



कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
(MINISTRY OF LABOUR AND EMPLOYMENT, GOVERNMENT OF INDIA)
क्षेत्रीय कार्यालय/REGIONAL OFFICE



भविष्य निधि भवन, भारतीय रिजर्व बैंक के पास, आयकर सर्कल, आश्रम रोड, अहमदाबाद-380014.
Bhavishya Nidhi Bhawan, Nr. R.B.I., Income-Tax Circle, Ashram Road, Ahmedabad-380014
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NO.GJ/PFC/AHD/ADM.IV/CT/ 68

Date: 15/06/2018

NOTICE INVITING TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR AIR CONDITIONERS

कर्मचारी भविष्य निधि संगठन (श्रम और रोजगार मंत्रालय के तहत एक सांविधिक निकाय) क्षेत्रीय कार्यालय अहमदाबाद उपरोक्त पते से कार्यरत प्रतिष्ठित और अनुभवी एजेंसियों / फर्मों / कंपनियों या अधिकृत वार्षिक रखरखाव के लिए अधिकृत डीलरों को आमंत्रित करता है एक वर्ष की अवधि के लिए अनुबंध आधार पर क्षेत्रीय कार्यालय, अहमदाबाद में स्थापित एयर कंडीशनर इकाइयों का अनुबंध "। इच्छुक पार्टियों को तकनीकी बोली और वित्तीय बोली अलग से जमा करने की आवश्यकता है। मुहरबंद कवर -1 में बोली "तकनीकी बोली" और "वित्तीय बोली" युक्त मुहरबंद कवर-द्वितीय को तीसरे मुहरबंद कवर सुपर में रखा जाना चाहिए "एयर कंडीशनरों के समेकित वार्षिक प्रबंधन अनुबंध के लिए निविदा" और सील बॉक्स में गिरा दिया जाना चाहिए उपर उल्लिखित कार्यालय पते पर ग्राउंड फ्लोर में कार्यालय परिसर में 06/07/2018 से 12.00 बजे तक या उससे पहले स्थापित किया गया। यदि कोई उपस्थिति हो, तो संबंधित बोलीदाताओं की मौजूदगी में कमेटी सदस्यों द्वारा समिति सदस्यों द्वारा 4.00 बजे उसी दिन तकनीकी बोली खोली जाएगी। योग्य बोलीदाताओं की वित्तीय बोलियां केवल विचार के लिए खोली जाएंगी।

The Employees' Provident Fund Organization (a statutory body under the Ministry of Labour and Employment Government of India) Regional Office, Ahmedabad functioning from the above address invites sealed tenders from reputed and experienced agencies/firms/companies or authorized dealers for "Comprehensive Annual Maintenance Contract" of Air Conditioner units installed at Regional Office, Ahmedabad on contract basis for a period of one year. The interested parties are required to submit technical bid and financial bid separately. The bids in Sealed Cover-I containing "Technical Bid" and Sealed Cover-II containing "Financial Bid" should be placed in third sealed cover super scribed "TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF AIR CONDITIONERS" and should be dropped in the seal box installed in the office premises at Ground Floor at the above mentioned office address on or before 06/07/2018 up to 12.00 AM. The Technical Bid will be opened on the same day at 4.00 pm by the committee members in presence of the respective bidders, if any present. The financial bids of the eligible bidders will ONLY be opened for consideration.

पात्रता मानदंड, काम का दायरा, रखरखाव अनुबंध, नियमों और शर्तों को नियंत्रित करने वाले निविदा दस्तावेजों को किसी भी कार्य दिवस के दौरान उपर्युक्त कार्यालय पते से 10.30AM से 5.00 पीएम के बीच प्राप्त किया जा सकता है या ईपीएफओ वेबसाइट www.epfindia.gov.in से डाउनलोड किया जा सकता है। इस कार्यालय को बिना किसी कारण बताए निविदा को अस्वीकार करने या रद्द करने का अधिकार सुरक्षित है और सक्षम प्राधिकारी का निर्णय अंतिम होगा।

The tender documents containing eligibility criterion, scope of work, conditions governing maintenance contract, terms and conditions can be obtained during any working day between 10.30AM to 5.00PM from above mentioned office address or can be downloaded from EPFO website www.epfindia.gov.in. This office reserves the right to reject or cancel the tender without assigning any reasons thereof and the decision of the competent authority shall be final.

अनुबंध शुरू करने की तारीख से एक वर्ष की अवधि के लिए शुरू में होगा। हालांकि, सेवाओं को संतोषजनक होने पर, उसी अवधि और शर्तों पर, एक वर्ष में अधिकतम एक वर्ष में, एक वर्ष में अधिकतम वर्ष के लिए, इसे आगे बढ़ाया जा सकता है।

The Contract will be initially for a period of one year from the date of awarding the contract. However, the same can be extended further, for a maximum period of 02 years, one year at a time, on the same terms and conditions, in case services are found satisfactory.

S.S. SAHA
14.6.2018

एस.एस. साहा
(S.S. SAHA)

सहायक भ. नि. आयुक्त (प्रशासन-IV)
ASSISTANT P F COMMISSIONER (ADM-IV)
क्षेत्रीय कार्यालय, अहमदाबाद
REGIONAL OFFICE, AHMEDABAD



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NO.GJ/PFC/AHD/ADM.IV/CT/ 68

Date: 15/06/2018

NOTICE INVITING TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR AIR CONDITIONERS

The Employees' Provident Fund Organization (a statutory body under the Ministry of Labour and Employment Government of India) Regional Office, Ahmedabad from the reputed agencies/AC manufacturers of their authorized dealers for "Comprehensive Annual Maintenance Contract of 125 numbers of Split/Window Type of Air Conditioners units for a period of one year. The terms and conditions of tender procedure are as under:-

1.	Earnest Money Deposit	Rs.20,000/-
2.	Last date of submission of tenders	Date : 06/07/2018 upto 12.00 AM
3.	Opening of Technical Bid	Date : 06/07/2018 at 4.00 PM
4.	Opening of Financial Bid	Qualified bidders will be intimated separately.

1. General Conditions:-

- Tender shall be submitted in official tender form only. If submitted in any other form the same shall be summarily rejected.
- The service provider shall provide direct service and shall no employ sub-contractors.
- The Agencies can inspect the site and equipments with the AC Technician after taking prior approval between 10 am to 5 pm on all working days on or before the closing date of receipt of the tender.
- Sealed offers are invited for the Annual Maintenance Contract of different type of Split/Window Air Conditioners units of different capacities and the details are in annexure.
- Corrections, if any in the tender must be attested by the tenderer.
- EPFO reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.
- Late tenders will not be considered and shall be rejected.
- The rates quoted should be on FIRM & FIXED basis.

2. Earnest Money Deposit (EMD):-

- The tender should be accompanied with an earnest money deposit of Rs.20,000/- per application in the form of Demand Draft/Banker's Cheque of Scheduled Bank drawn in favour of **The Regional Provident Fund Commissioner, Ahmedabad**". No Cheques are acceptable.
- Technical bids without Earnest Money Deposit will be rejected. EMD will be forfeited in case the eligible bidder withdraws during the tender section process.
- The Parties enjoying exemption for paying EMD should enclose necessary certificate/documentary evidence for the same in accordance to the recent amendment in GFR. Bid security to remain valid for a period of 45 days beyond the final bid validity period.

3. Eligibility Conditions:-

- Tenderer must submit a copy of Service Tax registration Certificate which should be in the name of the tenderer.
- Bid should be completed, covering the entire scope of the work and should conform to the General and Special conditions indicated in the bid document. Incomplete and non-conforming bids will be out rightly rejected.
- The tenderer should submit separate Technical Bid and Financial Bid in the enclosed formats with tender form respectively. The technical evaluation will be done as per technical bid. Financial bids will be opened only of those bidders who fulfill the eligibility criteria as laid down in the Technical Bid.
- Bidder should have a minimum of three years of experience in the service/maintenance of Split/Window Type Air Conditioners to various organizations.
- A list of organizations where the Contractor is currently providing/has provided AMC of Split/Window AC should be enclosed with the tender, along with copy of work orders/ contracts.
- Service providers should furnish PAN, GST Registration & other statutory requirements, if any as applicable.
- Self attested copy of documentary proof as required above must be furnished along with technical bid Part-1 and in case the required information and documents with the technical bid are not furnished, the tender shall be rejected.

4. The Tender is consisting of two parts :-

PART-I : TECHNICAL BID,

PART-II : FINANCIAL BID

- The tender form for Technical bid prescribed in Part-I and the tender form for the financial bid prescribed in Part-II complete in all respects should be enclosed in two separate sealed covers, and both these sealed covers must be put inside a single sealed bigger cover and submitted to the **Regional Provident Fund Commissioner, Bhavishya Nidhi Bhawan, Nr. R.B.I., Income-Tax Circle, Ashram Road, Ahmedabad-380014** on or before **06/07/2018 up to 12.00 AM**. The inner sealed covers shall be superscribed with "**Technical Bid**" and "**Financial Bid**" respectively and outer sealed cover shall be superscribed with "**TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF AIR CONDITIONERS**".
- The tenderer must be placed in a properly sealed envelope addressed to "**The Regional provident Fund Commissioner, Bhavishya Nidhi Bhawan, Nr. R.B.I., Income-Tax Circle, Ashram Road, Ahmedabad-380014**" and the said bigger envelope shall contain two sealed envelopes containing Technical & Financial bids.
- Bids prepared by the tenderer shall contain all requisite information along with self attested supporting documents as per details in Technical Bid- Part-I.
- The tenderer or their authorized representative (One person only) may be present at the time of opening of the tender. The authorized representative shall be allowed to participate in the process only upon furnishing the proper authorization from the tenderer with proper photo identification.
- Technical bids will be opened at the first instance by a committee of officers of EPFO on **06/07/2018 at 4 PM** in the presence of bidders at **Bhavishya Nidhi Bhawan, Nr. R.B.I., Income-Tax Circle, Ashram Road, Ahmedabad-380014**. Incomplete bid documents will be rejected.
- In selecting technically suitable parties, the decision of EPFO will be final and binding. At the second stage, financial bids of only technically qualified bidders will be opened.
- The financial bids of the participants which are found to meet all the requirements as specified in the Technical bid shall be opened.

- While submitting the tender, any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender are liable to be rejected.
- Any cutting/over writing etc, in the tender must be signed by the person who is signing the tender. Conditional Tenders will not be accepted and are liable to be rejected.
- The Successful bidder has to execute an agreement for the above contract with the EPFO incorporating the prescribed terms and conditions in a non-judicial stamp paper of appropriate denomination before commencing of works.

5. Criteria for Award of Contract :-

- The Tender shall be awarded on completion of all terms and conditions required to be qualified by the bidder as per Technical bid and on the basis of total cost/value of the tender being the lowest i.e.L-1.
- Nothing extra shall be paid on account of any discrepancy in nomenclature of items. The tenderer shall seek clarification if any before submitting the tender.
- The tenderer agrees that the rates submitted shall remain valid for acceptance for a period of 120 days from the date of opening of Technical Bid of tender.
- The AMC Contract will be awarded for a period of one year from the date of awarding the contract. The period of AMC can be extended for another one year based on mutual agreement/contract.
- The tenderers must thoroughly inspect the systems and furnish their quotes in "as is where is" condition without stipulating any preconditions.
- After opening of technical bids, if necessary a technical team may inspect the infrastructure of the firm for verification and further action.
- Complete tender document is available on EPFO website www.epfindia.gov.in. Any further corrigendum/addendum to this tender document shall be made available on aforesaid website. It is therefore, requested that the bidders may regularly visit the website for checking any corrigendum/addendum to the document.
- All the communication with respect to the tender shall be addressed to "The **Regional Provident Fund Commissioner, Bhavishya Nidhi Bhawan, Nr. R.B.I., Income-Tax Circle, Ashram Road, Ahmedabad-380014**"

S.S. Saha
14.6.2018
(S.S. SAHA)

ASSISTANT P F COMMISSIONER (ADM-IV)
REGIONAL OFFICE, AHMEDABAD

GENERAL CONDITIONS OF CONTRACT

- 1) Organization shall mean Employees Provident Fund Commissioner, Bhavishya Nidhi Bhawan, Nr. R.B.I., Income-Tax Circle, Ashram Road, Ahmedabad-380014 and shall include their legal representatives, successors and permitted assigns.
- 2) The bids should be valid in the case of all the tenders for at least 4 months from the date of opening of the tender. In the case of the successful tenderer, rates quoted shall be valid for the entire period of the contract.
- 3) The contractor or his representative should not remove, disturb, and dislocate and existing equipment and its parts from its positions until and unless it is authorized by the Engineer-in Charge.
- 4) The entire installation shall be intact at any time of inspection as was handed over to him at the time of initial taking over of its maintenance and operation. Care shall also be taken not to damage installations by improper handling.
- 5) The Contractor shall inspect and examine the Site and its surrounding and shall satisfy himself before submitting his tender as to the nature of the Site, the quantities and nature of works and material necessary for the providing the services.
- 6) The Contractor shall be deemed to have satisfied himself before tendering as to the Correctness and sufficiency of his tender for the works and of the rates and prices quoted in the Schedule of Quantities, which rates and prices shall except as otherwise provided, cover all his obligations under the contract and all matters and things necessary for the proper completion and maintenance of the works.
- 7) **Taking over of Air Conditioners for AMC**
 - The air conditioners shall be taken over for AMC contract on "as and where installed" basis.
 - The contractor shall ensure that all Air Conditioners are in proper working conditions at the time of taking over.
 - After completion of the contract, contractor has to hand over the system in perfect running condition (complete in all respects as per inventory) to the department.
- 8) **Commencement of Work**

The contractor is required to start the work within 10 days from the date of award/date of communication of acceptance of the tender. In case it is found that the work has not been taken up within ten days from the date of acceptance of the tender or issue of the work order, the EPFO may cancel the work order.
- 9) **Renewal of the contract**

After expiry of the AMC of one year, the agency/contractor may be required to provide AMC services for subsequent year also which can be extended further on satisfactory performance of the previous year of the contract. However, the Organization reserves the right to enter into AMC for another year on the same terms and conditions provided the services rendered by the bidder are satisfactorily.
- 10) The rates of AMC shall be inclusive of all taxes, duties, works contract tax, cartage loading, sales tax turnover tax and any other statutory taxes and service tax complete in all respects, valid for a period of one year from the date of award of contract.
- 11) The tenderer shall take into account basic price, cost of labour, T & P, taxes as applicable, conveyance/cartage etc, before quoting the rates. No extra claim what so ever in this regard shall be entertained. Parties are required to quote there PAN no, TIN No, Service Tax no, ESI Code and PF Code.
- 12) **PAYMENT TERMS AND CONDITIONS:**
 - The payment to the agency will be made on quarterly basis at the end of each quarter against invoice with PAN number raised by the agency and based on past performance. TDS, Service Tax, WCT and any other tax as applicable as per prevailing rates will be deducted before making the payment. Quarter shall mean three months.
 - The maintenance charges quoted by the agency per item are on yearly basis inclusive of all taxes and levies applicable. No escalation of prices shall be permitted on any ground. The AMC premium will be released quarterly at the end of each quarter on production of bill.

13) Labour:

- The Contractor shall employ its labour in sufficient numbers to maintain the required rate of progress and of quality to ensure workmanship of the degree specified in the Contract and to the satisfaction of the EPFO. The Contractor shall not employ in connection with the Works any person who has not completed eighteen years of age.
- All the workers or employees deployed by the contractors shall be considered the employees of contractor and EPFO shall not have any liability what so ever in nature in regard to such workers/employees.
- The Contractor shall pay to labour employed by him directly wages not less than fair wages as per minimum wages Act. Fair Wages means wages, which shall include wages for weekly day of rest and other allowances whether for time or piece work, after taking into consideration prevailing market rates for similar employment in the neighborhood but shall not be less than the minimum rates of wages fixed under the payment of Minimum Wages Act.
- The contractor shall in respect of labour employed by him or his sub-contractor comply with or cause to be complied with the contractor labour Regulation in regards to all matters provided therein.
- The Contractor shall comply with the provisions of the payment of wages Act, 1936, Minimum Wages Act, 1948, Employers' Liability Act, 1938, Workmen's compensation Act, 1923, Industrial Disputes Act, 1947, Maternity Benefit Act, 1970 or any modification thereof or any other law relating thereto and rules made there under from time to time.
- The worker engaged by the contract should ensure to use a Safety Harness to securely perform numerous maintenance tasks when they are working from or climbing a great height.
- The EPFO shall not indemnify against:
 - i) Any claim arising out of third party loss/damage to life or property caused by/during execution of the work.
 - ii) Any claim arising out of loss/damage to the workmen engaged by the contractor during execution of the work.
 - iii) Any claim due to non-compliance of applicable PF/Labour laws, ESI regulations etc.
 - iv) The contractor shall be responsible for indemnifying for the above.

14) Income tax/WCT/VAT Income tax/GST: Income tax/WCT/VAT income tax including surcharge if any, at the prevailing rate shall be deducted from the contractor's bill as per the provision of Income Tax Act. The contractor shall ascertain from the concerned commercial tax department regarding the applicability of works contract Tax /VAT/ TIN. Necessary deductions will be made from the contractor's bill as applicable. Any other Tax as applicable as per prevailing rates will be applicable.

15) REVIEW OF CONTRACT: The performance of the firm shall be reviewed in every quarter and if the performance is not found satisfactorily, the contract will be terminated by giving of 15 days notice.

16) Tool and plants: The required tools and plants for carrying out the work shall have to be arranged by the Contractor at his cost and no tools will be arranged by EPFO. The Contractor shall keep all required tools at site.

17) The decision of the RPFC of EPFO in all matters of the Contract shall be final and binding on both the parties. Signature of the Tenderer with seal of the Firm/ company.

Signature of the Tenderer with seal of the Firm/ company

SCOPE OF WORK

- 1) AMC of Split/Window Type Air Conditioner units shall include supply of all material spares, replacement /repairs of compressor apart from the warranty compressor applicable AC units, gas charging, air filter, electrical parts, servicing, overhauling, greasing, starting relay, overload protector, wiring repairs, motor rewinding with bush and shaft, tapes including handling charges, blower motor/outdoor fan motor, digital scanner, piping, insulation and spares of outdoor/indoor units replacement etc., complete in all respects, for ensuing the desired levels of cooling.
- 2) If required by this office, AMC agency shall also provide full time mechanic & assistant during summer season for a specific period (one or two months).
- 3) This Annual Maintenance Contract shall be a Comprehensive contract for different types of air conditioners and for difference types of maintenance.
- 4) The air conditioners that are not serviceable by the agency/beyond economical repair due to obsolescence of technology or non-availability of parts/Components/assemblies will be withdrawn from the maintenance contract. Withdrawal of such air conditioners shall be communicated to the agency and equivalent maintenance charges shall be deducted from the amount due to the agency. Preventive maintenance service would be carried out by the service provider regularly to keep the equipment running in the trouble-free condition during the period of contract as also wash the filter of all the ACs every month.
- 5) A record of preventive maintenance carried out would be maintained by the agency and certified by the authorized officer. The contractor will maintain history sheet of equipments under maintenance contract with detailed specification.
- 6) All the faults will be attended at site of EPFO. In case of a major fault, if the machine is required to be taken to the company workshop, the company shall provide a replacement unit till the time the AC sent for repairs is positioned back.
- 7) Details of all minor/major, routine/preventive repair/maintenance job undertaken shall be entered into the history sheet.
- 8) Besides periodic servicing of the ACs, contract shall include attending the breakdown calls, providing and fixing of any components of the machine (free of cost) viz. starting capacitor, running capacitor, thermostat, over load relay, selector switch, indicator, nuts, bolts, screws, motor leaking, part wiring or complete wiring of AC (Internally), supplying and charging of refrigerant gas, providing and replacement of compressor with new other manufacturer repaired compressor (no cut weld/locally repaired compressor will be accepted as replacement) apart from the warranty compressor applicable Air conditioner units, repairing of the insulation/pipes of split ACs, etc. to ensure that ACs function in proper way.

Time schedule and periodicity of work

Work to be carried out monthly:

Cleaning of filters of all the air conditioners to conserve the energy and checking of current drawn by each AC to know the healthy condition of the ACs.

Note : Repairing, etc. is to be done immediately if on inspection

Work to be carried out on Quarterly:-

Quarterly Preventive Maintenance shall include the following: Checking motor bushings. Ground connections. Checking connections at the main plug. Cleaning of blower and condenser fan. Cleaning the evaporator and condenser coils. Cleaning the equipment. Checking and tightening of nuts & bolts. Oiling the motor. Checking cooling efficiency. Overhauling of the A/c with chemical washing process. However, the air filter of the Air-conditioning Units shall be cleaned every month of the quarter.

Break-down service (BDS):-

Breakdown calls shall be attended to immediately and a record of such service, duly acknowledged by the person in charge of the location of the air-conditioner, shall be maintained. Breakdown service will include replacement of genuine spares & Compressor and Gas filling at the cost of the service provider.

ANNUAL MAINTENANCE SERVICE (ONCE A YEAR)

The scope of work shall include all checks and tests as detailed under routine maintenance services. In addition annual maintenance services shall also include.

- a) Cleaning the condenser and evaporator coils with suitable detergent/chemical solution and flushing with high -pressure jet of water.
- b) Greasing of blower motors and all moving parts,
- c) Prevention of rusting of units
- d) The ACs installed are of Hitachi, Voltas, Blue Star and other brand. In off season there is during the lean period of winter the contractor shall attend all the Air conditioner units for major attentions and keep the equipment ready for use for the next summer.

Exclusion of contract :-

The following shall not be a part of this contract: Electronic remote control, Voltage Stabilizer, all plastic components, element, Front Grill, Bottom Tray, Cabinet cover and sheet metal parts and Shifting charges of Split type AC units. If refixing/dismantling of AC units required by this office, AMC agency shall also attend the said work and payment of shifting charges will be paid separately.

9) The penalty amount per complaint will be as follows:-

- I) Fault not rectified within 24 hours @ Rs 200/- per day.
- II) Major faults not rectified within 48 hours @ Rs 500/- per day.
- III) If OEM or above specification component is not used as maintenance spare, the cost of the equipment will be paid by the vendor if the equipment becomes unserviceable.
- IV) Any delay beyond 10 days in rectifying the major fault, the penalty will be enhanced to Rs 1000/- per day.
- V) Beyond 15 days if the equipment gets repaired in the open market, the actual cost of the same shall be recovered from the contractor, In extreme cases, the action of forfeiture of security money/pending bill/blacklisting of the firm can be resorted to at the discretion of the competent authority.
- VI) Any damage to the building or the any part of the equipment which might result during the operations shall be repaired by the contractor.
- VII) In case any employee found absent from his duty following recovery shall be made from the contractor's bill a) Mechanic @ 300/- per day b) Assistant/Helper @ Rs 200/- per day Mechanic should have his mobile phone at the time of Duty at EPFO.
- VIII) Any damage resulting to the system on account of the negligence or mal-operation shall be made good by the contractor. Nothing extra will be paid for such work.

- IX) The contractor shall arrange to render efficient service as outlined in this specification. However, in case the contractor fails to maintain the service to the satisfaction of the Officer-in-Charge of the department and any expenditure incurred therein for alternative arrangements by the Officer-in -Charge shall be recovered from the contractor.
- 10)** The contractor or his representative should not remove, disturb, and dislocate the existing equipment and its parts from its positions until and unless it is authorized by the Officer-in Charge. The entire installation should be intact at any time of inspection as well as handed over to him at the time of initial taking over of its maintenance and operation. Care shall also be taken not to damage installation by improper handling.
- 11)** The material requires replacement shall be of same quality/manufacturer and specifications. The dismantled material shall be the property of contractor.
- 12)** All break-down calls shall be attended to immediately and on the same day. Breakdown calls that could not be attended to on the same day for exceptional reasons shall be attended to on the next day without fail.
- 13)** Transportation of Air conditioner units from the office buildings to the service provider's workshop, from one building to another and from the service provider's workshop to the office buildings, will be at the cost of the service provider.
- 14)** The Service provider is responsible for the payment of Minimum Wages (under Central Act) to the personnel deployed by it. The service provider is also responsible for compliance of the provisions of all the statutes applicable in its case.
- 15)** Cancellation of contract in cases of poor workmanship and non-compliance of tender/agreement or services provided by the contractor are not found to be satisfactory, the contract shall be terminated by the department by giving 10 days' notice even before the expiry of contract period and shall be forfeited the security deposit without assigning any reason what so ever.

Signature of the Tenderer with seal of the firm/company

TECHNICAL BID

PART-I

1.	Name of the Tenderer (in block letters)	
2.	Status of the agency whether Company/Partnership/Proprietorship (Please attach copy of relevant documents)	
3.	Tenderer's Registered Office Address	
4.	Tenderer's address for correspondence	
5.	Details of turnover of the firm/company	
6.	PAN No. (Copy of PAN Card to be enclosed)	
7.	Details of experience and copies of work order (s) issued by Tenderer's clients.	
8.	Terms and conditions of the tender duly accepted.	
9.	Details of EMD	

I/We the undersigned being the Tenderer as mentioned above, hereby apply to the EPFO for maintenance of Air Conditioners installed at EPFO, Regional office- Ahmedabad Bhavishya Nidhi Bhawan, Nr. R.B.I., Income-Tax Circle, Ashram Road, Ahmedabad-380014 as described above in accordance with the terms and conditions of the tender. I/We have read and understood the terms and conditions of the tender and hereby unequivocally accept the same.

Signature of the Tenderer with Seal of the Firm/company

Place:

Date:

Note: Strikeout items whichever is not applicable

FINANCIAL BID

PART-II

Comprehensive AMC for Split/Window Type Air Conditioners:-

Sr. No.	Details of Air Conditioner Units	Unit	Cost of AMC on yearly basis inclusive of all taxes (in rupees)
1.	1.5 Ton Split Type AC	109	
2.	2.0 Ton Split Type AC	07	
3.	1.5 Ton Window Type AC	05	
4.	2.0 Ton Window Type AC	04	
GRAND TOTAL		125	
Rupees (in word)			

Note:-

- I. The tenderer shall quote the cost of AMC per unit on yearly basis inclusive of all taxes in Annexure separately.
- II. The L-1 of financial bid will be taken into consideration based on the grand total cost of AMC quoted in the tender.

Signature of the Tenderer with Seal of the Firm/company

Place:

Date:

Annexure (To be enclosed in Financial Bid)

Sr. No.	Details of Air Conditioner Units	Cost of AMC per unit on yearly basis inclusive of all taxes (in rupees)
1.	1.5 Ton Split Type AC	
2.	2.0 Ton Split Type AC	
3.	1.5 Ton Window Type AC	
4.	2.0 Ton Window Type AC	
	GRAND TOTAL	

Signature of the Tenderer with Seal of the Firm/company

Place:

Date: