



**NOTICE INVITING QUOTATIONS FOR ANNUAL MAINTENANCE CONTRACT FOR AIR CONDITIONERS INSTALLED IN BRANCHES/OFFICES OF PUDUCHERRY ZONE**

Indian Bank, a Public Sector Bank invites Closed Quotations for awarding Annual Maintenance Contract for the air conditioners installed in their branches in Pondicherry zone for a period of one year.

**The closed quotations should be forwarded to the below mentioned address on or before 25.08.2022 2.00 pm.**

**Indian Bank, Zonal Office Pondicherry  
66/4, East Coast Road, Pakkamudyampet.  
Puducherry - 605008  
Ph : 0413-2257139, Mob : 9442204638**

**ELIGIBILITY CRITERIA:**

1. The vendor should have been awarded Annual Maintenance contract of ACs as in whereas condition in any of the Public Offices/Schools/Colleges in the past 3 years.
2. The vendor should be registered /Applied for MSME registration with valid Udyog Aadhar No. / Udyam Registration No. and GST No.
3. The vendor should produce copies of authorization letter from OEM (Original Equipment Manufacturer) / authorized sales dealers of Acs for service of their equipment.

**FORMAT FOR QUOTATIONS:**

Particulars	Comprehensive(< 7 years Old AC)			
	Product	capacity	count	Amt(in Rs)
Annual Maintenance Contract charges for 1 year				

**Note:** The Closed quotations should be accompanied with individual pricelist of the spares of the Air conditioners.

**TERMS AND CONDITIONS OF THE AMC:**

1. **Period** – 01 Year w.e.f. 01-09-2022 to 31.08.2023.
2. The Maintenance contract will be for the following:
  - a. ACs installed in Branches/Offices – **Total Nos : 215 units(1 Ton/1.5 Ton/2 Ton) & 4tonne Cassette Ac : 2 units.**
3. The branches/offices/ATMs where new equipment were installed, AMC will be applicable only after expiry of the Warranty Period.
4. **Payment will be made on quarterly basis by Zonal Office** after submission of quarterly service reports duly attested by the respective Branch Managers at the end of every quarter.
5. Total of 04 mandatory services should be carried out in 1 year in each quarter with a gap of 60 days between each service.
6. The following shall be included in the quarterly service:
  - a. Servicing of Acs such as gas leakage to provide effective cooling .
  - b. Checking of all wears and tears of the wires.



- c. Carrying out all the normal services like cleaning of filters, outdoor unit etc.
- d. Seasonal cleaning and periodic maintenance to remove impurities
7. Break down calls or repairs, shall be attended within 48 hours, free of cost.
8. Technicians shall carry their identity cards issued by your office and produce the same on demand by the Branch Manager.
9. Minor repairs and change of minor spare parts shall be done free of cost.
10. Replacements / additions if required may be carried out after obtaining confirmation from the Zonal Office. Payments for the spares will be cleared by the respective branches on successful functioning of the ACs.
11. For all major repairs, cost of spares, if required to be replaced or additions required for ACs will be as per the rates that will be finalized by our Zonal Office. The cost that will be finalized will be binding throughout the period of Maintenance contract irrespective rise or reduction of prices in the market.
12. Bank reserves the right to cancel the Annual Maintenance Contract by notice in writing, in case the above mentioned conditions are violated or if the services are not satisfactory.
13. Bank reserves the right to award the contract to only one bidder or may split the contract between successful bidders at L1 rates in case of more than one L1 bidder.

**The Closed quotations will be opened on 26.08.2022 at 04.00 pm**

Incomplete Quotations / late Quotations / Quotations not accompanied by requisite documents are liable to be rejected.

Priority will be given to Quotations from Public Sector Undertaking / Govt. Organisations.

The Bank reserves the right to reject any application without assigning any reasons whatsoever.

Quotations from agents / brokers will not be accepted.

**Deputy General Manager / Zonal Manager,**

IndianBank, Pondicherry Zone

Contact Ph: 0413-2257139, Mob : 9442204638

For further details, please logon to our Bank's Web-site [www.indianbank.in](http://www.indianbank.in)

NOTICE INVITING QUOTATIONS FOR ANNUAL MAINTENANCE CONTRACT FOR AIR  
CONDITIONERS INSTALLED IN BRANCHES/OFFICES OF PUDUCHERRY ZONE