

**CENTRAL BOARD OF SECONDARY EDUCATION  
SHIKSHA KENDRA, 2, COMMUNITY CENTRE  
PREET VIHAR, DELHI-1100092**

15/4/2015

**SHORT TERM TENDER NOTICE**

Sealed Limited tenders are invited under "Two-Bid System" from reputed contractors registered with govt./ semi govt./PSU's having minimum 3 years experience and satisfactorily executed minimum 2 works each of value Rs. 2.0 Lakh or more.

Name of Work:	Comprehensive AMC of Ductable split unit & water cooler installed at CBSE office New Delhi 3rd Floor, Shri Ram Centre, 4 Safdarhashmi Marg Mandi House.
Estimated Cost	Rs.2.70 Lakhs
Cost of Tender	Rs. 500/-
EMD	Rs. 10,000/- payable through DD/BD in f/o the Secretary CBSE, Delhi.
Last date for submission of tenders	29/04/2015 upto 2.30p.m.
Opening of Tender	29/04/2015 at 3:30 p.m.

**Note: The tender documents can be downloaded from Board's website: [www.cbse.nic.in](http://www.cbse.nic.in). The agency shall have to enclose a DD/BD of Rs.500/-- as cost of tender alongwith the Technical Bid.**

**(Rahul Tyagi)  
Assistant Engineer (Civil)**

**CENTRAL BOARD OF SECONDARY EDUCATION**  
**2, COMMUNITY CENTRE, PREET VIHAR, DELHI-92**

**TECHNICAL BID**

Last date of  
submission: 29/04/2015  
Upto 2:30 p.m.

**Name of work : Tender of AMC of Ductable split unit & water cooler installed at  
CBSE office New Delhi 3rd Floor, Shri Ram Centre,  
4 Safdarhashmi Marg Mandi House. .**

**Locations : New Delhi**

**1. Credentials of the Tenderers**

- 1.1 Name of the Agency .....
- 1.2 Office Address and  
Tel. Nos. ....
- 1.3 Licence No. & Registration  
Details(with documentary  
evidence) .....
- 1.4 PAN No. ....  
(with documentary evidence)
- 1.5 Service Tax Regn. No.:  
(supported with documentary evidence).....
2. Annual turnover last three years  
(Supported with documentary evidence).....
- 2.1. Experience  
Total experience in year .....
- Contract of approx. equivalent value executed in the last 3 years

SL. Nos.	Period From	To	Name of the Organization	Cost of the work (executed)	Contract person with Tel.No.
01.					

02.				
03				

**2.2 Manpower details:**

2.3 No. of Supervisors:

.....

2.4 No. of Staff.....

2.5 Availability of Workshop:

.....

3.0 EMD of Rs. 10,000/- payable through DD/BD in f/o the Secretary CBSE, Delhi

3.1 DD/BD No.....

3.2 Name of Bank.....

**Note:** Please attach the scanned copies of:

- I. License no. and Regn. No.
- II. PAN No.
- III. Attested copies of all experience documents

## **TERMS & CONDITIONS**

1. The Ductable Split AC's, window/ split Ac's & Water Cooler shall be maintained for full season.
2. Complaints lodged be generally attended within 6-8 working hrs. but at the most within 24 Hrs.
3. 50% payment shall be released after one month of satisfactory performance & balance after Oct.
4. In case of the complaint is not cleared within 24 hrs. penalty @ Rs. 500/- per day shall be levied subject to a max ceiling of Rs 1,000/-.
5. In case of defect involving replacement of the compressors, the work has to be completed within 72 hrs. failing which penalty @ Rs. 500/- per day shall levied subject to a max ceiling of Rs 2,000/-.
6. For routine check up, the agency may depute a Technician weekly.
7. Monthly satisfactory work-report on the prescribed format must be submitted along with the running/ final bill.
8. The above quantity is tentative & may vary to any extent.
9. The Board's Ductable Split AC's & Water Coolers are of reputed brands hence the genuine spares shall be allowed. The old parts shall be returned to the Board.
10. The agency must have e mail-id so that complaints are lodged through e-mail & telephonically as well.
11. The agency shall be bound to execute an agreement before taking up the work.
12. The agency selected shall have to provide & install genuine spare-parts after certification by the Engineer-In-charge.
13. On selection, the agency shall be required to deposit 10% of the cost of work as Performance Guarantee.
14. In cases of poor workmanship and non-compliance of tender/agreement covenants, the Board reserves a right to rescind the work and forfeit the P.G.
15. In case of any dispute, the Chairman, CBSE shall appoint an Arbitrator whose decision shall be final & binding on both the CBSE and the agency.
16. The agency shall provide qualified Operator having minimum 3 years working experience for operation and maintenance of the Ductable split AC's from 08:00 A.M. to 06:00 P.M.
17. The Operator shall report to AE daily for briefing AC's position.
18. The agency shall keep all the equipments/machinery and control panels working condition.
19. The operator shall not temper any other installation of the Board.
20. The agency shall keep all the equipments/machinery and control panels in perfect working condition.
21. In case of any negligence/carelessness/mischievous deed of the worker/operator, the agency shall be solely responsible to compensate the damages & the cost/damage charges shall be deposited by the agency.
22. The operator shall maintain a Log-book in r/o all the A.C's & get it checked through the A.E/Office in charge.
23. In case of unauthorized absence, the board shall recover Rs.500/- per day.
24. For extra duty hours OTA shall be payable as per norms of the Board.
25. Operator supplied by the agency should be polite, courteous, well-behaved and honest.
26. The entire responsible of the manpower deployed at site shall be of the agency.

27. The AC Plant room shall be kept neat and clean.
28. Statutory taxes i.e. income tax, shall be deducted from the monthly bill.
29. The agency shall submit the bio-data and details of the man power supplied to the Board.
30. The operator shall have to wear uniform on duty.
31. The agency shall be bound to adhere applicable labor-laws notified by the Govt. of N.C.T.
32. The cost of agreement i.e. Rs.100/-shall be borne by the agency for agreement with Board.

**Accepted by me**

**Owner/ Manager  
Seal of the Firm**

**PRICE-BID**

**SCHEDULE OF WORK**

(A) Name of work: Comprehensive AMC of Water Dispenser:

S.No.	Make of Water Dispenser	Capacity	Qty.	Rate/Unit	Amount
1.	Any make(voltes/Blue star)	20 Ltr.	3		
2.	Gas Charging	NA	Rate only		

(B) Name of work: Comprehensive AMC of Ductable Split AC's.

S.No.	Type of ACs (Package Unit)	Capacity	Qty.	Rate/Unit	Amount
1.	Voltas make/ Any make	22 Tr.	1 no's		
2.	Voltas make /Any make	16 Tr.	1 no's		

(C) Name of work: Supply of Technical Manpower

S.No.	Type of ACs (Package Unit)	Qty. Unit	Rate	Amount
1.	A.C Operator	1 No.		

**Tax (if any)**

**Total**

**GROSS AMOUNT.....**

**Note:-**

- 1) The rates should be inclusive of all taxes, and mandatory provisions like PF,ESI,EDLI Bonus etc.
- 2) Analysis of rates must be attached.
- 3) Operator engage for 6 months.

**Accepted by me**

**Owner/Manager  
Seal of firm**