

**BHOPAL SAHAKARI DUGDH SANGH MARYADIT****HABIBGANJ, BHOPAL 462024**

AN ISO 9001 : 2015 Certified Organization

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Ref No: 32/Engg/BSDS**Dated: 15.12.2020****NOTICE INVITING e- TENDER**

Online e-Tenders are invited for Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of Air Conditioners Installed at BSDS Bhopal The tender documents containing the terms and conditions can be purchased online & downloaded through website <http://www.mptenders.gov.in> from 16.12.2020 onwards. The tender will be opened in the office of the undersigned as mentioned in tender time schedule(key date). The detailed Tender Form can be seen (only for reference) at our H.O website: www.sanchidairy.com/www.sanchibhopal.com. Any changes in tender documents will be notified on www.sanchibhopal.com only and not at any other sources/platforms, hence bidders are requested to visit the site regularly. The Chief Executive Officer Bhopal Sahakari Dugdh Sangh Maryadit has all the rights to accept or reject any or all bids.

Name of Work	EMD (Rs)	Tender Fee (Rs)	Bid submission due date & time	Technical Bid opening Date & time
Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of Air Conditioners Installed at BSDS Bhopal	5,000/-	500/-	06.01.2021 03.00 PM	07.01.2021 03.00 PM

CHIEF EXECUTIVE OFFICER

BHOPAL SAHAKARI DUGDHA SANGH MARYADIT HABIBGANJ BHOPAL
NOTICE INVITING TENDER

The BSDS invites sealed tenders on behalf of BSDS, Bhopal proposes to enter into the Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of Air Conditioners installed at various offices, plant and training center of BSDS and the Details of tender are as under:

S.N.	PARTICULAR	DETAILS OF WORK
1.	Name of Works	Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of Air Conditioners Installed at BSDS , Bhopal.
2.	Location of Work	DAIRY PLANT, HABIBGANJ BHOPAL
3.	Earnest Money Deposit	EMD RS. 5000/-
4.	Cost of Tender Document	Rs. 500/-
5.	Terms of payment of Bills	The amount of CAMC will be paid on quarterly basis after successful completion and the satisfactory service during the quarter of service
6.	Period of contract	The initial period of contract is for 3 year renewable for further period of 2 year (01+01) with same terms and conditions, subject to review of satisfactory services and without any increase in the charges.
7.	(Penalty clause) Liquidated Damages	Time is the essence of the services. The minor repairs will be completed within 4 hours (i.e servicing, small repair works, gas filling which does not require any bought out material). The major repair work (PCB & Compressor problems) is to be completed in all respects in 2 (Two) days from the date of Complaint.
		In case of any delay beyond 4 hours for minor & 2 days for major repair works, supplier has to arrange standby AC. If fails to arrange standby AC, penalty will be imposed @ 1% of the contract value per day of delay of the particular quarter.
8.	Validity period of the tender.	Three (3) Months/90 days
9.	Eligible Taxes	Income Tax will be deducted at source as per Govt. Guidelines. 1. Contractor should have GST Registration Number 2. Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provision 3. In case of Correction in the bills after scrutiny, contractor should submit fresh bills for payment 4. Contractor should timely file his GST return in accordance with GST provisions to enable the BSDS to claim the credit of GST paid to the contractor

10.	Tender Document Details	Annexure I- Technical Bid Annexure II- Term & Conditions Annexure III-Name and value of major works completed during the last 5 years Annexure IV- Name & value of other works on hand Annexure V- Form A & Form B Annexure VI- Price Bid Annexure VII- Air Conditions List Annexure VIII- Check List
11.	Place of Purchasing Tender Document	www.mptenders.gov.in
12.	Place of Submission of Tender Document	www.mptenders.gov.in
13.	Last Date for Receipt of Tender	06.01.2021 03.00 PM till 1500 HR
14.	Date of Technical Bid Opening	07.01.2021 03.00 PM at 1500 HR
15.	Date of Financial Bid Opening	WILL BE INTIMATED SEPARATELY TO TECHNICALLY QUALIFIED BIDDERS.
16.	Electronic Payment	Payment shall be made by way of Electronic fund transfer. Firm should furnish details of a/c no, IFSC code etc.
In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.		
CEO, BSDS has the right to accept/reject any/all tenders without assigning any reasons.		

TECHNICAL BID

MINIMUM ELIGIBILITY CRITERIA (Mandatory)

The vendors who are in the similar line of activities for past five years in the field of providing CAMC/AMC of all types of air conditioners services in PSUs, Government organizations reputed industries, reputed private firms only need apply.

- Agency should have service sites in Bhopal.
- Submit the copy of work order/ agreement and satisfactory service certificate from the Clients.
- Experience of having successfully completed/running similar works at Bhopal districts only during last 5 years ending last day of months previous to the one in which applications are invited should be either of the following:-
 - Three similar completed/ running works tonnage refrigerant not less than the 150 TR each site
 - Or
 - Two similar completed/ running works tonnage refrigerant not less than the 120 TR each site
 - Or
 - One similar completed / running works tonnage refrigerant not less than the 80 TR
 - ITR of last two year.

Definition of similar works: Applicants should have executed comprehensive annual maintenance/AMC works of AC units in Govt Departments/ PSUs / /Financial Institutions/ Reputed Corporate Offices / IT, Pharma & Chemical Industries etc which is acceptable to the BSDS. **Experience in the field of ductables and AC plants will not be considered.**

Note: Bidders has to submit work order/ experience letter from the client and contact no & address of the client.

INSTRUCTIONS TO THE TENDERERS

1. Scope of Work

BSDS invites e-tender to enter into the Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of ACs (Split/ Window ACS). The Scope of work includes **Repairs / Replacement of Compressor, Repair/Replacement of Fan motors, Repair/ Replacement of Electrical parts, Repair/Replacement of condenser coil and Evaporator coil, Gas charging required during the service. All replaced parts make shall be of their respective brands.** All the complaints to be attended during the contract period round the clock. The ACs is to be maintained

or installed entire campus.

NOTE: TENDER WILL BE REJECTED IF THE TENDERER FAILS TO SUBMIT THE REQUIRED EMD.

1.0 Site Visit: The tenderer must obtain himself on his own responsibility and his own expenses all information and data, which may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work. The Tenderer is requested to satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity of the materials, labour, the law and order situation, climatic conditions local authorities requirement, traffic regulations etc; The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender.

2.0 Earnest Money

2.1 The tenderers are requested to submit the Earnest Money as specified in NIT.

EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance shall be rejected.

No interest will be paid on the EMD.

EMD of unsuccessful tenderers will be refunded through mptenders directly.

EMD of successful tenderer will be retained as a part of security deposit.

Micro and small units/Industries Madhya Pradesh State will be exempted from EMD. However in case of L1, Initial Security Deposit has to be deposited.

3.0 Initial Security Deposit

The successful tenderer will have to submit a sum equivalent to 10% of total Bid value only by means of DD drawn in favour of BSDS, within a period of 7 days of acceptance of tender.

3.1 Security Deposit

The EMD & ISD of the successful tenderer will be converted into security deposit and the same will be refunded after satisfactory completion of contract period.

No interest shall be paid to the amount retained with the BSDS as Security Deposit.

4.0 Signing of Contract Documents

The successful tenderer shall be bound to implement the contract by signing an agreement and conditions of contract attached herewith within 15 days from the receipt of intimation of acceptance of his tender by the BSDS. However, the written acceptance of the tender by the BSDS will constitute a binding agreement between the BSDS and successful tenderer whether such formal agreement is subsequently entered into or not.

5.0 Contract Period

Initially three year (subject to review at quarterly interval for satisfactory services). However successful bidder can terminate the contract after giving 3 months notice in advance. BSDS can also terminate the contract after giving one month notice in advance.

6.0 Validity of Tender

Tenders shall remain valid and open for acceptance for a period of 3 (Three) months from the date of opening price bid. If the tenderer withdraws his/her offer during the validity period or makes modifications in his/her original offer which are not acceptance to the BSDS without prejudice to any other right or remedy the BSDS shall be at liberty to forfeit the EMD.

- The tenderers shall quote their rates both in words and figures, in case of discrepancy between the rates quoted in words and figures the unit rate quoted in words will prevail.
- The tenderers need not quote their rates for which no quantities have been given. In case the tenderers quote their rates for such items those rates will be ignored and will not be considered during execution.
- The tenderers should not change the units as specified in the tender. If any unit is changed the tenders would be evaluated as per the original unit and the contractor would be paid accordingly.
- The tenderer should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring to the knowledge of the BSDS.
- Each page of the BOQ shall be signed by the authorized person and cutting or overwriting shall be duly attested by him.
- Each page shall be totaled and the grand total shall be given.
- The rate quoted shall be firm and shall include all costs, allowances, excluding of GST

7.0 Arbitration:

- All disputes between the parties to the contract, arising out of or relating to the contract, other than those for which the decision of the Managing Director, MPCDF Bhopal to be final and conclusive shall after written notice by either party to the contract to the other party be referred to the sole Arbitration of Managing Director, MPCDF Bhopal. Unless the parties otherwise agree, such reference shall not take place until after the completion, alleged completion or abandonment of the work of the determination of the contract.

8.0 Details of Payment:

8.1 The amount of CAMC will be paid on quarterly basis after successful completion the satisfactory service during the quarter of service.

8.2 The service report shall be duly verified, signed, stamped by respective department head's and incharge (Refrigeration) of BSDS.

8.3 BSDS reserves the right to accept or reject any or all tenders without assigning any reason.

9.0 Contractors to sign in all the pages of the tender and shall be duly Stamped

CERTIFICATE OF THE CONTRACTOR:

I / We read and understood the above conditions and requirements of BSDS who are taking up CAMC of ACs and agree to the same.

Place:
Date :

Signature
(Name and Address of the Contractor) with Seal

TERMS & CONDITIONS TO THECAMC SERVICE PROVIDERS:

1. The comprehensive AMC charges per unit per year will be paid for four services in a year apart from any number of breakdown calls with a response period of 4 hours on receipt of complaint. The scope of work includes water wash for every quarter & filter cleaning as and when required.
2. Failure to repair/service the equipment in question within 4 hours for minor & 2 days for major repairs without justifiable reason or to return the repaired machine within two days at the maximum may attract proportionate deduction. In case of any delay beyond 4 hours for minor & 2 days for major repair works, supplier has to arrange standby AC. If fails to arrange standby AC, penalty will be imposed @ 1% of the contract value per day of delay of the particular quarter.
3. If the contractor fails to complete the service/work or part of service /work as per terms & conditions of the order within the delivery schedule,

S.N.	After Prescribed Time Period	Penalty
1	Till 15 Days	1% Total value of project
2	From 16 Days to 30 Days	2% Total value of project
3	After 30 Days	5% Total value of project

4. If the work is found unsatisfactory or if the firm dishonors the contract, the job will be entrusted to any other firm /party at the risk/expense of the contractor.
5. The amount of CAMC will be paid on quarterly basis after successful completion and the satisfactory service during the quarter of service.
6. The successful bidder has to rectify the faults due to rat bites free of cost.
7. Successful bidder has to handover all the ACs in good running condition before expiring of CAMC contract.
8. The successful bidder has to rectify the faulty condenser, or coil free of cost.
9. The Contractor shall bear all the costs and expenses in respect of all charges, including stamp duty, registration etc. of this agreement and/or any other documents/agreements, which are required to be executed.
10. All necessary tools like vacuum pump, drilling machines, pliers, pressure gauge and other essential tools for effective maintenance of the ACs equipments shall be provided by the contractor
11. The contractor / firm shall be held responsible for any misdeeds / misbehavior of their employees within the premises.
12. Successful bidder has to make arrangement for one skilled certified technician from reputed training institute which is acceptable to the BSDS and having minimum two years experience at site from 12.00PM to 4PM (including Holidays)
13. Since the maintenance works are to be carried at all levels & High, technician should wear necessary protective gear such as life belts, helmet, gloves, shoes, etc.
14. The bidder should take third party insurance coverage and adequate insurance coverage to the workers for life and limb and the same should be submitted before entering into an agreement.
15. List of ACs together with their location, makes etc is furnished in Annexure VII*
16. L1 for the work will be decided based on the total price provided in price bid.
17. Generally negotiation for the rates will not be done. However in case of special circumstances negotiation will be done as per CVC guidelines.

UNDERTAKING TO BE SUBMITTED BY THE CONTRACTORS ALONG WITH THE TENDER

Date:

To,
The CEO
BSDS Bhopal

Dear Sir,

Having examined the **Proposal Documents**, the receipt of which is hereby duly acknowledged, we, the undersigned, offer for Comprehensive Annual Maintenance Contract(CAMC) at (BSDS) campus, Bhopal in conformity with the said Proposal documents.

We undertake, if our Proposal is accepted, to complete the work within the stipulated period. We agree to abide by the Proposal and the rates quoted therein for the contract awarded by the BSDS.

Until a formal contract is prepared and executed, this proposal, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us. **WE UNDERSTAND THAT BSDS RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS WITHOUT ASSIGNING ANY REASON WHATSOEVER THEREOF.**

DATED THIS _____ DAY OF _____ 2020

Signature of Contractor in the capacity of
Duly authorized to sign Proposal for and on behalf of

ANNEXURE III

NAME AND VALUE OF MAJOR WORKS COMPLETED DURING THE LAST 5 YEARS

(ATTACH SEPARATE SHEET)

Sl. No.	Name of Work/project with address	Name & full postal address of the owner. Specify whether Govt. Under taking along with name, address and contact Nos. of - 2-persons (Executive Engineers or top officials of the organization).	Contract in tonnage(copy o f work order & completion certificate from project in-charge)	Stipulated time of contract (months) Enclose clients certificate for satisfactory completion		If the work is left incomplete or terminated(fu mish reasons)	Remarks
				From	To		

Notes:

1. Information has to be filled up specifically in this format. Please do not write remark “As indicated in Brochure /Attached Documents”.
2. Date shall be reckoned as on.....
3. For certificates, the issuing authority shall not be less than an Executive Engineer or equivalent in charge of the relevant work /project.

Furnish the names of three responsible clients/persons to whom the major works carried out by the applicant with address and telephone number who will be a position to certify about the quality as well as past performance of your organization.

NAME OF THE OFFICIAL	ORGANIZATION & ADDRESS	CONTACT NUMBERS

(ATTACH SEPARATE SHEET)

Date:

Signature of the Applicant Place:
(with seal)

ANNEXURE IV

NAME & VALUE OF OTHER WORKS ON HAND

Sl no	Name of work/project with address	Name & full postal address of the owner. Specify whether Govt. under taking along with name, address and contact Nos. of -2- persons (Engineers or top officials of the organization)	Contract in tonnage(copy of work order & completion certificate from project in-charge	Stipulated time of contract (months) Enclose clients certificate for satisfactory completion	Present status of the project	Any other relevant information

(ATTACH SEPARATE SHEET)

Notes:

1. Information has to be filled up specifically in this format. Please do not write remark “As indicated in Brochure /encloseddocuments”.

Date:

Signature of the Applicant Place:
(with seal)

BHOPAL SAHAKARI DUGDHA SANGH MARYADIT, HABIBGANJ, BHOPAL 462024



ANNEXURE – V

Form – A

(To be filled and uploaded - mandatory)

To,
Chief Executive Officer
BSDSM, Bhopal

Dear Sir,

Please find enclosed herewith scan copy of EMD No.....
dtd..... for Rs.....towards EMD deposit. Original will be submitted before mandatory
date & time.

Seal & Signature of the of the tenderer



ANNEXURE – V

Form – B

(To be filled and uploaded -mandatory)

Chief Executive Officer
BSDSM, Bhopal

Date :

Dear Sir,

I/We hereby furnish below some particulars about our company/unit which will form a part of our offer submission:

1. Name of the Co./Unit : _____
2. Address of the Co./Unit : _____

3. Telephone Nos.(with STD Code) : _____
Mobile No. : _____
Email ID : _____
4. Name of the CEO/Proprietor/ : _____
Partner
5. Name and designation of other : _____
Authorized signatory of the Co./Unit
6. Particulars of Regn. Certificate : _____
Issued by the competent authority
(Regn No. & Date)
7. We are manufacturer/distributor/fabricatorCo.(with proof)
8. GST NO. _____ dated _____
9. PAN Number (Permanent Account Number- Income Tax) :
10. Have your Co./Unit or its sister concern ever been black listed/ debarred by BSDSM or its sister Milk Unions or GOI /GOMP & its undertaking ? YES / NO
11. Technical details of machinery shall be supplied.(enclose sheet if required)

**Seal & Signature of the
Authorized Signatory of the Co./Unit**



ANNEXURE – VI

Form – C

(PRICE BID)

TENDER NUMBER:	
NAME OF TENDERER:	

S.No.	DESCRIPTION	Qty	CAMC Charges for all Units for a year (GST Extra)
1.	Comprehensive Annual Maintenance Contract (CAMC) for all types & various makes of Air Conditioners Installed at BSDS , Bhopal	41 NO.	To be filled online only.

(Seal & Signature of the tenderer)

ANNEXURE – VII

LIST OF AIR CONDITIONERS OF BSDS

S No	Place	Make	Type	Capacity	Qty
1	CEO Room	Carrier	Split AC	1.5 TON	01
2	President Room	LG	Split AC	1.5 TON	01
3	AGM (Admin) office	Voltas	Window AC	1.5 TON	01
4	Account Section	Voltas	Split AC	1.5 TON	01
5	Bill Section	LG	Split AC	2 TON	01
6	Bill Section	Lancer	Split AC	1.5 TON	01
7	MIS Office	Voltas	Split AC	1.5 TON	01
8	Meeting Hall	LG	Split AC	2 TON	02
9	MIS Section	Voltas	Split AC	1 TON	01
10	Purchase Room	Blue Star	window AC	2 TON	01
11	GM(PO) Room	Voltas	Split AC	1.5 TON	01
12	MDM Room	Voltas	Split AC	2.0 TON	04
13	AGM Engg. Room	Blue Star	Split AC	1.5 TON	01
14	Plant automation cont. room	LG + Voltas	Split AC	1.5 TON	02
15	LAB	Carrier	Split AC	1.5 TON	01
16		LG	Split AC	2.0 TON	02
17		Voltas	Split AC	2.0 TON	02
18		Voltas	Split AC	1.5 TON	01
19	RAC Plant(control room)	Blue Star	Split AC	1.5 TON	01
20	AGM Production office	Blue Star	Window AC	1.5 TON	01
21	Marketing Section	Carrier	Split AC	1.5 TON	01
22		Samsung	Split AC	2.0 TON	01
23		Blue Star	Split AC	1.5 TON	02
24	FO Section	Voltas	Split AC	1.5 TON	01
25	Co-Ordination	Voltas	Split AC	1.5 TON	01
26	Audit Section	Voltas	Split AC	1.5 TON	01
				Total	34
27	Training Center	Carrier	Split AC	1.5 TON	02
		LG	Split AC	1.5 TON	01
		Voltas	Split AC	1.5 TON	03
		Godrej	Window AC	1.5 TON	01
Total					07
Grand Total					41 No

Check List

S.NO.	Qualifying Criteria	Details (Yes/NO)
1.	GST Registration No. (Scan Certificate to be attached Online)	TO BE FILLED BY BIDDER
2.	PAN Details. (Scan Document to be attached online)	
3.	Tender document with Signature and stamp (Scan Document to be attached online)	
4.	EMD Acknowledgement Receipt (Scan Document to be attached online)	
5.	FORM-A & FORM –B (Scan Document to be filled and attached online)	
6.	Firm Registration Certificate (Scan Document to be attached online)	
7.	ITR of last two year.	
8.	Work orders & completion certificate of last 5 year of work.	

Note:

- 1. Please ensure that all the details in tender documents has filled and all necessary/required documents has attached online.**
- 2. Experience of 5 years of same nature work (Scope of work) is mandatory.**