



Tender

Short Term Tender for Supply & Installation of 04 way Cassette Type Air Conditioner.



Tender No.: UCF/HO/AC/101/22-23

Dated: 18/June/2022

उत्तराखण्ड राज्य सहकारी संघ लि०
मुख्यालय: “यू सी एफ सदन” – दीप नगर रोड, विष्णु विहार, देहरादून – 248001
(उत्तराखण्ड)



उत्तराखण्ड राज्य सहकारी संघ लि०, देहरादून

Short Term Tender for Supply & Installation of 04 way Cassette Type Air Conditioner.

उत्तराखण्ड राज्य सहकारी संघ लि०, देहरादून द्वारा अपने नव-निर्मित सभागार में नए AC क्रय कर स्थापित किये जाने जिस हेतु प्रतिस्पर्धात्मक दरों पर “अल्प कालीन निविदा” मांगी है, जिसके लिए सभी प्रतिभागियों को प्रार्थना पत्र के साथ ₹1,770/- {1500+270} (GST सहित) शुल्क का भुगतान किया जाना होगा। इच्छुक निविदादाता पूर्ण रूप से भरा निविदा पत्र को मांगे गए सभी प्रपत्र एवं शुल्क इत्यादी के साथ डाक/कूरियर एवं हाथों-हाथ के माध्यम से संघ के मुख्यालय में जमा करवाना होगा। उक्त निविदा पत्र को संघ की वेबसाइट www.ucf.org.in से भी डाउनलोड किया जा सकता है, जोकि दिनांक 18/06/2022 से वेबसाइट पर उपलब्ध होंगे।

किसी भी एक निविदा/समस्त निविदाओं को बिना कारण निरस्त करने का अधिकार अधो-हस्ताक्षरी के पास सुरक्षित रहेगा।

प्रबंध निदेशक



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Availability of Tender

1. Tender Document can be downloaded from the Federation's website.
2. Tender Document can be received after paid the Tender Fee in cash/DD from the Head Office at Dehradun.

Important Dates and Time:

Date of Uploading of Documents on UCF's website	18 June 2022
Tender Submission Start Date and Time	18 June 2022, from 10:00 a.m.
Tender submission End Date and Time	28 June 2022, till 11:00 a.m.
Tender opening Date and Time	28 June 2022, from 12:00 p.m.
Tender Submission Place	Uttarakhand State Cooperative Federation Limited "UCF SADAN" – 3 rd Floor, Deep Nagar Road, Vishnu Vihar, Dehradun

Information regarding Tender

The interested Tenderer may contact as per given contact nos and email for information relating to tender before the last date of Tender Submission.

E-mail:

ucfdehradun@gmail.com

ucfhaldwani123@gmail.com

ucfacct2021@gmail.com

Contact No:

8191801907 & 918



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Tender for 4 way Cassette Air Conditioner

Uttarakhand State Cooperative Federation Limited, Dehradun, an apex body in Cooperative Society being established by Cooperative Societies Act. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

S. No.	Item Description	Unit	Quantity
	03 Ton Air Conditioner - 04 way Cassette Type	Nos	7
	Outdoor unit Stand	Nos	7
	Other miscellaneous items	As per Annexure - 1	

Tender should be sealed and superscripted with tender number and address to:

"Managing Director"

Uttarakhand State Cooperative Federation Limited

UCF SADAN - 3rd Floor, Deep Nagar Road, Vishnu Vihar, Dehradun - 248001

(Uttarakhand)

The sealed quotations should reach the Federation Head Office, latest by 28th June 2022 at 11:00 AM and it will be opened on same day at 12:00 PM in the presence of the bidder(s) or their authorized representative(s), who will be present at the scheduled date and time.

01. General Conditions

The tender should be submitted in two parts i.e. Technical Bid and Financial Bid.

The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers "Technical Bid for Supply & Installation of Air-Conditioning" and "Financial Bid for Supply & Installation of Air-Conditioning". Both sealed envelopes should be kept in a main/bigger envelope super-scribed as "Tender for Supply & Installation of Air-conditioning". Documents comprising in technical bid. Duly filled format of technical bid as per Annexure-II and certificate given in Annexure III.

Copy of constitution or legal status of the bidder/ manufacturer/ Sole proprietorship/ firm/ agency etc should be enclosed.

Signed each page of tender document.

The technical bid should be accompanied by Demand Draft of Earnest Money Deposit and tender fee.

Copy of Income Tax Return Acknowledgement for last three years.

Copy of PAN card/ GST Registration.

Bidder must be authorized Distributor/ Dealer of Air Conditioner of recommended make.

Copy of previous and same work experience certificates must be enclosed.

Copy of Turnover Certificate/02 Years Income Tax Returns and Balance Sheets to be enclosed.

Copy of Authorization Letter from the Manufacturer must be enclosed.



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02. Documents comprising in Financial bid.

Financial Bid form (Annexure-IV) - Rate must be quoted as per format specified, failing which tender shall be summarily rejected.

03. Earnest Money Deposit (EMD):

The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of **Rs. 25,000/- (Rupees Twenty Five Thousand Only)** by way of demand drafts only. The demand draft shall be drawn in favour of **“Uttarakhand State Cooperative Federation Limited”**. The demand draft for earnest money deposit must be enclosed in the envelope containing the technical bid. The EMD of the successful bidder shall be returned after the successful submission of Bank Guarantee/Security Deposit and for unsuccessful bidder(S) it would be returned after award of the contract. Bid(S) received without demand draft of EMD will be rejected.

a. Request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the respect of any previous work will not be entertained.

b. Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.

c. The tender without earnest money deposit will be summarily rejected. The firm who are registered with National small Industries Corporation (NSIC)/OR small scale industries (SSI) are exempted to submit the EMD (Copy of registration must be provide along with technical bid)

d. The EMD, in case of unsuccessful bidders shall be retained by the Federation, Dehradun till the finalization of the tender. No interest will be payable by the Federation.

04. Tender Fee:

Tender fee will be not refundable amount of **Rs.1000/- (Rupees One thousand only)** by way of demand drafts only. The demand draft shall be drawn in favor of **“Uttarakhand State Cooperative Federation Limited, Dehradun”**. The tender without tender fee will be summarily rejected.

05. Pre-BID Meeting: No pre-bid meeting held due to short term Tender.

Opening of Tender:

The tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending on the opening of the tender on behalf of the tender should bring with him a letter of authority from the tenderer and proof of identification. The late received tenders by the Federation will be ignored. Further, the Federation does not accept any liability and responsibility for the tenders in case the same are not properly sealed and marked and/or sent as above.

Tender inviting officer reserves the right to accept or reject any or all quotations without assigning any reason thereof and also do not bind himself to accept the lowest tender.

Delayed/ late/ conditional quotations/tenders shall not be accepted at all.



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06. Warranty / Guarantee:

Bidder must provide one (01) year comprehensive on-site warranty and it will be started from the date of the satisfactory installation / commissioning of goods, against the defect of any manufacturing, workmanship and poor quality of the components. No offer of the bidder will be accepted without warranty/ guarantee of their supplied/ installed goods.

07. Validity of the bids:

The quoted rates must be valid for a period of 90 days from the date of closing of the tender. The overall offer for the assignment and bidder(S) quoted price shall remain unchanged during the period of validity. If the bidder quoted validity shorter than the required period, the same will be treated as unresponsive and it may be rejected. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extended the validity, if required, without changing any terms, conditions etc. of their original tender.

08. Authority of person signing document: -

A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty, that he has authority to bind such other and if, on enquiry, it appears that the person so, signing had no authority to do so, the AIIMS, Jodhpur may without prejudice to other Civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.

09. Performance security Deposit:

The successful tenderer will be required to furnish a Performance security Deposit equal to 5% of the contract value after receiving work order in the form of Fixed Deposit Receipt or Bank Guaranty from any Nationalized bank duly pledged in the name of the "All India Institute of Medical Sciences, Jodhpur" Which shall be kept valid for a period of 60 days beyond completion of all the contractual obligations.

10. Security deposit:

Security deposit equal to 5% of the contract value will be deducted from the bills of the contractor.

11. Taxes:

The Income Tax/ Any other Taxes as applicable shall be deducted from the bill unless exempted by the Income-tax department.

12. Award of Contract:

After the evaluation of the bid(s) Federation will award the contract to the lowest evaluated responsive tenderer on composite basis. Conditional bid will be treated as unresponsive and will be rejected.

13. Delivery and Installation:

All the work shall be completed within 15 days from the date of issue of work order by the Federation. All the aspects of safe installation including civil and electrical shall be the exclusive responsibility of the contractor. If the contractor fails to complete the work on or before the stipulated date, then a penalty at the rate of 0.5% per week of the total order value shall be levied subject to maximum of 10% of the total order value.



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14. Subletting of Work:

The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing of Federation, which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one tenderer.

15. Signing of Contract:

The successful bidder shall be required to execute the Contract Agreement accepting all terms and conditions stipulated herein on a non-judicial stamp paper of Rs.100/- (Rs. One Hundred only) within five days of the issue of the Letter of notification of award along with performance security. In the event of failure on the part of the successful bidder to sign the Contract within the period stipulated above, the EMD shall be forfeited and the acceptance of BID shall be considered as cancelled.

16. Force Majeure:

Any delay due to Force Majeure will not be attributable to the supplier. 21. Bidder shall submit a copy of the tender document and addendum/ corrigendum thereof, if any, with each page of this document should signed and stamped to confirm the acceptance of the entire terms and conditions as mentioned in the tender enquiry document.

17. Breach of Terms and Conditions:

In case of breach of any terms and conditions as mentioned in tender, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by Federation in that event the EMD shall also stands forfeited.

18. Arbitration:

The Arbitration shall be held in accordance with the provision of the arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Dehradun. The decision of the Arbitrator shall be final and binding on the both parties.

19. Applicable Law:

The contract shall be governed by laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/ processing.

The agreement shall be deemed to have been concluded in Dehradun, Uttarakhand and all obligations hereunder shall be deemed to be located at Dehradun and Court within Dehradun, Uttarakhand will have Jurisdiction to the exclusion of other courts.



SPECIAL CONDITIONS OF CONTRACT

1. Co-ordination with Other Agencies: While the work under any schedule is in progress, the work under the other schedule will also progress simultaneously. Also other agencies like civil agency, sanitary contractors will work simultaneously during the progress of work covered under any schedule of other contractors. The contractor shall not only carry out work in co-ordination with other agencies but also give them all assistance e.g., water pipe etc. if and as required without any extra charges.
2. Discrepancy between Specifications: In case of discrepancy in the specifications or any other matter the matter shall be brought by the contractor to the notice of the Engineer in charge for further decision.
3. Procurement of Material: The contractor shall be responsible for the procurement of all the materials required to complete the work.
4. Contractor to Employ Qualified Supervisor: The contractor shall employ skilled supervisor "to supervise and execute the work.
5. Inconvenience to the Public: The contractor shall not deposit or store any materials at any site without permission of the Engineer. The materials will be stored at such places only with prior approval of the Engineer as there is no obstruction in traffic or other agencies.
6. The provision against accident and safety measures: -
 - i) The contractor will take all necessary precautions against a fire during the course of his work & will ensure the work against fire at his cost.
 - ii) He will also take all care against likely damage of floor, walls, doors, windows or any part of the building. In case of any damage or loss, the contractor has to make good at his own cost.
7. Specifications: In the absence of specifications for any work or material, relevant Indian Standard Specifications shall be applicable.
8. Cleaning the Site: The site described and shown on the plans, shall be cleared off all the rubbish of all kinds etc. complete. After completion of the work and the site shall be handed over in clean and neat condition.
9. Secrecy: In a view to safeguard the secrets & confidential information relating to All India Institute of medical Sciences, Jodhpur, the tenderer binds himself and his successors to secrecy & contracts to bind to secrecy of his officials, Manager, Technical Senior staff & all other staff directly or indirectly concerned in or whom have to acquire information relation to the Federation equipment and the tenderer shall access to any such information.
10. Security Rules: The contractor shall follow at site security rules regarding removal of materials from site, issue of materials from site, issue of materials from stores, issue of identity card etc., as may be framed from time to time by the Engineer.
11. Care in Case of Occupied Buildings: Tenderer may also note that when the subject work is to be carried out in the premises of Federation which are already under occupation, all care shall be taken to protect personal and / or Government materials fixtures, appliances, equipment's etc. In case of any damage to any of the



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existing arrangements, contractor is liable to do such work to its original and / of shall be liable to pay the cost of such damages / losses. The work shall be carried in close coordination with occupants of these buildings without any hindrance and interruption.

12. Supply of Tools Tackles and Other Materials: For full completion of the work, contractor shall at his own expense arrange & furnish all necessary work tools, tackles, scaffolding, tagaries, mugs, scrappers, wire brushes etc. that may be required to complete the work under contract.

13. Inspection of Work: Engineer or any person appointed by Managing Director, of Federation shall have access and right to inspect the work, or any part thereof at all times and places during the progress of the work. the inspection and supervision is for the purpose of assuring owner that the plans and specification and being properly executed and while owner and / or Engineer and their representative will extend to contractor all desired assistance in interpreting the plans and specifications, all such assistance shall not relieve contractor from any responsibility for the work. Contractor without delay shall correct any work, which proves faulty.

14. Security: The contractor shall follow security rules of Institute. The contractor should issue the identity cards to their workers. Contractor may please note that the security section is empowered to carry out the checks.

15. Damage to adjoining property: Contractor shall take all precautionary measures to avoid any damage to adjoining property. All necessary arrangement shall be made at his own cost. In case it's happen contractor may repair the damage property at his own cost and no claim in this regard will be entrained.

16. The contractor shall take instructions from the Engineer-in-Charge regarding collection and stacking of materials at any place. No excavated earth or building rubbish shall be stacked on areas where other buildings, roads, services and compound walls are to be constructed. 17. Normally contractors shall not be allowed to work at night. Work at night shall, however, be allowed if the site conditions / circumstances so demand. However, if the work is carried out in more than one shift or at night, no claim on this account shall be entertained. In such situations the contractor shall make available to the department proper means of transport such as vehicle at his own cost.

18. Terms of payment:

(a) The work will be inspected by appointed/concerned person of Federation on daily basis.

(b) No Payment shall be made in advance nor shall the loan from any or financial institutions be recommended on the basis of the order of award of work.

(c) No Part & Running bill will be paid. Payment will be made only on completion of work on final submission of bill.

(d) Contractor will submit the latest income tax clearance certificate in the revised form and partnership deed for verification by Federation and retention at the time of submission of the quotation. Note: The contractor shall take into account all the costs involved in compliance of all the special conditions and as stated above while quoting his rates in his tender for this work.



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Annexure - I **Specification**

S. No.	Recommended Make	Detail of Item	Unit	Qty.
<u>A-01</u>	<u>Any with ISI mark</u>	Supply of 03 Ton, 5 Star Rating of BEE Air Cooled 4 way Cassette Type Air Conditioners complete with indoor unit (IDU), Outdoor unit (ODU).	<u>Nos</u>	<u>7</u>
<u>02</u>		Installing and Fixing 03 Ton, 5 Star Rating of BEE Air Cooled 4 way Cassette Type Air Conditioners complete with indoor unit (IDU), Outdoor unit (ODU), surface / concealed copper Refrigerant piping with insulation (EP Foam pipe section) up to 3 Mtr. (IDU to ODU) copper power cable up to 4 Mtr. (at least 3CX 2.5 Sqmm, PVC Insulation, FRLS copper wire) (IDU to ODU), R-22/R-410 Refrigerant , PVC drain pipe (dia 15mm) Remote, suitable for 400/230V +10% of 50 Hz, 1/3 phase AC supply capable of performing cooling, dehumidification, air circulation of following capacity with scroll/ reciprocating/ rotary compressor.	<u>Nos</u>	<u>7</u>
<u>03</u>		Installing and Fixing 03 Ton, 5 Star Rating of BEE Air Cooled 4 way Cassette Type Air Conditioners complete with indoor unit (IDU), Outdoor unit (ODU) with ODU Stand.	<u>Nos</u>	<u>7</u>
<u>04</u>		Chiseling and Mason work/repair during fixing and installing the Units.	RMT	105
<u>B-01</u>	<u>Any with ISI mark</u>	Commissioning of systems including topping R-22 gas per site.	Kgs	10
<u>02</u>		Supply, Installation, testing and commissioning of the insulated refrigerant piping for all the units with the refnets as per the specification. (the insulation shall be of 13/19 mm thick nitrile rubber make throughout the running length of the refrigerant piping. The piping shall be well supported at specifications.) - Copper Piping	RMT	105
<u>03</u>		Providing and fixing rigid PVC piping complete with fittings, supported as per OEM STD and duly insulated with 6mm thick closed cell nitrile rubber insulation. - 32 mm dia	RMT	105
		Supply and fixing of control cum transmission wiring of shielded Copper conductor cable along with PVC conduit for looping between indoor and outdoor VRF system & to main central remote control system - 3Cx1.5sqm.	RMT	126



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Annexure-II Technical Bid

(In Separate sealed cover-I super scribed "Technical Bid")

S. No.	Details of Tenderer/Bidder	Page No.	Remarks
1	Name and Address of the Tenderer/Bidder:		
	State clearly whether it is sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization:		
	Details of the Earnest Money Deposit (EMD) (Yes/No) DD No: Dated: Drawn on Bank: Amount: (Rupees.....)		
	Details of the cost of the Tender documents (Yes/No) DD No: Dated: Drawn on Bank: Amount: (Rupees.....)		
	Whether each page of NIT and its annexure have been signed and stamped		
	Copy of GST Registration		
	Permanent Account No.		
	Email ID		
	Contact No.		
	Copy of experience certificate previous and same work.		
	Copy of Turnover, Income Tax Returns and Balance Sheet		

(Signature of the Bidder)
Along with Stamp of Firm/Company



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Annexure - III

CERTIFICATE

(To be submitted on letter head of the company/ firm)

I hereby certify that the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I also certify that firm will be supplied the item as per the specification given by Institution and also abide all the terms & conditions stipulated in tender.

I also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, any contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Institute may imposed any action as per NIT rules.

Date:

Place:

Name :

Business Address :

Signature of Bidder :

Seal of the Bidder :



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Annexure – IV

Financial Bid Tender for supply & installation of 04 way Cassette Conditioner
(To be submitted on the letterhead of the company / firm)

S. No.	Particulars	Unit	Make (A)	Qty (B)	Rate (C)	Tax (D)	Amount (E) =(C+D)xB
01.	Supply of 03 Ton, 5 Star Rating of BEE Air Cooled 4 way Cassette Type Air Conditioners complete with indoor unit (IDU), Outdoor unit (ODU).	Nos		7			
02.	Installing and Fixing 03 Ton, 5 Star Rating of BEE Air Cooled 4 way Cassette Type Air Conditioners complete with indoor unit (IDU), Outdoor unit (ODU), surface / concealed copper Refrigerant piping with insulation (EP Foam pipe section) up to 3 Mtr. (IDU to ODU) copper power cable up to 4 Mtr. (at least 3CX 2.5 Sqmm, PVC Insulation, FRLS copper wire) (IDU to ODU), R-22/R-410 Refrigerant , PVC drain pipe (dia 15mm) Remote, suitable for 400/230V +10% of 50 Hz, 1/3 phase AC supply capable of performing cooling, dehumidification, air circulation of following capacity with scroll/ reciprocating/ rotary compressor.	Nos		7			
03.	Installing and Fixing 03 Ton, 5 Star Rating of BEE Air Cooled 4 way Cassette Type Air Conditioners complete with indoor unit (IDU), Outdoor unit (ODU) with ODU Stand.	Nos		7			
04.	Chiseling and Mason work/repair during fixing and installing the Units.	RMT		105			
05.	Commissioning of systems including topping R-22 gas per site.	Kgs		10			
06.	Supply, Installation, testing and commissioning of the insulated refrigerant piping for all the units with the refnets as per the specification. (the insulation shall be of 13/19 mm thick nitrile rubber make throughout the running length of the refrigerant piping. The piping shall be well supported at specifications.) - Copper Piping	RMT		105			
07.	Providing and fixing rigid PVC piping complete with fittings, supported as per OEM STD and duly insulated with 6mm thick closed cell nitrile rubber insulation. - 32 mm dia	RMT		105			
08.	Supply and fixing of control cum transmission wiring of shielded Copper conductor cable along with PVC conduit for looping between indoor and outdoor VRF system & to main central remote control system - 3Cx1.5sqm.	RMT		126			
Grand Total in Figure (Inclusive of all)							
Grand Total in Words (Inclusive of all)							



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Note:- (Bidder must submit Financial Bid in separate envelope and clearly mention Financial Bid in old letters in the top of the envelope and strictly as per the format given above only)

- 1. L1 will be decided on composite basis.***
- 2. I/We have gone through the terms & conditions as stipulated in the tender enquiry document and confirm to accept and abide the same.***
- 3. No other charges would be payable by the Institute.***

Date:

Place:

Name :

Business Address :

Signature of Bidder :

Seal of the Bidder :