

Empanelment of Vendors and Rate Contract for Maintenance Contract of A/C Machines

Closed bids are invited for maintenance contract of A/C Machines fitted in 51 Branches and 03 Offices for Indian Bank, Kumbakonam Zone. Terms and Conditions along with Application cum Bid Form is part of this document to be utilised for bidding, no addition or omission permitted, noncompliance will lead to disqualification. The last date to receiving duly filled Application cum Bid Form along Terms and Condition is on 15 Apr 2024. The bids will be open on 16 Apr 2024 at Zonal Office Kumbakonam. This rate contract is for the period from 01/05/2024 to 30/04/2027 (36 months). All the bids to be submitted to Zonal Office Kumbakonam addressed to “The Deputy Zonal Manager, Zonal Office Kumbakonam, No:348 B-1 1st Floor, Thiruvaidaimaruthur Road, Nal Road, Kumbakonam-612 002” clearly mentioning “Empanelment of Vendors and Rate Contract for Maintenance Contract of A/C Machines” over the cover.

Date of Tender Publishing: 27/03/2024

Closing of Tender : 15/04/2024

Opening of Bids : 16/04/2024

Terms and Conditions

1. The contract is for a period of 36 months from 01/05/2024 to 30/04/2027 and the Empanelled contractor shall bound to carry out minimum of one routine maintenance services per quarter. Details of Quarters as follows:

- (a) Quarter 1 - From 01 May to 31 Jul
- (b) Quarter 2 - From 01 Aug to 31 Oct
- (c) Quarter 3 - From 01 Nov to 31 Jan
- (d) Quarter 4 - From 01 Feb to 30 Apr

2. During every quarter the Empanelled contractor shall bound to attend breakdown service of Air- Conditioners, if any within a period of 24 hours of intimation through telephone/mobile phone by the Branch Mangers or any other person authorized.

3. Charges in connection with the replacement of spare parts and compressor shall be paid extra on production of valid invoice through which the purchase is effected.

4. Before performing the routine/breakdown service, the Empanelled Contractor should take due permission from the concerned Branch Manager or any other authorised person and demonstrate the working of the Air-Conditioning units to such person after the servicing.

5. While performing the routine / breakdown service, the Empanelled contractor shall take due consent from the Branch Manager or any other authorized person before making any replacement of parts/major systems.

6. Up on completion of the routine service or breakdown service the Empanelled Contractor shall enter the details of work done, parts replaced if any and specific remarks if any with date in the service report and get it endorsed by the Branch Manager or any other authorised person.

7. The contract amount for every quarter will be paid to the Empanelled Contractor after the completion of every quarter.

8. During the routine/breakdown service of Air-Conditioners, the Empanelled Contractor should take sufficient measures for the safety of the technicians and workers engaged by him in such maintenance activities and the Empanelled Contractor himself only shall be responsible for any loss or damage caused to him or the people deputed by him in this regard.

9. During the course of service of the Air-Conditioners any damages or losses that may occur to the Air-Conditioning units or any other equipment or assets of the Bank due to careless/improper handling or faulty/improper adjustments, the Empanelled Contractor shall be responsible for the same and he will be bound to compensate for the losses suffered to the Bank in that respect.

10. Continuation of the contract depends upon performance satisfactory to the Branch Manager / Person In-Charge. The contract amount will be paid upon satisfactory execution of the contract.

11. The Price Bid should contain all relevant rates and charges (Service charge / installation Charge) and the rates should be quoted in Indian Rupees only.

12. Cost economics of the bids will be decided on the Basis of Total Cost of Equipment/cost of components having low MTBF/ services as enumerated in the enclosed Application cum Bid Form.

13. **Vendors from Tamilnadu only participate in the bidding process, others state vendors participating in the bid need to demonstrate presence of branch office in the district of Thanjavur or Ariyalur.** Preference will be given to vendors having Offices in Thanjavur and Ariyalur Districts. Other adjacent districts Trichy, Mayiladuthurai, Nagapattinam and Thiruvarur can apply, their selection subject availability of local vendors.

14. Rates of equipment/services will be arrived individually based on L1 rates of bids received, all the bidders will be called to match rates arrived at. Rate contract shall be awarded subjected to acceptance of rates arrived at by bidding process.

15. Branches/Offices will be allotted to vendors by Zonal Office Kumbakonam. Performance of the Empanelled Vendor will be reviewed Half yearly basis through feedback from Branch Managers and Heads of offices in the zone.

16. If the Empanelled Contractor fails to comply with or violate any terms and conditions agreed up on, he/she will be de-empanelled.

I have agreed to do the maintenance of the air condition machines as per the terms and conditions enumerated above. I also agreed to execute a bond in case of Empanelment.

Place :

Date :

Signature

Application cum Bid Form

We like to Empanel with Indian Bank, Kumbakonam Zone for Maintenance contract for the period from 01/05/2024 to 30/04/2027, our bids are as follows:

SL	Description	Base Rate	GST 18%	Total Cost
1	New Compressor			
	Split Inverter 1.0 ton			
	Split Inverter 1.5 ton			
	Split Inverter 2.0 ton			
	Split Non Inverter 1 ton			
	Split Non Inverter 1.5 ton			
	Split Non Inverter 2.0 ton			
	Cassette AC 1.5 ton			
	Cassette AC 2.0 ton			
2	Gas Charging			
3	Rewinding of Outdoor unit fan motor			
4	New Outdoor unit fan motor with bearing			
	Split Inverter 1.0 ton			
	Split Inverter 1.5 ton			
	Split Inverter 2.0 ton			
	Split Non Inverter 1 ton			
	Split Non Inverter 1.5 ton			
	Split Non Inverter 2.0 ton			
	Cassette AC 1.5 ton			
	Cassette AC 2.0 ton			
5	Condenser Coil (Copper)			
	Split Inverter 1.0 ton			
	Split Inverter 1.5 ton			
	Split Inverter 2.0 ton			
	Split Non Inverter 1 ton			
	Split Non Inverter 1.5 ton			
	Split Non Inverter 2.0 ton			
	Cassette AC 1.5 ton			
	Cassette AC 2.0 ton			
6	New Indoor Unit			
	Split Inverter 1.0 ton			
	Split Inverter 1.5 ton			
	Split Inverter 2.0 ton			

	Split Non Inverter 1 ton			
	Split Non Inverter 1.5 ton			
	Split Non Inverter 2.0 ton			
	Cassette AC 1.5 ton			
	Cassette AC 2.0 ton			
7	Repair Charges of PCB			
8	New PCB			
9	Outdoor unit fan motor blade			
	Split Inverter 1.0 ton			
	Split Inverter 1.5 ton			
	Split Inverter 2.0 ton			
	Split Non Inverter 1 ton			
	Split Non Inverter 1.5 ton			
	Split Non Inverter 2.0 ton			
	Cassette AC 1.5 ton			
	Cassette AC 2.0 ton			
10	Stabilizer Single Booster			
11	Stabilizer Double Booster			
12	Copper Tube per meter			
13	Power Cable per Meter			
14	Reinstallation / Commissioning			
15	Total dismantling and overhaul with power wash			
16	Transportation Charges per 10 KM			
17	Maintenance Contract Charge per Quarter, which includes replacement of all other items except items mentioned from SL 1 to 16 of this table (In addition, visit on call as and when required without any additional charges)	X	X	X
	(a) 1.0 Ton Split A/C			
	(b) 1.5 Ton Split A/C			
	(c) 2.0 Ton Split A/C			
	(d) 1.0 Ton Window A/C			
	(e) 1.5 Ton Window A/C			
	(f) 1.5 Ton Cassette A/C			
	(g) 2.0 Ton Cassette A/C			

Place :

Date :

SEAL

Signature