

**INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL**  
**TENDER NOTICE**  
**No: IIFM/M(M)/20/04**

Sealed Tenders are invited from Manufacturer / authorized Dealers of Voltas make ACs up to **13/02/2020** for the following work

S. No	Name of work	Estimated Amt. (Rs)
01	CAMC of Voltas make Split AC and Tower AC at IIFM campus	Rs 1,80,000/-

Tender documents are available in our website [www.iifm.ac.in/tender](http://www.iifm.ac.in/tender) which can be downloaded from **05.02.20 to 12.02.20 up to 4 PM**. Filled tenders with documents should be submitted by **13.02.20** up to 4.00 pm to the **Chief Administrative Officer, Indian Institute of Forest Management, Nehru Nagar, Post Box no-357, Bhopal-462003**. The tender **will** be opened on **14.02.20 at 3 PM** in presence of tenderers present, if any. IIFM reserves the right to reject any or all the Tenders received without assigning any reason(s) thereof.

{Chief Administrative Officer}

**INDIAN INSTITUTE OF FOREST MANAGEMENT**

(Tender No.IIFM/M(M)/20/04)

**TENDER FORM FOR**

**Comprehensive Annual Maintenance Contract of Voltas make Split AC and Tower AC at IIFM campus**

**TECHNICAL BID**

(Do not write the amount here. Amount must be mentioned in the FINANCIAL BID)

1. Name of Firm :
2. Office Address with Phone Nos:

(Please tick mark the following columns appropriately)

S.No	Particulars	Yes	No	Enclosures No
01	Copy of currently valid Registration Certification			
02	Copy of certificate of currently valid Manufacturer / authorized Dealership of Voltas Make ACs			
03	Minimum three Experience of CAMC OF Voltas make ACs each amounting to Rs 72,000/- or more			
04	Whether EMD deposited or not			
05	Income Tax return for the last three years			
06	GST No			
07	PAN no			

Proof of all above documents duly self attested with seal, EMD of Rs 4,500/-in the form of demand draft in favour of Director IIFM may be submitted along with the technical bid.

Note: All documents should be enclosed in the above sequence properly.

Place:

Date:

{Name & Signature of the Contractor with seal and address}

## INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL

### TERMS & CONDITIONS OF TENDER FOR MAINTENANCE CONTRACT

01. The Rates quoted should be indicated in figures as well as in words and there should not be any overwriting as far as possible. Overwriting, if any should be initialed.
02. Each and every page of the Tender should be signed by the Tenderer before submission as a token of acceptance. Correction, if any, should be duly attested.
03. Rate quoted for each item should be inclusive of all Taxes/Duties, spares, cost of other materials, labor charges, Installation of Equipments at IIFM Campus.
04. **Earnest Money (Refundable) of Rs 4,500/-** should be submitted online with the Tender. Tenders received without Earnest Money Deposit will not be considered.
05. The Director, IIFM, Bhopal, reserves the right to accept or reject any or all the tenders in full or part or to waive off any formality, minor deviations and omissions without assigning any reason(s). The Institute reserves the right to reject conditional Tenders/Tenderer's conditions at its discretion.
06. Submission of tender shall be treated as the acceptance of terms & conditions of the tender and any counter terms shall not be accepted.
07. On the award of contract the party has to execute an AMC agreement on Rs.100/- non judicial stamp paper in the prescribed format enclosed. The Security deposit of 10 % of the tendered amount as has to be submitted with the agreement.
08. In case of non-compliance of AMC order, Security deposit will be forfeited and the party is liable for being blacklisted for a period of 3 years. Also further action shall be taken at the costs of the party.
09. Payment will be made on quarterly basis after completion of services satisfactorily.
10. Quarterly servicing during the period of contract mentioned above should be done.
11. Additional visits should be made during the contract period, as and when required, in the event of any breakdown/malfunctioning of the equipment, on intimation in this regard by the customer.
12. Replacement of all spares and materials free of cost which are found defective and found necessary for the unit should be made.
14. The CAMC fee is payable on quarterly basis including on completion of the quarter the party has to submit their bill provided the performance is satisfactory.
15. Providing record chart of servicing, attending complaint for each equipment at the specific location of the AC machine

**FINANCIAL BID**

Tender No.IIFM/M(M)/20/04

**INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL****Sub: CAMC OF Voltas Make ACs at IIFM campus, Bhopal**

S. No	Make & Type	Capacity	Location	Quantity	Rate Yearly	Amount
01	Voltas Make Split AC	2 Ton	IP centre 2	13 Nos		
			Computer centre -3			
			CAO-1,			
			Geo informatic centre (room no 83) - 2			
			Common room of Hostel (Arravalli) - 2			
			Room no 115 (2 nos)			
			Director residence -1			
		1.5 Ton	Guest house dining hall- 4 nos Director residence -1 Room no 84 – 2 nos	07 nos		
		1.0 Ton	Guest house Suits-4 nos, Computer Server- 02 nos Common room hostel (Arravalli) -1 Interview room (CC)- 1	08 nos		
02	Voltas Tower AC	4 Ton	Library 2 <sup>nd</sup> Floor- 05, Mess -5	10 nos		
03	Hitachi Spit AC	2 Ton	Vidwan office room - 4	06 nos		
			Nilgiri common room- 2			
		total				
	GST					
	Total					

Note: Please provide the bank account number along with the IFSC Code and Pan Card copy, GST No for releasing the payment.

**Signature of the Party with seal**