

राष्ट्रीय फैशन एवं प्रौद्योगिकी संस्थान, गांधीनगर

(निफ्ट अधिनियम, 2006 के तहत एक सांविधिक संस्थान)

घ-० एकसटेशन-सड़क, इन्फोसिटी के नजदीक, गांधीनगर-३८२००७

दूरभाष नंबर. ०७९-२३२६५०००, २३२४०८३२, २३२४०८३४

फैक्स. नंबर ०७९२३२४०७७२

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

## ई-निविदा दस्तावेज़

**ई-निविदा संख्या : NIFT-GNR/Building/714/2018**

पावती नं. एवं जारी करने कि तिथि : \_\_\_\_\_

के पक्ष में जारी किया गया : \_\_\_\_\_

निविदा प्रक्रिया के लिए निर्धारित की गयी समय सारणी:


ई-निविदा सूचना प्रकाशित करने की तिथि	07/01/2020
ई-निविदा दस्तावेज़ की बिक्री आरम्भ करने की तिथि	07/01/2020
ई-निविदा दस्तावेज़ की बिक्री की अंतिम तिथि	27/01/2020 को 14:00 बजे पूर्वान्ह तक
विधिवत भरी हुई निविदाएँ प्राप्त करने की अंतिम तिथि	27/01/2020 को 15:00 बजे अपरान्ह तक
तकनीकी संविदाएं खोलने की तिथि एवं समय	30/01/2020 को 16:00 बजे अपरान्ह

**नोट:** इस ई-निविदा दस्तावेज़ में 23 पृष्ठ शामिल हैं। सभी निविदाकारों से अनुरोध है कि वे ई-निविदा दस्तावेज़ के सभी पन्नों पर हस्ताक्षर करें तथा तकनीकी एवं वित्तीय संविदाओं को विधिवत भर कर एक कवर में अच्छी तरह मुहरबंद करके उस पर "निफ्ट गांधीनगर केंद्र में स्थापित वातानुकूलक यंत्रों के व्यापक वार्षिक रखरखाव अनुबंध की ई-निविदा" लिख कर ही जमा करें।

(एन बी वैष्णव)

ओ.एस.डी



	<b>National Institute of Fashion Technology</b> (Ministry of Textiles, Govt. of India) Gh-0 Extension Road, Nr. Infocity, Gandhinagar-382 007. Phone No. 079-23240832, 2326500,23240834 Fax No. 079-23240772 Website : <a href="http://www.nift.ac.in/gandhinagar">http://www.nift.ac.in/gandhinagar</a>
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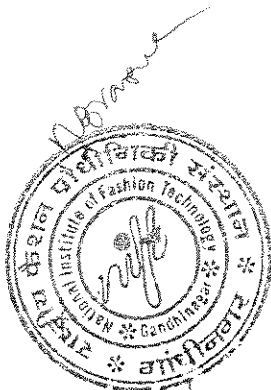
**E-TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR SMOOTH  
FUNCTIONING OF WINDOW, SPLIT, PACKAGE, SEMI-DUCTABLE TYPE AIR- CONDITIONER  
UNITS AT NIFT CAMPUS GANDHINAGAR**

**TENDER NOTICE NO:- NIFT-GNR/BUILDING/714/2018**

<b>Date of Issue of e-Tender</b>	<b>:</b>	<b>07/01/2020</b>
<b>Last date of bid submission through e-Tender</b>	<b>:</b>	<b>27/01/2020 at 15:00 Hr.</b>
<b>Date and Time of Opening of Technical Bid</b>	<b>:</b>	<b>30/01/2020 at 16:00 Hr.</b>
<b>Date and Time of Opening of Price Bid</b>		<b>The date &amp; time will be communicated later to the qualified tenderer in Technical bid.</b>

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

<b>Details</b>	<b>Tender Fee</b>	<b>EMD</b>
Amount	Nil	<b>Rs. 10,000/- (Rupees Ten Thousand only)</b>
In favour of & payable at	NIFT, Gandhinagar ; Payable at Gandhinagar.	NIFT, Gandhinagar ; Payable at Gandhinagar.
Drawn on	-----	<b>NIFT Gandhinagar</b>



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

**TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR SMOOTH**  
**FUNCTIONING OF WINDOW, SPLIT, PACKAGE, SEMI-DUCTABLE, DUCTABLE TYPE AIR-**  
**CONDITIONER UNITS AT NIFT CAMPUS GANDHINAGAR**

NIFT invites e-tenders in two bid system from interested contractors having experience of similar services to organizations of similar repute with statutory registrations for providing AMC for Comprehensive Annual Maintenance Contract of AIR-CONDITIONER UNITS.

Name of work: - Comprehensive AMC for AIR-Conditioner units at NIFT Campus Gandhinagar.

EMD in Rs.	Validity of Contract	Last date & time for submission of tender	Date of opening of Technical Bid
10,000/- (Refundable)	Till one year form the date of issue and extendable for further two years	27/01/2020 15:00 Hrs.	30/01/2020 16:00 Hrs.

Applications to this tender will be accepted only through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.

For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying following fee online:

- Annual Registration Charges of Rs.2000/-+360/- GST @ 18% non-refundable.
- Bid Processing Fee charges of Rs. 240/- + 43/- (GST 18%) non-refundable)

The Bidders are required to submit DD of EMD Rs: 10,000/- (Ten Thousand Only) in the sealed cover on due date of tender (i.e. 27/1/2020 up to 15:00Hr.)

Due date for submission of bids through e-tender is 27/01/2020 up to 15:00 Hr. Tenders will be opened on 30/01/2020 at 16:00 Hr. Institute reserves the right to award the work in part or in full or reject any or all tenders without assigning any reason.

The Tender bid should be submitted through on-line mode only. One single cover containing **EMD Rs. 10,000/- (Rupees Ten Thousand only)** in the form of Demand Draft/Pay Order drawn on scheduled bank in favor of "NIFT, Gandhinagar" payable at Gandhinagar to be submitted to NIFT Gandhinagar.

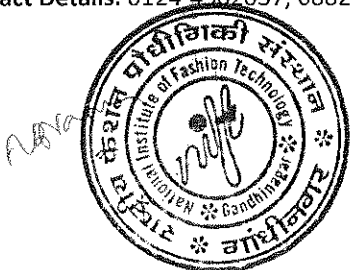
The Earnest Money Deposit will be refundable in case of non-acceptance of the tender. EMD of the successful tenderer will be forfeited in case of his refusal to honor the contract offer on any grounds.

NIFT does not bind themselves to accept the lowest or any of the tenders. No reason will be furnished for the acceptance or rejection of the tenders. This Notice shall form a part of the Contract.

In case of any clarification required relating to this e-tender, the same can be sought from the following officers of NIFT:

a).Mr. Chirag Solanki, Asst. Director, Mob. 9879504465, Email: [ad.gandhinagar@nift.ac.in](mailto:ad.gandhinagar@nift.ac.in)

Bidding agencies may contact Mr. Sandeep Bhandari, PM, M/s C1 India Ltd on following contact details:  
Contact Details: 0124-4302037, 088268 14007 E-mail: [sandeep.bhandari@c1india.com](mailto:sandeep.bhandari@c1india.com), [niftsupport@c1india.com](mailto:niftsupport@c1india.com)



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

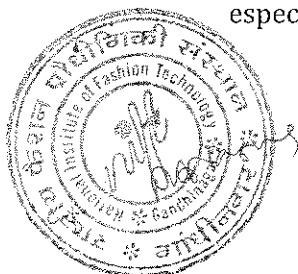
1. Sealed envelopes of EMD should be addressed to The Joint Director, National Institute of Fashion Technology, GH-0 Extension Road, Near Infocity, Gandhinagar – 382007 superscribed with “**EMD for Comprehensive Annual Maintenance Contract for smooth functioning of Air-Conditioner units of NIFT Centre at Gandhinagar**”, so as to reach NIFT Gandhinagar not later than **15.00 hrs. on**
2. Tender shall be submitted in e-Tender form only. If submitted in any other form the same shall be summarily rejected. No tender in hard copy will be accepted.
3. 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.
4. 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.
5. It is mandatory to quote for all the items in both 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.
6. 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 firm.
  - c) Director or Principal Officer duly authorized by the Board of Directors of the company.
  - d) In case (b) 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 (c) 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.
7. 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**
8. EMD Covers received after specified date and time, due to whatever reason including postal delays, will not be considered.



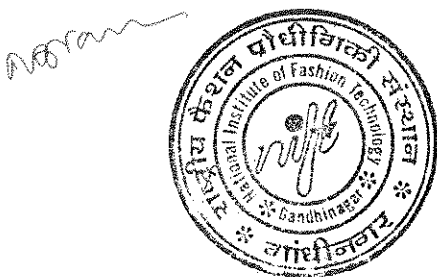
9. Any conditional offers made by the contractor or any alterations/corrections made in the tender form shall not be considered. Similarly incomplete and unsigned quotations are liable to be rejected.
10. Each tender must be accompanied by Non-interest bearing **Earnest Money Deposit of Rs. 10,000/- (Rupees Ten 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:

- a) An agreement is signed by him in the prescribed form within 10 (Ten) days of the receipt of letter awarding the contract.
  - b) The maintenance service will commence immediately after the receipt of the letter awarding the contract.
11. If any agency, which is awarded contract for maintenance services, refuses to undertake the work, the EMD of that Agency shall be forfeited.
  12. The Earnest Money Deposit of successful tenderer shall be converted in to 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.
  13. EMD retained towards security deposit shall be released to the Contractor on virtual completion of the AMC period.
  14. The successful tenderer shall deposit **Rs. 30,000/- (Thirty Thousand Only) 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.
  15. The bid should be valid in the case of all the tenders for at least 2 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.
  16. 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.
  17. The contractor engaging shall be responsible for adequately trained personnel required for providing good maintenance services in institute.
  18. The staff of the contractor should possess sound health and be free from and diseases, especially contagious and frequently recurring diseases.



19. The contractor shall make his own arrangements for security and protection of his men and materials and for maintenance.
20. For repairing & maintenance works the quoted rates shall be inclusive of all materials, labours, T&P, ladder, preparation of surfaces, scaffolding, if any execution of works as per the specifications and directions of the NIFT's Engineer etc.
21. 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 & Holidays.
22. 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.
23. 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.
24. 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.
25. After opening of Technical bids, the capability and suitability of the tenderers shall be evaluated by evaluation committee and Price bids of one qualified tenderers shall be opened in the presence of the attending tenderers, the date and time communicated later.
26. All the payments of bills for the work shall be made only at Gandhinagar by National Institute of Fashion Technology, Gandhinagar.
27. In all matters of dispute arising on the work, the NIFT's decision will be final and will be binding on the contractor.
28. The contractor has to obtain working passes to carry out the work.
29. The contractor shall remain valid for a period of one year and it may be renewed on mutually acceptable terms and conditions for further two years on yearly basis based on the satisfactory services / Institutes requirement.
30. 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 in penalty clause.
- 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 and it may be renewed at the discretion of NIFT only in writing on yearly basis for further 2 years or specified months on the same or revised terms and conditions mutually agreed by NIFT and Contractor. Contractor will have to give notice for termination of contract once awarded, by giving three month notice to NIFT. 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 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 Air- conditioner units. 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 equipment 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.

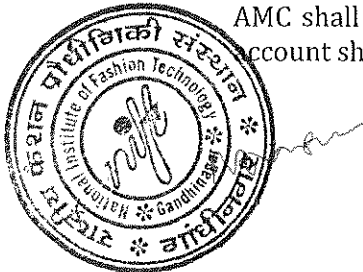


*Normy*

- 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 Subcontracting 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 Service of window, split, semi-ductable, ductable, package type Air-condition units.
- 17 The contractor is liable for any loss, direct or indirect due to delay in inspection or attending to faults whatsoever or due to fire, 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 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 @ Rs. 500/- (five hundred 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. All consumables/spares/parts and other materials used 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.

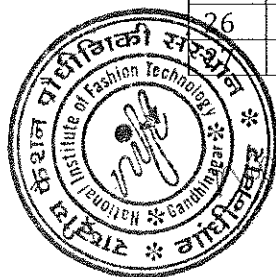




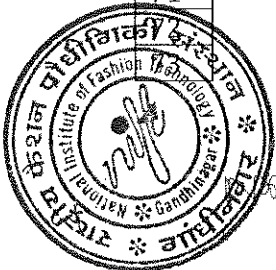
5. As per NIFT's policy, payments and receipts to Government and Semi-Government Agencies would be rounded off to the nearer higher rupee and in other cases the rounding off will be to nearest i.e. paise 50 or above will be rounded off to the near higher rupee and paise less than 50 will be ignored.
6. It is prerogative of NIFT to issue work order for Comprehensive Annual Maintenance Contract of all ACs 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.
7. The quoted rate on yearly basis shall be reckoned for the period of AMC to be covered if requirement of units are for less than one year due to new units under warranty period.
8. The agency shall fill up mandate form (Annexure "A") for digital payment/RTGS payment.

**D. Details of equipment's:** Details of Air-conditioner units for Comprehensive Annual Maintenance Service at Gh-0 Extension Road, Near Info-city, NIFT Campus, Gandhinagar are details given below:-

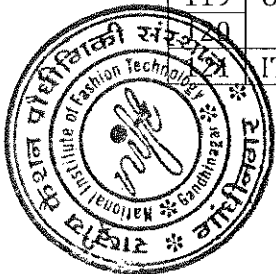
Sr. No.	Area	Cap. (in ton)	Date of purchase	Make	Type	Qty.
1	Director office	1.5	05-10-00	LG	Split	1
2		1.5	05-10-00	LG	Split	1
3	Joint Director office	2	05-10-00	LG	Split	1
4	conference Room	2	15-09-08	Hitachi	Split	1
5		2	15-09-08	Hitachi	Split	1
6		2	15-09-08	Hitachi	Split	1
7	DD(F&A) & AO	2		Carrier	Split	1
8	Assistant Director	1.5	03-08-09	Hitachi	Split	1
9	Cashier Cabin & COE Cell	2	15-09-08	Hitachi	Split	1
10	Account Dept.	1.5		Voltas	Window	1
11	Administration Area	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	RA-F&T	2	15-09-08	Hitachi	Split	1
18	Faculty-F&T-1	2	15-09-08	Hitachi	Split	1
19	Faculty-F&T-2	1.5	15-09-08	Hitachi	Split	1
20	Faculty F&T-3	1.5	21-09-02	LG	Window	1
21	AV Room-F&T	2	27-12-08	Hitachi	Split	1
22		2	27-12-08	Hitachi	Split	1
23	Faculty-F&T and -F&LA-4	2	15-09-08	Hitachi	Split	1
24	RA -F&LA	2	15-09-08	Hitachi	Split	1
25	Faculty-F&LA-2 and F&T	2	15-09-08	Hitachi	Split	1
26	Faculty-F&LA-3	1.5	15-09-08	Hitachi	Split	1
	Faculty-F&LA-4	1.5	18-09-02	LG	Split	1



28	AV Room-F&LA	8.5	30-01-09	Carrier	Semi-Ductable	1
29	RPT Lab, F&LA	2	28-02-03	LG	Split	1
30	JDTC Lab F&LA	2	28-02-03	LG	Split	1
31	Work-shop F&LA	2	31-03-19	Hitachi	Split	1
32	Work-shop F&LA	2	31-03-19	Hitachi	Split	1
33	Work-shop F&LA	2	31-03-19	Hitachi	Split	1
34	Work-shop F&LA	2	31-03-19	Hitachi	Split	1
35	Faculty FMS-1	1.5	18-09-02	LG	Split	1
36	Faculty -FMS-2 & RA-FMS	1.5	17-05-07	Bluestar	Split	1
37	Faculty FMS-3 & FMS-4	1.5	17-05-07	Bluestar	Split	1
38	FMS Classroom-1	1.5	23-05-06	Hitachi	Split	1
39		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	8.5	26-03-09	Carrier	Semi-Ductable	1
43	Head Librarian & RA-RC	2	01-08-08	Hitachi	Split	1
44	RC- material wing	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	2	01-08-08	Hitachi	Split	1
48	RC-malpur design studio	2	01-08-08	Hitachi	Split	1
49	RC- open area	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-F&A- 1	1.5	15-09-08	Hitachi	Split	1
58	Faculty F&A-2	1.5	18-09-02	LG	Split	1
59	Faculty -F&A-3	1.5	21-09-02	LG	Window	1
60	Faculty -F&A-4	2	15-09-09	Hitachi	Split	1
61	Faculty-F&A-5	1.5	18-09-02	LG	Split	1
62	Faculty-F&A-6 & RA-F&A-7	2	15-09-08	Hitachi	Split	1
63	Faculty-F&A-8 &9	2	15-09-08	Hitachi	Split	1
64	Faculty-10 (new cabin)	1.5	03-10-18	Carrier	split	1
65	AV Room-F&A	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	2	31-03-19	Hitachi	Split	1
70		2	31-03-19	Hitachi	Split	1
71		2	31-03-19	Hitachi	Split	1
		2	31-03-19	Hitachi	Split	1
		2	31-03-19	Hitachi	Split	1



74		2	31-03-19	Hitachi	Split	1
75		2	31-03-19	Hitachi	Split	1
76	PM lab-1-F&A	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 FP-1 & FP-2	2	06-09-08	Hitachi	Split	1
82	CC-FP	1.5	15-09-08	Hitachi	Split	1
83	RA-FP	2	15-09-08	Hitachi	Split	1
84	FP Tech Classroom	1.5	18-09-02	LG	Split	1
85		1.5	18-09-02	LG	Split	1
86	Faculty-AP-1 &AP-2	1.5	12-09-18	IFB	Split	1
87	Faculty-AP-3 &AP-4	1.5	12-09-18	IFB	Split	1
88	Faculty AP-5	1.5	12-09-18	IFB	Split	1
89	Faculty-AP-7& AP- 8	1.5	12-09-18	IFB	Split	1
90	RA AP (AP-9)	1.5		Hitachi	Split	1
91	Faculty AP-10	1.5	31-07-07	Carrier	Split	1
92	AP Classroom-3	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	2	07-05-07	Hitachi	Split	1
96	Conference room)	2	07-05-07	Hitachi	Split	1
97		2	07-05-07	Hitachi	Split	1
98	AP Class room -1	1.5	Anchor/	Hitachi	Split	1
99		1.5	Anchor/	Hitachi	Split	1
100	AP class room -4	1.5		Carrier	Split	1
101		1.5		Carrier	Split	1
102	AP GC lab	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	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	1.5	23-04-07	Bluestar	Split	1
116	conference Room - IT	1.5	23-04-07	Bluestar	Split	1
117	Server Room - IT	1.5	18-09-02	LG	Split	1
118		1.5	08-03-09	Hitachi	Split	1
119	UPS Room -IT	1.5	05-06-16	LG	split	1
120		1.5	05-06-16	LG	split	1
121	IT Lab-1	2	31-03-16	Hitachi	split	1

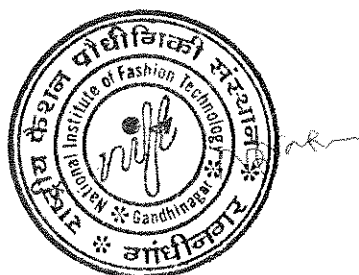


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122		2	31-03-16	Hitachi	split	1
123		2	31-03-16	Hitachi	split	1
124	IT Lab-2	2	31-03-16	Hitachi	Split	1
125		2	31-03-16	Hitachi	Split	1
126		2	31-03-16	Hitachi	Split	1
127	IT Lab-3	2	31-03-16	Hitachi	Split	1
128		2	31-03-16	Hitachi	Split	1
129		2	31-03-16	Hitachi	Split	1
130	IT Lab-4	2	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	1.5	23-04-07	Bluestar	Split	1
134		1.5		LG	Split	1
135	IT Lab-6	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	Director Bungalows	1.5	05-06-16	LG	Split	1
139		1.5	2010	LG	Split	1
140	FC Faculty cabin SF	1.5	2015	Hitachi	Split	1
141	FC Faculty cabin FF (CC)	1.5	16-02-18	Hitachi	Split	1
142	FC Faculty cabin FF	2	2015	LG	Split	1
143	FC C faculty cabin GF	2	2015	LG	Split	1
144	FC photograhay lab SF	2	06-09-08	Hitachi	Split	1
145	Auditorium Green room	0.9	2010	Hitachi	Split	1
146		0.9	2010	Hitachi	Split	1
147	Auditourium hall	22	2010	Bluestar	Packeg	1
148		22	2010	Bluestar	Packeg	1
149		22	2010	Bluestar	Packeg	1
150		22	2010	Bluestar	Packeg	1
151	EPABX Room	1.5	05-06-16	LG	Split	1
152	Auditourium Basement	1.5	05-06-16	LG	Split	1
153		1.5	05-06-16	LG	Split	1
154		1.5	05-06-16	LG	Split	1
155		1.5	31-05-17	Hitachi	Split	1
156		1.5	31-05-17	Hitachi	Split	1
157	Gust house (Staff quarter 1 )	1.5	2010	LG	Split	1
158	Gust house (Staff quarter 3 )	1.5	2010	LG	Split	1
159	Girls Hostel (warden office)	2	2015	LG	Split	1
Total tonage			372.8		Total number of Acs.	159

Note:

- 1) Before submitting quotation it is in the interest of the Contractor to conduct inspection of Air- conditioner units during office hours from Monday to Friday.
- 2) The above quantity may increase/decrease and the payment will be made as per actual.



Seal & Signature of the tenderer  
Page 12 of 23

## 1. Scope of Work:

The Agency shall perform the following work within its Scope of Work in the NIFT to carry out Comprehensive AMC of Air Conditioners for following locations at NIFT Campus  
**NIFT CAMPUS, GH-0 ROAD, NEAR INFOCITY, GANDHINAGAR**

### 1.0 SCOPE OF ANNUAL MAINTENANCE CONTRACT SERVICES :-

Scope of all inclusive Comprehensive annual maintenance services (AMC services) shall include providing routine maintenance services, pertaining to complaints as and when they occur in Window/Split/semi-ductable/ductable/Package Air conditioners and annual maintenance services. Comprehensive AMC services shall include providing 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. The rates quoted for the AMC services shall also include all taxes and duties as applicable and cost of transportation of freight, insurances etc. also to ensure that ACs function in proper way.

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

Routine maintenance services shall include at least the following services:

- a) Cleaning / Replacement 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.
- h) Replacement of component of air conditioners (outdoor and indoor units, in let and out let Pipelines, electrical connections etc. found defective after the above checks and tests.

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:-**

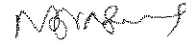
On call AMC services shall include attending to any complaint any time of the year, on receipt of verbal/written complaint from the Engineer-In-Charge. The response time should be within 6 hrs. & restoration time within 24 hrs. Failing which, a stand by machine would be provided by the Contractor. Non-compliance of this provision will attract a penalty of Rs.500/- per complaint per day or part thereof will be deducted from AMC bill of the Contractor.

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

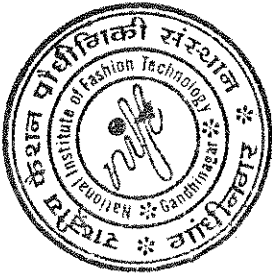
**TO UNDERSTAND THE COMPLETE WORK CONTRACTOR MUST VISIT THE INSTITUTE BEFORE QUOTING THE RATE.**

Place:-

Date:-



O.S.D.



ANNEXURE - I

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 smooth functioning of Air Conditioner units**. 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 Air-conditioner units 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)



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

Name:

Signature of the Tenderer





**ANNEXURE-III**

**STATEMENT OF TECHNICAL SERVICES**

**For Comprehensive annual maintenance contract of Air conditioner units 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 Comprehensive AMC	**Remarks
1	2	3	4	5
I	Window, Split, package , Ductable, Air-conditioner units	All except those mentioned under column 4 of this table		

(Signature of the tenderer)

Date:  
Seal

Name:  
Place:  
Contact No:

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

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



**TECHNICAL BID FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR SMOOTH FUNCTIONING OF AIR-CONDITIONER UNITS AT NIFT CAMPUS GANDHINAGAR**

- This Technical Bid for Annual Repair & Maintenance contract should be filled in e-Tender by the Electrical/Air Conditioning contractor along with uploading all relevant supporting documents.
- 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 have a valid registration issued by this type of Institutions / Govt. bodies / departments. If so, indicate No. \_\_\_\_\_ date \_\_\_\_\_ validity period \_\_\_\_\_ (please attach a photo copy).

9. Description of Registration filled by contractor.

Sr. No.	Description of Registration	Registration No.	Validity Period
1.	PAN Card		
2.	GST Registration		
3.	Registration under Shops and Establishment Act.		

(Photo copies of above registration must be attached)

**Attachment against proof for serial no. from 1 to 09 shall be scanned and uploaded in e-tender in Technical Bid**



Annexure - IV

Details of requirement

Please indicate below, annual maintenance work carried out by your firm during the last three years, for similar type of assignments.

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

(Please attach photo copies of Comprehensive AMC work orders)

\_\_\_\_\_

Place

\_\_\_\_\_

Signature of Contractor

\_\_\_\_\_

Date

Address : \_\_\_\_\_

\_\_\_\_\_

Phone : \_\_\_\_\_

\_\_\_\_\_

(Seal of the Contractor's firm)



*Handwritten signature*

ANNEXURE-V

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

GH-0 Extension Road, Near Infocity, Gandhinagar-382007.

DECLARATION

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



## 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



PRICE BID

ANNEXURE-VI

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

GH-0 Extension Road, Near Infocity, Gandhinagar-382007.

Name of work: Comprehensive Annual Maintenance Contract for smooth functioning of Air-conditioner units at GH-0 Extension Road, Near Info-city, Gandhinagar- 382007 campus of NIFT.

Sr. No.	Descriptions of Air-conditioner units		Qty. in No.	Rate (Rs.) per unit per year	Total Amount (Rs.) per year
	Capacity in Ton	Type of Air-conditioners			
1	0.9	Split	02		
2	1.5	Split	69		
3	2.0	Split	79		
4	1.5	Window	03		
5	8.5	Semi-Ductable	02		
6	22	Package type	04		
Total Air-conditioners in Nos.			159		
				Sub-Total Rs.	
				GST or any other charges Rs.	
				Total Rs.	
Total Amount in words:					

Place:  
Date:

Signature of tenderer

Address and seal of firm if any

Company Seal:



**NOTE:**

1. Prices to be quoted in Indian Rupees only in both figures & words.
2. Any cutting etc. in the tender document shall be duly circled & signed by the tenderer failing which financial bid may be rejected.
3. Contractor should quote rates all-inclusive i.e. 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 ACs 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 Air Conditioner units at NIFT Campus, Gandhinagar.**

