays. The tenderer has to obtain working passes to carry out the work with prior approval of the NIFT Authority.
14. Any correction made in tender document while filling the tender must be certified/attested.
15. Technical bids will be evaluated by the evaluation committee of the Institute and Price bids of technically qualified tenderers shall be opened on a particular date and time which will be communicated later.
16. In case if any dispute arises during the contract period, the NIFT's decision will be final and will be binding to the tenderer.
17. The Contract shall be awarded initially for one year which may be renewed on the same terms and conditions for further two years on yearly basis on the satisfactory services / Institute's requirement.
18. Any direct or indirect attempt for negotiation on the part of the tenderer with the NIFT authority or any endeavor to bring influence by any means for securing contract will liable for rejection.
19. L 1 agency will be decided with the overall lowest in all items mentioned in the price bid (BOQ).
20. In case of L 1 being more than one then deciding criteria for award of work will be tenderer having more no. of years of experience.

21. Eligibility Criteria for Selection:-

(A) The agency should have annual turnover of Rs. 5.00 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 minimum 03 years in respect of providing services towards annual maintenance contract for air conditioner services. Copies of work orders, experience certificate, copies of agreement etc. must be provided in support of the same.

(C) The agency is required to submit following documents along with the tender document :

Sr. No.	Documents to be submitted	Proof Required
1.	Company / Firm Registration under Shops & Establishment Act	(To be Attached)
2.	PAN	(To be Attached)
3.	GST Registration	(To be Attached)
4.	Annexure- IV (Experience Details for last three years i.e. 2017-18, 2018-19 & 2019-20)	(To be Attached)

PART B: LEGAL TERMS AND CONDITIONS

- 1 The tenderer and his staff must abide by various rules and regulations of NIFT which are prevailing from time to time.
- 2 Contract can be terminated by either party by giving three months' notice in advance. However, NIFT reserves right to terminate the contract without notice either before the expiry of the term or if in case the work performance of the contractor is not up-to the standard or in case there is any violation of any condition of the contract agreement, or if there is any lapse in compliance of any labour legislation/laws, or if there is any incident of indiscipline on the part of the Tenderer or his staff. The decision of NIFT in this regard would be final and binding on the Contractor.
- 3 It will be the responsibility and liability of the contractor to have Accident Insurance Policy of his staff to cover accidental risk as per Workmen's Compensation Act, during maintenance of Air- conditioner units. NIFT will not be liable in this regard in any manner.
- 4 All Statutory obligations under various laws from time to time will have to comply by the contractor for which no extra payment shall be made to him at any time during the contract period.
- 5 The Tenderer and his staff shall comply with all instructions and directions of 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, without waiting for confirmation 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 it along with any loss/damage occurring on account of his staff individually or collectively in the institute immediately.
- 7 The work of AMC is to be carried out in NIFT Campus only. However, the work which cannot be done in the campus premises would be allowed to be done outside with prior written permission from NIFT Authority and no extra charge (transportation etc.) shall be paid other than scope of AMC.
- 8 In case of any damage the contractor shall be responsible to carry out the repairs without any delay to avoid any interruption in service & the cost of repairs shall be borne by the contractor. In case of theft or damage, the contractor shall replace the items lost, broken or damaged with the items of same quality at his own cost and expense. On completion / termination of the contract, the contractor will return all the hardware/repairing articles issued by NIFT during course of AMC in good working condition.
- 9 The contractor is liable for any loss, direct or indirectly arises due to delay in inspection or attending to faults whatsoever or due to fire, explosion or any other circumstances.

- 10 NIFT is not bound to provide any mode of transport in respect of men or material required for the contract.
- 11 The contractor will work in close co-operation and co-ordination with other agencies working in the campus.
- 12 The contractor shall ensure that the staff engaged by him for AMC services shall not smoke beedies, cigarettes or take alcoholic drinks and nor they are allowed to chew pan, areca nut, tobacco items etc. in the campus.
- 13 Sub-Contracting of the contract is strictly prohibited.
- 14 Dispute, if any arising out of other service contracts shall be settled by mutual discussion. The decision of NIFT shall be final in the matter.
- 15 NIFT reserves 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.
- 16 Non-compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract and liable for penalty amount as mentioned below:

Sr. No.	Event/Activity	Penalty Amount
1	Non-compliance of any terms and conditions enumerated under PART-A, B, C of this Tender document	500/- on each occasion
2	Non-compliance of AMC service call received from NIFT within 6 hours.	200/- per call/complaint
3	Non-compliance of repair/restoration/replacement of unit under AMC services within 24 hours	500/- per unit
4	Use of non-ISI marked part	Twice the cost of ISI marked part
5	Absence of Technician without prior information and replacement of manpower	500/- per day

Please Note: The Penalty amount shall be deducted and adjusted from Contractors Bill/Security Deposit. For the purpose of imposing penalty, decision of NIFT will be final and binding on the contractor and shall not be subject to dispute or arbitration.

PART C: FINANCIAL TERMS AND CONDITIONS

1. The payment shall be released on quarterly 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 copies of service/maintenance report duly certified by the NIFT's Authority.
2. Payment shall be released within 15 working days from the receipt of bills with all supporting documents. However, in the event of any query, objection or dispute with regard to bill or a part thereof, the 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.
3. Tax Deducted at Source (TDS) as applicable at prevailing rates from time to time shall be deducted at source while making payment of tenderer's bill.
4. All consumables/spares/parts and other materials not covered under comprehensive AMC shall be paid separately by NIFT for which Contractor will take prior approval of NIFT in writing.
5. The job will be entrusted on the basis of all inclusive rate on "As is where is" on competitive rate basis.
6. In future if there is any change in number of Air Conditioners, the amount will be paid as per the actual number of Air Conditioners in use. The quantity of Air Conditioners mentioned in **PART D** of this Tender document is indicative & may increase or decrease during the contracted period. The agency will have to abide by in providing said services accordingly.
7. If an AC is disposed of by NIFT or is otherwise taken out of use, the payment of AMC charges will be made only till the AC remained in use.

PART D: Details of equipment's:

1: Details of Air-conditioner units for Comprehensive Annual Maintenance Service at Gh-0 Extension Road, Near Info-city, NIFT Campus, Gandhinagar are as given below:-

Sr. No.	Area	Cap. (in ton)	Date of purchase	Make	Type	Qty.
1	Administration Area, (Main Building, Ground Floor)	1.5	05-10-2000	LG	Split	1
2		1.5	05-10-2000	LG	Split	1
3		2	05-10-2000	LG	Split	1
4		2	15-09-08	Hitachi	Split	1
5		2	15-09-08	Hitachi	Split	1
6		2	15-09-08	Hitachi	Split	1
7		2		Carrier	Split	1
8		1.5	03-08-09	Hitachi	Split	1
9		2	15-09-08	Hitachi	Split	1
10		1.5		Voltas	Window	1
11		1.5	18-04-07	Bluestar	Split	1
12		1.5	18-04-07	Bluestar	Split	1
13		1.5	18-04-07	Bluestar	Split	1
14		1.5	18-04-07	Bluestar	Split	1
15		2	15-09-08	Hitachi	Split	1
16	Design Studio	2	2015	LG	Split	1
17	Faculty Cabins (F&T Dept.) Ground Floor	2	15-09-08	Hitachi	Split	1
18		2	15-09-08	Hitachi	Split	1
19		1.5	15-09-08	Hitachi	Split	1
20		1.5	21-09-02	LG	Window	1
21	AV Room-F&T, Ground Floor	2	27-12-08	Hitachi	Split	1
22		2	27-12-08	Hitachi	Split	1
23	Faculty Cabins (F&LA Dept.), Ground Floor	2	15-09-08	Hitachi	Split	1
24		2	15-09-08	Hitachi	Split	1
25		2	15-09-08	Hitachi	Split	1
26		1.5	15-09-08	Hitachi	Split	1
27		1.5	18-09-02	LG	Split	1
28	AV Room-F&LA, Ground Floor	8.5	30-01-09	Carrier	Semi-Ductable	1
29	RPT Lab, F&LA, Ground Floor	2	28-02-03	LG	Split	1
30	JDTC Lab F&LA, Ground Floor	2	28-02-03	LG	Split	1
31	Work-shop F&LA, Ground Floor	2	31-03-19	Hitachi	Split	1
32		2	31-03-19	Hitachi	Split	1
33		2	31-03-19	Hitachi	Split	1
34		2	31-03-19	Hitachi	Split	1
35	Faculty Cabins (FMS Dept.), Ground Floor	1.5	18-09-02	LG	Split	1
36		1.5	17-05-07	Bluestar	Split	1
37		1.5	17-05-07	Bluestar	Split	1
38	FMS Classroom-1,	1.5	23-05-06	Hitachi	Split	1

39	Ground Floor	1.5	23-05-06	Hitachi	Split	1
40		1.5	23-05-06	Hitachi	Split	1
41		1.5	23-05-06	Hitachi	Split	1
42	FMS Classroom-2, Ground Floor	8.5	26-03-09	Carrier	Semi-Ductable	1
43	Head Librarian & RA-RC, 1 st Floor	2	01-08-08	Hitachi	Split	1
44	RC- material wing, Ground Floor	2	01-08-08	Hitachi	Split	1
45		2	01-08-08	Hitachi	Split	1
46		2	01-08-08	Hitachi	Split	1
47	RC- Server room, Ground Floor	2	01-08-08	Hitachi	Split	1
48	RC-malpur design studio, Ground Floor	2	01-08-08	Hitachi	Split	1
49	RC- open area, Ground Floor	2	01-08-08	Hitachi	Split	1
50		2	01-08-08	Hitachi	Split	1
51		2	01-08-08	Hitachi	Split	1
52		2	01-08-08	Hitachi	Split	1
53		2	01-08-08	Hitachi	Split	1
54		2	01-08-08	Hitachi	Split	1
55		2	01-08-08	Hitachi	Split	1
56		1.5	18-09-02	LG	Split	1
57	Faculty Cabins (F&A Dept.), 1 st Floor	1.5	15-09-08	Hitachi	Split	1
58		1.5	18-09-02	LG	Split	1
59		1.5	21-09-02	LG	Window	1
60		2	15-09-09	Hitachi	Split	1
61		1.5	18-09-02	LG	Split	1
62		2	15-09-08	Hitachi	Split	1
63		2	15-09-08	Hitachi	Split	1
64		1.5	03-10-18	Carrier	split	1
65	AV Room-F&A, 1 st Floor	1.5	18-09-02		Split	1
66		1.5	18-09-02	LG	Split	1
67		1.5	18-09-02	LG	Split	1
68		1.5	18-09-02	LG	Split	1
69	GC lab-1-F&A, 1 st Floor	2	31-03-19	Hitachi	Split	1
70		2	31-03-19	Hitachi	Split	1
71		2	31-03-19	Hitachi	Split	1
72		2	31-03-19	Hitachi	Split	1
73		2	31-03-19	Hitachi	Split	1
74		2	31-03-19	Hitachi	Split	1
75	PM lab-1-F&A, 1 st Floor	2	31-03-19	Hitachi	Split	1
76		2	31-03-19	Hitachi	Split	1
77		2	31-03-19	Hitachi	Split	1
78		2	31-03-19	Hitachi	Split	1
79		2	31-03-19	Hitachi	Split	1
80		2	31-03-19	Hitachi	Split	1

81	Faculty Cabins (FP Dept.), 2 nd Floor	2	06-09-08	Hitachi	Split	1
82		1.5	15-09-08	Hitachi	Split	1
83		2	15-09-08	Hitachi	Split	1
84	FP Tech Classroom, 2 nd Floor	1.5	18-09-02	LG	Split	1
85		1.5	18-09-02	LG	Split	1
86	Faculty Cabins (AP Dept.), 2 nd Floor	1.5	12-09-18	IFB	Split	1
87		1.5	12-09-18	IFB	Split	1
88		1.5	12-09-18	IFB	Split	1
89		1.5	12-09-18	IFB	Split	1
90		1.5		Hitachi	Split	1
91		1.5	31-07-07	Carrier	Split	1
92	AP Classroom-3, 2 nd Floor	2	07-05-07	Hitachi	Split	1
93		2	07-05-07	Hitachi	Split	1
94		2	07-05-07	Hitachi	Split	1
95	AP Classroom-2 (Video Conference room), 2 nd Floor	2	07-05-07	Hitachi	Split	1
96		2	07-05-07	Hitachi	Split	1
97		2	07-05-07	Hitachi	Split	1
98	AP Class room -1, 2 nd Floor	1.5	Anchor/	Hitachi	Split	1
99		1.5	Anchor/	Hitachi	Split	1
100	AP class room -4, 2 nd Floor	1.5		Carrier	Split	1
101		1.5		Carrier	Split	1
102	AP GC lab, 2 nd Floor	1.5	Anchor/	Hitachi	split	1
103		1.5	Anchor/	Hitachi	split	1
104		1.5	18-06-14	Hitachi	split	1
105		1.5	18-06-14	Hitachi	split	1
106		1.5	18-06-14	Hitachi	split	1
107		1.5	18-06-14	Hitachi	split	1
108		1.5	18-06-14	Hitachi	split	1
109		1.5	18-06-14	Hitachi	split	1
110	M.F.Tech, 2 nd Floor	2	31-03-19	Hitachi	Split	1
111		2	31-03-19	Hitachi	Split	1
112		2	31-03-19	Hitachi	Split	1
113		2	31-03-19	Hitachi	Split	1
114		2	31-03-19	Hitachi	Split	1
115	RA-IT & Lab Asst.-IT, 2 nd Floor	1.5	23-04-07	Bluestar	Split	1
116	conference Room – IT, 2 nd Floor	1.5	23-04-07	Bluestar	Split	1
117	Server Room – IT, 2 nd Floor	1.5	31-05-17	Hitachi	Split	1
118		1.5	31-05-17	Hitachi	Split	1
119	UPS Room –IT, 2 nd Floor	1.5	05-06-16	LG	split	1
120		1.5	05-06-16	LG	split	1
121	IT Lab-1, 2 nd Floor	2	31-03-16	Hitachi	split	1
122		2	31-03-16	Hitachi	split	1

123			2	31-03-16	Hitachi	split	1
124			2	31-03-16	Hitachi	Split	1
125	IT Lab-2, 2 nd Floor		2	31-03-16	Hitachi	Split	1
126			2	31-03-16	Hitachi	Split	1
127	IT Lab-3, 2 nd Floor		2	31-03-16	Hitachi	Split	1
128			2	31-03-16	Hitachi	Split	1
129			2	31-03-16	Hitachi	Split	1
130	IT Lab-4, 2 nd Floor		2	31-03-16	Hitachi	Split	1
131			2	31-03-16	Hitachi	Split	1
132			2	31-03-16	Hitachi	Split	1
133	IT Lab-5, 2 nd Floor		1.5	23-04-07	Bluestar	Split	1
134			1.5		LG	Split	1
135	IT Lab-6, 2 nd Floor		2	31-03-16	Hitachi	Split	1
136			1.5	05-06-16	LG	Split	1
137			1.5	05-06-16	LG	Split	1
138	Type V Quarter		1.5	05-06-16	LG	Split	1
139	Faculty Cabin, FC Dept., 2 nd Floor, RDTC Building		1.5	2015	Hitachi	Split	1
140	Faculty Cabin, FC Dept., 1 st Floor, RDTC Building		1.5	16-02-18	Hitachi	Split	1
141			2	2015	LG	Split	1
142	Faculty Cabin, FC Dept., Ground Floor, RDTC Building		2	2015	LG	Split	1
143	Photography Lab, 2 nd Floor, RDTC Building		2	06-09-08	Hitachi	Split	1
144	Auditorium Green room		0.9	2010	Hitachi	Split	1
145			0.9	2010	Hitachi	Split	1
146	Auditorium hall		22	2010	Bluestar	Package	1
147			22	2010	Bluestar	Package	1
148			22	2010	Bluestar	Package	1
149			22	2010	Bluestar	Package	1
150	EPABX Room		1.5	05-06-16	LG	Split	1
151	Auditorium Basement		1.5	05-06-16	LG	Split	1
152			1.5	05-06-16	LG	Split	1
153			1.5	05-06-16	LG	Split	1
154			1.5	18-09-02	LG	Split	1
155			1.5	08-03-09	Hitachi	Split	1
156	Guest house (Staff quarter 1)		1.5	2010	LG	Split	1
157	Guest house (Staff quarter 3)		1.5	2010	LG	Split	1
158	Girls Hostel (warden office)		2	2015	LG	Split	1
Total tonnage			371.3		Total number of ACs.		158

2. Details of VRV/VRF, Cassette, split, midea make Air-conditioner units for Comprehensive Annual Maintenance Service at Gh-0 Extension Road, Near Info-city, NIFT Campus, Gandhinagar, details given below:-

(I) In-Door unit detail :

Sr. No.	Area	In –Door unit qty.			Total TR.	Location
		2.6 Tr.	3.0 Tr.	4.0 Tr.		
1	Main Building	-	-	2	8	3 rd Floor
2		-	3	-	9	
3		-	3	-	9	
4		-	3	-	9	
5		-	3	-	9	
6		-	-	2	8	
7		-	-	4	16	
8		-	3	1	13	
9	Main Building	-	-	3	12	4 th Floor
10		-	-	3	12	
11		-	-	3	12	
12		-	-	3	12	
13	RDTC Building	-	-	2	8	Ground Floor
14	RDTC Building	-	-	2	8	2 nd Floor
15		-	-	2	8	
16		2	-	2	13.2	
Total Tonnage					166.2	

(II) Out-Door unit detail :

Sr.No.	Area	Out- Door in HP	Location
1	Main Building	10	3 rd Floor
2		10	
3		10	
4		10	
5		10	
6		12	
7		16	
8		16	

9	Main Building	16	4 th Floor
10		14	
11		12	
12		12	
13	RDTC Building	12	Ground Floor
14	RDTC Building	16	2 nd Floor
15		14	
16		14	
Total HP		190	

(III) Cassette split Unit Details :

Sr. No.	Area	Qty.	Capacity in ton	Total Tr.	Types of AC	Location
1.	Student Activity Centre	2	3	6	Cassette	Ground Floor
2.		1	3	3	Cassette	
3		2	3	6	Cassette	
4		1	1.5	1.5	Split	
5		1	1.5	1.5	Split	
6		1	1.5	1.5	Split	
7		1	1.5	1.5	Split	
Total Ton.				21		

(IV) Centralized remote control system : Qty.: 3

Centralized remote control (CRC) system which is monitored through a PC installed at a remote office area including communication cable single PC to be linked with AC Systems of 3rd floor, 4th floor and RDTC Building only for VRV/VRF Systems at NIFT Campus Gandhinagar.

Specifications:

1. Monitoring and controlling of temperature of each area.
2. On/off control for each area.
3. Weekly scheduling for each area.
4. Overriding of control function of individual units
5. Control of all IDUs.

Note:

- 1) **Before submitting bid it is in the interest of the Tenderer to visit NIFT, Gandhinagar Campus to conduct inspection of Air- conditioner Systems installed at different locations during office hours (9.00 am to 5.30 pm) from Monday to Friday on working days.**
- 2) **The above mentioned quantity of AC units may increase/decrease and the payment will be made as per actual (as mentioned in Clause no. 09 & 10 under PART C- Financial Terms & Conditions)**

PART E: Scope of Work

The Agency shall perform the following work to carry out Comprehensive Annual Maintenance Contract for different types of Air conditioners systems.

1) SCOPE OF ANNUAL MAINTENANCE CONTRACT SERVICES :-

Scope of all inclusive Comprehensive Annual Maintenance Services shall include providing routine maintenance services, attending complaints as and when they occur in Window/Split/semi-ductable/ductable/Package/Cassette/VRV/VRF Air-Conditioners and Annual Maintenance Services. Comprehensive AMC services shall include providing of all man power, labour, tools and tackles and replacement of defective spare parts, replacing chilling pipe, out let pipe, brazing of coils if leaking, part wiring or complete wiring of AC (internally), gas charging, providing and replacement of compressor with manufacturer, insulation of supplying copper pipe, function of remote, replacement of any electrical part etc. including consumables. It should be ensured that AC's function in proper way. **Contractor shall depute one technician at NIFT Campus during Contract Period from Monday to Saturday on full time basis.**

2) ROUTINE AMC SERVICES (ONCE IN 3 MONTHS/Quarterly) :

(i.e. 4 number of services in a year in such a way that functioning of all AC's remain smooth & effective)

Routine maintenance services shall include at least the following services:

- a) Cleaning of filter.
- b) Checking operation of the controls of the air conditioners such as selector switch, thermostat, relays, remote control, etc.
- c) Checking air flow through the supply air grill, return air grill, condenser.
- d) Checking operation of the drive motors and fans.
- e) Checking air temperature at the following location:-
 - i. Supply air grill,
 - II. Return air grill,
 - III. Inlet air condenser,
 - IV. Outlet air from the condenser.
- f) Checking Firmness of the Supporting arrangement for the compressor, blower motor, air conditioners casing and fixing of the air conditioners, etc.
- g) Checking of Gas & charging/Top-up of same if required, Checking of Running Capacitors & repair/replacement of same if required

Replacement of components (if found defective) after the above checks and tests will be carried out by the contractor under supervision of NIFT Authority.

- h) The agency shall use ISI marked parts for repairs/replacement & old parts will be submitted to the NIFT.

- i) If the agency uses a non-ISI marked part, a penalty of doubled the cost of that part will be imposed.

A maintenance schedule mutually agreed upon will be prepared before commencement of the AMC

3) ANNUAL MAINTENANCE SERVICES (ONCE A YEAR)

The scope of work shall include all checks and tests as detailed under routine maintenance services. In addition annual maintenance services shall also include:

- a) Cleaning the condenser and evaporator coils with suitable detergent / chemical solution and flushing with high-pressure jet of water.
- b) Greasing of blower motors and all moving parts.
- c) Prevention of rusting of units.

The above activities must be carried out within 15(fifteen) days from the date of award of the contract.

4) ON CALL AMC SERVICES:-

On call AMC services shall include attending to any complaint at any time during the contract period on receipt of verbal/written complaint from the NIFT's Authority. The response time should be within 6 hrs. & repair/restoration/replacement time within 24 hrs. Failing which, a stand by machine would be provided by the Contractor at his own cost and expenses within 24 hours after receiving of complaint. Non-compliance of this provision will attract a penalty as per clause no. 16 under **PART B: Legal Terms & Conditions** of this Tender document.

The agency shall have to attend all complaints on information/direction received from NIFT. The services would be provided on regular basis during NIFT's working hours i.e. 9:00 am to 5:30 pm & in case of emergency beyond NIFT's working hours or holidays with prior written approval from NIFT Authority.

5) Centralized Remote Control System :

- To maintain working condition of Centralized remote control (CRC) system without any Break-down.
- checking of following functions:
 - a. Monitoring and controlling of temperature of each area.
 - b. On/off control for each area.
 - c. Weekly scheduling for each area.
 - d. Overriding of control function of individual units.
 - e. Control of all IDUs.

- 6) All proper PPEs and consumables like spray pumps, tools & tackles, materials; consumables etc. are in the scope of tenderer.
- 7) Tenderer shall depute competent and skilled personnel for executing the works.
- 8) Prior confirmation shall be given to NIFT office for necessary gate pass etc. for entry permissions.
- 9) Transportation shall be in the scope of the Tenderer, to carry out job at various locations.
- 10) Tenderer has to provide high standard of work in disciplined manner and is required to inform about the progress of work to the Authority of NIFT.

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

ANNEXURE – I

UNDERTAKING BY THE AGENCY

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

I/We hereby undertake to provide Accident Insurance Policy of our workers as per the Workmen’s Compensation Act, 1923 (ACT No. 8 of 1923) , in order to cover accidental risk during the AMC work of this contract. I/We hereby indemnify NIFT from any liability in this regard.

Place	Signature of Tenderer
Date	Address : _____ _____ _____
	Contact No : _____ _____

(Seal of the Tenderer’s firm)

ANNEXURE – II

**MAINTENANCE INFRASTRUCTURE FACILITIES INCLUDING ADDRESSES OF THE LOCAL
SERVICE CENTERS OF THE TENDERER**

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

Name:

Signature of the Tenderer

ANNEXURE-III

STATEMENT OF TECHNICAL SERVICES

For Comprehensive Annual Maintenance Contract for different types of Air Conditioners systems with parts

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

Sr. No.	Item	*Component Not Covered under Comprehensive AMC	Component Covered under AMC as per scope of work of this tender	**Remarks
1	2	3	4	5
I	Window, Split, package , Ductable, Cassette/VRV/ VRF Air-conditioner units and Centralized remote control (CRC) system (for VRV/VRF Systems)	<ul style="list-style-type: none">- In-door/Out-door condenser coil,- Plastic parts,- Remote,- Thermocol parts- Air Filters- Sheet Metal Parts- Voltage Stabilizers & Scanners- Circuit breaker	<ul style="list-style-type: none">- All except those mentioned under column 3 of this table	

(Signature of the tenderer)

Date:

Name:

Seal

Place:

Contact No:

*** Components not mentioned in column 3 will be presumed to be covered under AMC**

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

Annexure – IV

Experience Details

Please indicate below, Comprehensive Annual Maintenance Contract for different types of Air Conditioners systems work carried out by your firm during the last three years (i.e. 2017-18, 2018-19 & 2019-20) for the similar types of assignments (i.e. work order for comprehensive annual maintenance contract for Air conditioners).

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

(Please attach copies of work completion certificate / Work orders of Comprehensive AMCs)

Place:

Signature of Tenderer

Date:

Address :

Phone :

(Seal of the Tenderer's firm)

ANNEXURE-V

SELF-DECLARATION – NO BLACKLISTING

In response to the Tender Document for Comprehensive Annual Maintenance Contract for different types of Air Conditioners systems at NIFT Gandhinagar, I/ We hereby declare that presently our Company/ firm _____ is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

I/We further declare that presently our Company/ firm is not blacklisted or debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission including violation of relevant labour laws.

I/We further declare that contract of our Company/ firm has never been terminated by any State/ Central Government/ PSU/ Autonomous Body due to deficiency in services, performance or any other defaults.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, our security may be forfeited in full and the bid, if any to the extent accepted may be cancelled at any stage and the contract may be terminated and we shall be debarred from bidding in future against any other tender.

Yours faithfully,

Place:

Date:

Signatures

Name

Seal of the Organization

ANNEXURE-A

Bid Securing Declaration Form

Date: _____

Tender No. _____

To
The Director,
National Institute of Fashion Technology,
Gandhinagar Campus,
Gandhinagar, Gujarat- 382007

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration. I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of

- (i) the receipt of your notification of the name of the successful Bidder; or
- (ii) thirty days after the expiration of the validity of my/our Bid.

(Signature of the Bidder):

Designation Seal

Date:

Address:

ANNEXURE- B
TECHNICAL BID

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR DIFFERENT TYPES OF AIR CONDITIONERS SYSTEMS AT NIFT CAMPUS GANDHINAGAR

- This Technical Bid for Annual Repair & Maintenance contract should be filled in e-Tender by the tenderer along with uploading of all relevant supporting documents.
- Technical Bids will be opened first, in order to assess the eligibility, capability and capacity of the tenderer. After Technical Evaluation, Price Bids of the technically qualified tenderer's shall be opened later.

Details of the tenderer :

1	Name of Tendering Company/ Firm			
2	Name of Owner/Partners/Directors			
3	Full Particulars of Office :			
a	Complete Address			
b	Telephone No.			
c	E-mail Address			
4	Provide Page No. where "Bid Securing Declaration Form" in Annexure-A is attached.			
5	Registration Details			
a	Firm/Company Registration under Shops & Establishment Act			
b	PAN/TAN			
c	GST Registration No.			
6	Turnover of the Tenderer during last three financial years. (The Tenderer should have annual turnover of Rs. 5.00 Lakh per year in last three financial years)	2017 – 2018 _____	2018 – 2019 _____	2019– 2020 _____
7	The agency must have experience of minimum 03 years (i.e. 2017-18, 2018-19 & 2019-20) in respect of providing services towards annual maintenance contract for air conditioner services.			

- ❖ **Scanned copies of Experience, Abstract of Proof & Enclosures as per Technical Bid must be submitted in e-tendering compulsorily & it should be duly attested by Tenderer.**
- ❖ **Tender not accompanied with above information & documents in support of the same may be summarily rejected, which may be noted.**



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, गांधीनगर

National Institute of Fashion Technology, Gandhinagar

वस्त्र मंत्रालय, भारत सरकार द्वारा स्थापित एवं निफ्ट अधिनियम, 2006 के तहत एक सांविधिक निकाय)
(A Statutory body under the NIFT Act 2006 and setup by Ministry of Textiles, Govt. of India)

घ-0 मार्ग, गांधीनगर-382007/ GH-0 Road, Gandhinagar-382007.

दूरभाष / Phone No. 079-23265000, 079-23265017, 23265018

ANNEXURE C- PRICE BID (BOQ)

Name of work: Comprehensive Annual Maintenance Contract for different types of Air Conditioners systems at NIFT, Gandhinagar campus as mentioned in Part "D" of this Tender document and the rates to be quoted for the same by the tenderer are as under:

Tender Inviting Authority: < Director, NIFT Gandhinagar >

Name of Work: < Comprehensive Annual Maintenance Contract for different types of Air Conditioner systems at NIFT, Gandhinagar >

Contract No: < NIFT-GNR/Building/100/200 >

Name of the Bidder/ Bidding Firm/ Company :									
PRICE SCHEDULE									
(DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)									
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)									
NUMBER #	TEXT #	TEXT #	NUMBER	TEXT #	NUMBER	NUMBER	NUMBER #	NUMBER	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in	GST Amount in INR Rs. P	TOTAL AMOUNT Without Taxes col (13) = (4) x (7)	TOTAL AMOUNT With Taxes col (14) = sum (8) to	TOTAL AMOUNT In Words
1	2	3	4	5	7	9	13	14	15
1	Electrical Items :								
1.01	Split AC, 0.9 Tonn	item1	2.00	Nos			0.00	0.00	INR Zero Only
1.02	Split AC, 1.5 Tonn	item2	75.00	Nos			0.00	0.00	INR Zero Only
1.03	Split AC, 2.0 Tonn	item3	79.00	Nos			0.00	0.00	INR Zero Only
1.04	Window AC, 1.5 Tonn	item4	3.00	Nos			0.00	0.00	INR Zero Only
1.05	Semi-Duct AC, 8.5 Tonn	item5	2.00	Nos			0.00	0.00	INR Zero Only
1.06	Package Type AC, 22 Tonn	item6	4.00	Nos			0.00	0.00	INR Zero Only
1.07	Cassette AC, 2.6 Tonn	item7	2.00	Nos			0.00	0.00	INR Zero Only
1.08	Cassette AC, 03 Tonn	item8	20.00	Nos			0.00	0.00	INR Zero Only
1.09	Cassette AC, 04 Tonn	item9	29.00	Nos			0.00	0.00	INR Zero Only
1.10	VRV/VRF, 10HP	item10	5.00	Nos			0.00	0.00	INR Zero Only
1.11	VRV/VRF, 12HP	item11	4.00	Nos			0.00	0.00	INR Zero Only
1.12	VRV/VRF, 14HP	item12	2.00	Nos			0.00	0.00	INR Zero Only
1.13	VRV/VRF, 16HP	item13	4.00	Nos			0.00	0.00	INR Zero Only
1.14	CRC	item14	3.00	Nos			0.00	0.00	INR Zero Only
Total in Figures							0.00	0.00	INR Zero Only
Quoted Rate in Words							INR Zero Only		

NOTE:

1. Please note that this is an indicative format. The price bids need to be filled only in the **BOQ.xls** file that can be downloaded along with tender document. Prices to be quoted in Indian Rupees only in figures.
2. Actual consumption of material and labour may increase or decrease depending upon actual execution. Payment will be released on actual consumption of material and labour. Before Bidding the bidder should inspect all AC's and shall ensure that all AC's should be in working condition.
3. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender.
Bidders are allowed to enter the Bidder Name and Values only
4. It shall be responsibility of Bidder to make the project fully functional. The quoted rates filled by Bidders should be inclusive of transportation, freight, fares, insurance etc. for providing the services whereas the GST applicable should be filled in the column of GST only.