



WEST BENGAL ELECTRICITY REGULATORY COMMISSION



Ref No. WBERC/C-7/3/AC/ 2866

Dated, Kolkata, the 1st November, 2018

NOTICE INVITING QUOTATION FOR AMC OF ACs

Sealed quotations for Comprehensive & Non-Comprehensive Annual Maintenance Contract (AMC) of the following ACs are invited for *a period of One Year with a provision further extension of one more year with the same terms & conditions on satisfactory performance of the contract*. Eligible and interested vendors are requested to submit their competitive quotations for the same as per following terms and conditions as well as **General Scope of Work for ACs Preventive maintenance as per Annexures 'A' & 'B'**:

- (i) 1.5 TR Room Window ACs = 16 Nos - Carrier
 - (ii) 1.5 TR Room Window ACs = 02 Nos - Voltas
 - (iii) 1.5 TR Split AC = 04 Nos - Carrier
 - (iv) 1.0 TR Split AC = 05 Nos - Carrier Midea (Electra Inverter)
1. Quotations are invited only from Original Equipment Manufacturers (OEM) or authorized service providers having at least 5 years experience and expertise for AC maintenance and related jobs. Document of valid authorized service providership must be submitted along with the quotation.
 2. The service provider must have GST Number, otherwise the bids will be rejected. Copies of the certificate of registration have got to be submitted along with the offer.
 3. **Separate** Sealed envelopes containing the price bids superscribing "**Quotation for Comprehensive AMC of ACs**" & "**Quotation for Non-Comprehensive AMC of ACs**" is to be submitted.
 4. **Separate Price for Comprehensive & Non-Comprehensive AMC of ACs** should be firm and exclusive of all taxes, duties and levies, which will be paid extra as per Rules.
 5. For AMC, payment will be made on quarterly basis on satisfactory completion of the assigned work.
 6. Original GST invoice must be produced indicating GST Registration Number and PAN Number of the service provider for payment in due course.
 7. Bank particulars are required to be submitted along with bills for making payment through NEFT/RTGS.

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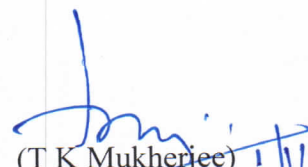
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8. Validity period of the offer should be for a period of at least 3 months from the date of opening of the offer.
9. Quotation should be submitted by **26.11.2018 (3.00 PM)** in one sealed envelope superscribing "Quotation for Comprehensive & Non-Comprehensive AMC of ACs" on it at the following address:

West Bengal Electricity Regulatory Commission, FD 415A, Poura Bhawan, 3rd Floor, Sector-III, Bidhannagar, Kolkata-700106.
10. All the quotations will be opened at **3.30 PM on the last date of submission as stated in Sl.(8) above.**
11. West Bengal Electricity Regulatory Commission reserves all the rights to accept or reject any or the entire tender without assigning any reason whatsoever. West Bengal Electricity Regulatory Commission may not accept the lowest or any offer and is not bound to assign any reason whatsoever, for its decision. WBERC also reserves the right to cancel the tendering process without assigning any reasons, at any time.
12. Penalty for delayed/non performance against routine service & break down service on the basis of scope of work in Annexure 'A' & 'B' shall be imposed @ ½% of the order value for delay per week or part thereof since the date service is due and in case of breakdown from the date of intimation subject to maximum 5% of order value.
13. Vendors may visit the office of the Commission for inspection of the AC(s) during 1100h to 1600h except on Saturday, Sunday & holidays before submission of the quotation.
14. Vendor is liable to deposit as Performance Bank Guarantee or in cash in the form of cheque at par or Demand Draft for 10% of order value throughout the execution period including extended validity period which may be forfeited in case of unsatisfactory performance or non compliance.


(T K Mukherjee)
Secretary, WBERC

Enclosure : As mentioned above.

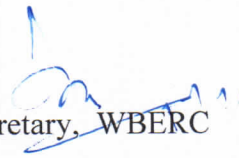


Annexure 'A'

GENERAL SCOPE OF WORK FOR ACs PREVENTIVE MAINTENANCE
(COMPREHENSIVE)

As a minimum, the following will be done by the vendor :

1. Routine service includes routine inspection checking & servicing of Air Conditioners once in every quarter.
2. Routine service should be recorded in service Maintenance Record Card signed by the official concerned of the Commission and produced along with bill.
3. All breakdown calls have to be attended within 24 hours/ the next working day of the Commission from the time & date of report.
4. Repair/replacement of compressor to be done.
5. Repair/replacement of fan motor.
6. Replacement of fan blade, capacitor, relay & contactor.
7. Leak detection and rectification and gas charging under the AMC.
8. Condenser coil if technically repaired, such repair will be under the AMC (Copper coil only).
9. Circuit board repair/replacement under the AMC.
10. During execution of the work proper safety measure will be adhered to by the vendor.
11. WBERC is not responsible for any compensation.
12. If, any AC is required to be taken to vendor's workshop for repair, no extra cost will be paid by the WBERC.
13. Replacement of air filter, if required.


Secretary, WBERC



Annexure 'B'

GENERAL SCOPE OF WORK FOR ACs PREVENTIVE MAINTENANCE
(NON-COMPREHENSIVE)

As a minimum, the following will be done by the vendor :

1. Routine service includes routine inspection checking & servicing of Air Conditioners once in every quarter.
2. Routine service should be recorded in service Maintenance Record Card signed by the official concerned of the Commission and produced along with bill.
3. All breakdown calls have to be attended within 24 hours/ the next working day of the Commission from the time & date of report.
4. Checking Compressors/Gas, Air Blower Fan, normal operational condition, normal remote functioning.
5. Overall cleaning and brushing.
6. Cleaning filter/net (3 Nos dry servicing & 1 No wet servicing per year).
7. Repair, replacement charges of compressor, fan motor, fan blade, capacitor, relay, contractor & circuit board will be done by the vendor on payment at a very concessional rate if required during the AMC period.
8. During execution of the work proper safety measure will be adhered to by the vendor.
9. WBERC is not any responsible for any compensation.
10. If, any AC is require to be taken to vendor's workshop for repair, freight charges up & down to be paid by the WBERC at a very concessional rate.

Secretary, WBERC