

Inquiry form for Annual Maintenance Contract for RO plants installed in various hostel blocks in L. D. College of Engineering, Ahmedabad

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| Annexure -1 | Terms and Condition should be submitted on Company Letter Head with authority sign |
| Annexure-2 | Quotation list for AMC and Spare parts of RO |
| Annexure -3 | Details of Document submission with tender |
| Annexure -4 | Pre-qualification Form and List of Documents and Certificates are attached with tender form. |
| Date and place of the pre bid meeting. | Date:16/11/2019 at 10:30am at The Principal's Office, L. D. College of Engineering, Navrangpura, Ahmedabad - 15 |
| Last date for acceptance of tender at L. D. College of Engineering, Navrangpura, Ahmedabad. | Annexure-3 and Annexure-4 (pre-qualification form) must be covered in one cover. Write pre-qualification form on this cover. Annexure-2 (Quotation list) should be covered in separate sealed cover. Put all these covers in one sealed cover in a separate sealed cover. The quote should be written in such a way that it should be readable. To cover the above two covers in the third sealed cover, the agency should write the " Tender for RO maintenance " in large letters on the third sealed cover and place the Quotation list cover and Pre-qualification Form (mandatory) in sealed cover and this cover will be sent at L. D. College of Engineering, Ahmedabad by on hand/Registered A.D. on or before 07/12/2019 at 05:00pm |
| Date, time and place of opening pre-qualification cover. | Date:09/12/2019: 10:30am (In the presence of delegates) Principal's Office, LD College of Engineering, Navrangpura, Ahmedabad - 15 |
| The date, time and place of opening the cover containing the price sheet. | Date: 10/12/2019 10:30 am (In the presence of delegates) Principal's Office, LD College of Engineering, Navrangpura, Ahmedabad - 15 |
| Full address for correspondence with the organization | Principal's Office, LD College of Engineering, Navrangpura, Ahmedabad – 15 079-26306752 |

Date : 07/11/2019

PRINCIPAL

L. D. COLLEGE OF ENGINEERING

Annexure-1

Annual Maintenance Contract for Industrial RO Plants installed in various hostel blocks in L. D. College of Engineering, Ahmedabad

Terms and Conditions

1. Company should be registered under the GST act and copy of GST registration must be required.
2. Vendor will have to submit his work offer in Annexure - 2, the format mentioned in the price bid will only be valid on the respective letterhead of vendor, so that the comparison of all the bids can be done uniformly. The same should be duly signed and stamped by the vendor.
3. Vendor will have to deposit **5%** of the total contract value as the **security deposit** within 7 days of the contract received. Failing to do so will disqualify the vendor.
4. Security deposit will be made in the form of DD **“Principal, L. D. College of Engineering, Ahmedabad”** drawn by only nationalized bank. Security deposit will be refunded after completion of the said contract. No interest will be borne on the said security deposit.
5. Technical & Financial Quotation shall be submitted in two separate sealed envelope and **“Technical Quotation for Comprehensive AMC of Hostel Industrial RO plant”** & **“Financial Quotation for Comprehensive AMC of Hostel Industrial RO plant”** and the same should be mentioned on both the covers. All pages of RFQ will be duly signed and stamped with sealed envelope and submit before due date.
6. Presently the industrial RO plants are installed in all hostel blocks. In case any service provider/agency wants to visit the site, they can visit the hostel office during 10:30 am to 12:30pm.
7. The vendor will have to provide comprehensive contract as mentioned in the terms i.e repairing, cleaning, any kind of service and consumables as well. In case of failing to do so authority has the right to forfeit vendor’s security deposit for the same. No any plant to be shut down during the contract period more than 3 days due to requirement of services or replacement of spare parts.
8. Service report will duly signed by the concerned officer on a weekly basis.
9. The vendor has to submit GST certificate and PAN card copy attached with the offer. If the vendor has the experience of the same kind of work they will have to submit the work completion certificate.
10. In any event, the agency which is involved in the tender contest by filling the tender will not be able to cancel its candidature under any circumstances. The Principal shall have the power to disqualify.
11. If during the tenure of the contract the vendor wishes to withdraw its services will have to serve a one-month notice, and for the same reason if authority engages another contractor the price difference will be deducted from the security deposit of the vendor.

12. The agency whose tender is approved and during the time of tender running, the agency will not be able to perform the work outlined in the tender.
13. If the agency does not fully comply with the terms, then the security deposit will be forfeited and action will be taken till the cancellation of monopoly & the same dispute will be bound by Ahmedabad jurisdiction.
14. Regarding suggestions and grievances, agency will have to keep a register on the public table.
15. If the agency tries to exert any kind of pressure directly or indirectly, the tender will not be valid for which special note should be taken.
16. In the event of an accident, death or injury to the employees of the agency in the course of their duty, it shall be the responsibility of the agency. The organization will not pay any amount of damages or claims payable in this regard.
17. The instructions received from Principal / Rector / Committee shall follow from time to time.
18. Conditional tender will not be accepted. Principal, LD College of Engineering, Ahmedabad will decide and finalize the decision.

Comprehensive Maintenance Contract - Scope of Work

1. Weekly visit for maintenance with submission of report.
2. Periodical preventive and repair service with required spares to keep plants functional all time at every one month.
3. Any additional visit during the contract period in case of breakdown, as and when required.
4. The contractor shall maintain the service record showing the detail of RO, date of visit, nature of work carried out, changed parts details and signature of authority.
5. The work shall be carried out by technically sound mechanics.
6. This contract is inclusive of preventive maintenance including internal plumbing (with related RO system and electronic sensor used in water tanks placed in RO room) as well as breakdown service which is inclusive of repairs and replacement of any of the parts required at the cost of contractor during entire period of contract.
7. Free replacement of all consumables such as cartridge, Antiscalant etc.
8. Repairs of electrical parts, electrical motors and pressure pumps include replacement of parts rewinding or new ones as and when required.
9. System to be counted as from input water tap to drinking tap
10. Cleaning of all types of water tank.
11. Leakage of the water in the whole System.

12. At the end of the period of contract RO plant shall be handed over in functional condition along with the service report.
13. The agency will not be able to subcontract and if this happens, the agency will be terminated with immediate effect.
14. Non-experience agencies will be disqualified.
15. Any disagreement or dispute will be subject to the Ahmedabad judicial authority.
16. Enclosure of documents: (1) GST certificate (2) PAN card copy (3) Work completion certificates for experience (4) All Annexure - 1 to 4 duly signed (5) Annexure - 2 on vendor's letterhead.
17. The contractor shall maintain the service record showing the detail of RO, date of visit, nature of work carried out, changed parts details and signature of authority.
18. On successful completion of annual contract if overall services are found satisfactory, the contract may be extended for next year if required from time to time.
19. I have read, understood and accepted the above terms and conditions.

Payment Terms:

Payment shall be released at the start of every six months during service contract within 20 days of submission of bill.

Date: _____

Place: _____

Applicant's Signature and Stamp

Applicant's name and address

Annexure – 2

Quotation list

(Offer should be given in the same format on company's letter with Sign and Stamp)

| Sr. No. | Description of Work | Total Price |
|---------|--|---|
| 01 | (i) Annual Comprehensive Maintenance Contract of 250 LPH Industrial RO Plant with periodical monthly service, repairing and replacement of defective/damaged spare parts of RO with GST installed in Hostel Block A (Purchase on 08-02-2018) | |
| | (ii) Annual Comprehensive Maintenance Contract of 200 LPH Industrial RO Plant with periodical monthly service, repairing and replacement of defective/damaged spare parts of RO with GST installed in Hostel Block B (Purchase on 19/03/2018). | AMC is already running and it will be completed on 11/04/2021. |
| | (iii) Annual Comprehensive Maintenance Contract of 250 LPH Industrial RO Plant with periodical monthly service, repairing and replacement of defective/damaged spare parts of RO with GST installed in Hostel Block C (Purchase on 08-02-2018) | |
| | (iv) Annual Comprehensive Maintenance Contract of 200 LPH Industrial RO Plant with periodical monthly service, repairing and replacement of defective/damaged spare parts of RO with GST installed in Hostel Block D (Purchase on 31/01/2018). | AMC is already running and it will be completed on 11/04/2021. |
| | (v) Annual Comprehensive Maintenance Contract of 200 LPH Industrial RO Plant with periodical monthly service, repairing and replacement of defective/damaged spare parts of RO with GST installed in Hostel Block G (Purchase on 07/04/2017). AMC is already running and it will be completed on 06/04/2020. | |
| | (vi) Annual Comprehensive Maintenance Contract of 200 LPH Industrial RO Plant with periodical monthly service, repairing and replacement of defective/damaged spare parts of RO with GST installed in Hostel Block H (Purchase on 01/03/2016). AMC is already running and it will be completed on 29/02/2020. | |

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|----|--|--|
| 02 | Electronic sensor placed in RO water tanks with GST | |
| 03 | Plumbing related to RO system with GST | |
| 04 | Repairing and replacement of Electrical parts with GST | |
| 05 | Raw water pump with GST | |
| 06 | Filter Vessel with GST | |
| 07 | Send Media (Per kg) with GST | |
| 08 | Activated Carbon 1100 iv coconut shell (per kg) with GST | |
| 09 | Antiscalant Dosing Filter with GST | |
| 10 | Multiport Valve with GST | |
| 11 | 20" Jumbo Wound with GST | |
| 12 | 20" Jumbo Housing with GST | |
| 13 | Electronic Control Panel with GST | |
| 14 | Low Pressure Switch with GST | |
| 15 | High Pressure Pump with GST | |
| 16 | Presser Housing with GST | |
| 17 | Membrane Element with GST | |
| 18 | Solenoid Valve with GST | |
| 19 | Floty with GST | |
| 20 | High Pressure pump with GST | |
| 21 | Rota Meter with GST | |
| 22 | Pressure Gauge with GST | |
| 22 | Gate Valve with GST | |
| 23 | High Pressure SS Piping with GST | |
| 24 | Victoly SS with GST | |

Applicant's Signature and Stamp

Applicant's name and address

Annexure – 3

Details of submission with the tender of the hostel AMC for RO plants installed in various
Hostel blocks in L. D. College of Engineering, Ahmedabad

| | | | |
|----|---|--------|--|
| 1 | Agency owner Name | : | |
| | Name and address of the agency | : | |
| 2 | Registration Number of Central Government Departments / State Government Departments / Municipal Corporation ... etc | : | |
| 3 | Owner / Partner Name / Address Photos (Total Authorities) | : | |
| 4 | Agency Owner / Partner's telephone number and e-mail | : | |
| 5 | Year of joining in the business | : | |
| 6 | Business tax registration number | : | |
| 7 | GST registration number | : | |
| 8 | PAN number registered under Income tax | : | |
| 9 | Is pre-history of agency clean? Not a financial defaulter of any organization, not a police case on the record. | : | YES / NO If No then you will be disqualified. |
| 10 | Does the agency have trained staff? Details of it | : : | |
| 11 | Experience Certificate (Attach Proof) Non-experience agencies will be disqualified. | : | |

Applicant's Signature and Stamp

Applicant's name and address

Annexure – 4

(Pre-qualification form)

Authentic copies of documents and certificates attached to the tender form of Hostel AMC for RO plants installed in various Hostel blocks in L. D. College of Engineering, Ahmedabad

| Sr. No. | Attaching Documents or Certificates | Write down the page number of the proposal |
|---------|--|--|
| 1 | Two Passport size Photo of the applicant | -- |
| 2 | Copy of proof of permanent residence with photo (Aadhaar card or other government proof) | |
| 3 | Copy of valid Registration certificate of competent authority | |
| 4 | A certified copy of Pan card in the name of the agency | |
| 5 | Certified copy of GST | |
| 6 | The last three years IT Return in the name of the agency. | |
| 7 | A certified copy of the work order and satisfactory performance certificates. | |
| 8 | All the above mentioned documents should be numbered from page one to the last page. | |

Applicant's Signature and Stamp

Applicant's name and address

Name and signature of the officers:

(1)

(2)

(3)

(4)

(5)

(6)