

F.No.Admn-D-24012/04/2019-ADMIN
GOVERNMENT OF INDIA
MINISTRY OF COAL

Shastri Bhawan, New Delhi.
Dated the November, 2019

NOTICE INVITING TENDER

27th

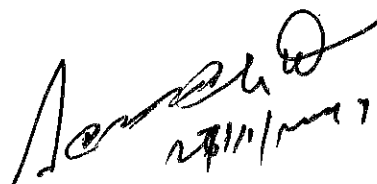
Subject: Award of Annual Contract for Maintenance/ repairing, of various Electrical items, fittings & appliances, etc., belonging to Ministry of Coal.

SEALED quotations are invited from reputed/registered firms for award of Annual Maintenance Contract (AMC) for the maintenance/repairing of electrical items, fittings & appliances installed in the Ministry of Coal at Shastri Bhawan & Lok Nayak Bhawan, New Delhi as per the details mentioned at **Annexure - I** on the terms and conditions stipulated in the following paragraphs. Only reputed firms having adequate experience of at least 05 years in the field, in the Government Ministries/Departments/Semi-Government Organizations, including Public Sector Undertaking are requested to submit their rates in the attached proforma duly completed and signed. The prospective firms are also required to furnish a copy of the PAN, Service Tax Registration and "Experience Certificate" from their respective organizations, while submitting their quotations.

2. The sealed cover containing the quotations and superscribed "**Quotations for the maintenance/repairing of various electrical items, fittings & appliances, etc., belonging to Ministry of Coal**" may be dropped in the Tender Box mounted on the wall at Garage No.21, Shastri Bhawan, New Delhi. The quotations should reach this Ministry by **1.00 P.M. on or before 26.12.2019 positively**. The quotations received after due date and time will not be entertained at all. **The tender will be opened on 27.12.2019 at 3.00 P.M.**

3. The Quotations should be accompanied by an Earnest Money of **Rs. 20,000/- (Rs. Twenty thousand only)** in the form of Demand Draft in favour of "Pay & Accounts Officer, Ministry of Coal, New Delhi", without which the quotations will not be considered. The Earnest Money will be returned after the contract is finalized.

4. The quotations will be opened on the same day **at 3.00 PM at Room No. 104, 'C' Wing, Ministry of Coal, Shastri Bhawan, New Delhi-110 001**. The tenderers, if they so desire, may depute their representatives to be present at the time of opening of tenders.


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5. The **Terms & Conditions** of the contract will be as follows:-

(i) **Period:** One year. The successful firm will be required to start working immediately after award of the contract. The Ministry shall, however, has the right to terminate the contract at any time without assigning any reason thereof. The period of contract can be extended for a fixed period between 1 to 3 years on the same rate and terms & conditions under Rule 150 of GFR, 2017, if the firm so desires.

(ii) The firm shall have to attend all complaints on receipt of information from the users directly with the prior approval of Administration Section. The services should be provided on regular basis during office hours and in case of emergency beyond office hours or on holidays etc.

(iii) The firm will be required to undertake maintenance/repairs of Electrical equipments belonging to the Ministry of Coal at Shastri Bhawan & at Lok Nayak Bhawan, New Delhi or any other location as to be decided by the competent authority.

(iv) For payment purposes, the bills should be submitted month-wise and requisitions-wise enclosing therewith work completion report/user certificates.

(v) No increase in rate shall be considered at all during the full period of AMC. No other charges like transportation, fare etc. for providing the services will be payable by the Ministry.

(vi) Conditional tender will not be entertained. Similarly, quotations received after stipulated date and time will also not be considered under any circumstances.

(vii) The firms are also required to prove their competence for undertaking the jobs of providing required services and shall, therefor, furnish their standing and goodwill through attested certificates/documentary proof from at least five [05] Ministries/Departments. The firm shall also indicate their Registration number, Income -Tax number and PAN number.

(viii) The successful tenderer will be required to furnish the **Security Deposit of Rs.20,000/- (Rs. Twenty thousand only)** within ten days from the date of awarding the contract. The security deposit shall be in the form of Fixed Deposit with any of the scheduled Banks & pledged in favour of the undersigned, Ministry of Coal, New Delhi.

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The security deposit will be refunded only after the termination of the contract, subject to the satisfactory service/performance during the period of the contract. The security deposit will be forfeited if, during the period of the contract, the services of the contracted agency are found to be unsatisfactory.

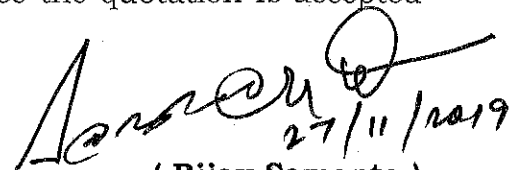
(ix) This Ministry can terminate the contract at any time without assigning any reason, if the work of the contractor is found to be unsatisfactory. In this respect the decision of the Ministry will be final and binding on the contractor. The Ministry reserves the right to reject any quotation in whole or in part thereof without assigning any reason therefor.

(x) The firms must indicate their GST Registration No., GSTIN No. (GST Identification Number), address of the registered office, phone numbers, details of contact person etc.

(xi) The rates may be quoted as per Annexure-I, Taxes (GST) if any, may be specifically and separately indicated in the quotation.

(xii) The quoted rates will remain in force for the entire period of the contract. No demand for upward revision of rates on any account shall be entertained during the contract period. However, there will also be a **fall clause requirement in force and a certificate to the effect that the firm is not charging less amount for the same purpose from any other Ministry/Department/Organization, is required to be submitted on quarterly basis.** In case it is found that the rates charged from this Ministry are higher than others during any other period of the contract, the payment will be made on the basis of the less amount charged from other Ministry/Department/Organizations for the same purpose.

6. All the tenderers are required to read and understand the terms and conditions of the contract as elaborated in the foregoing paragraphs before sending their quotations, considering that no change or violation of the aforesaid terms & conditions are permissible once the quotation is accepted by this Ministry.



(Bijoy Samanta)

Under Secretary to the Govt. of India

Tele:011- 23385724

Copy to:

- i. CPP portal.
- ii. NIC for placing on the website of this Ministry.

Annexure - I

| S.No. | Job detail Rates | Rates | |
|-------------|---|--------------|-----------------------|
| 1(i) | LED Bulbs | | |
| a. | 0.5W Red | | |
| b. | 0.5W Green | | |
| c. | 3W | | |
| d. | 5 W | | |
| e. | 9 W | | |
| f. | 11 W | | |
| (ii) | CFL Bulbs | | |
| a. | 5W | | |
| b. | 7W | | |
| c. | 9W | | |
| d. | 14W | | |
| e. | 18W | | |
| f. | 23W | | |
| g. | 27W | | |
| h. | 30W | | |
| i. | 50W | | |
| 2 | Replacement of tube light-28W/36W | Rates | Labour Charges |
| 3 | Tube-light (2 feet) | | |
| a. | Choke | | |
| b. | Starter | | |
| c. | Repair of tube light | | |
| 4 | Single tube light set with fitting | | |
| 5 | Double tube light set with fitting | | |
| 6 | Side holder for tube light | | |
| a. | Modular Holder | | |
| b. | Brass holder | | |
| c. | Repair of fancy light | | |
| 7 | Supply of Modular Board | | |
| (i) | 2 switch and 2 socket (5 AMP) | | |
| (ii) | 2 switch and 2 socket (15 AMP) | | |
| (iii) | 3 switch and 3 socket (5 AMP) | | |
| (iv) | 3 switch and 3 socket (15 AMP) | | |
| (v) | Repair of Extension Board | | |
| 8 | Electrical bell | | |
| (i) | New Bell | | |
| (ii) | Repair | | |
| (iii) | Bell switch | | |
| (iv) | Remote bell | | |
| 9 | Fixing of loose wire in PVC baton per meter | | |
| (i) | 1/2 inch | | |
| (ii) | 1 inch | | |

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| (iii) | 1 1/2 inch | | |
| (iv) | Fitting of PVC baton @ per meter | | |
| 10 | Repair of table lamp | | |
| 11 | Change of MCB | | |
| (i) | 5AMP | | |
| (ii) | 12 AMP | | |
| (iii) | 25 AMP | | |
| (iv) | 32 AMP | | |
| (v) | Repair of MCB Box | | |
| 12 | Minor repair | | |
| i) | Wall fans | | |
| ii) | Pedestal fans | | |
| iii) | Ceiling fan | | |
| 13 | Major repairs/overhauling of fan Motors | | |
| 14 | Winding of motor | | |
| (a) | Fan | | |
| (b) | Cooler Exhaust fan | | |
| (c) | Cooler pump | | |
| 15 | Servicing/maintenance charge | | |
| i) | Pedestal fan | | |
| ii) | Table fan | | |
| iii) | Exhaust fan | | |
| iv) | Wall fan | | |
| 16 | Electric Motor: Replacement of | | |
| i) | bearing | | |
| ii) | bush | | |
| 17 | Replacement of three pin plug (Power) (15 AMP) | | |
| 18 | Replacement of three pin plug (Light) 5 AMP | | |
| 19 | Replacement of three point Socket(Power) 15 AMP | | |
| 20 | Replacement of three point Socket(light)5 AMP | | |
| 21 | Replacement of Switch: | | |
| a. | 5 AMP | | |
| b. | 15 AMP | | |
| 22 | Replacement of Multi Plug | | |
| a. | 05 AMP | | |
| b. | 15 AMP | | |
| 23 | Replacement of three core flexible rubber wire (70 X 776) Per Mtr. [ISI mark] | | |
| 24 | Replacement of three core flexible rubber wire (40 X 76) Per Mtr. [ISI mark] | | |
| 25 | Replacement of three core flexible rubber wire (23 X 76) Per Mtr. [ISI mark] | | |

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| 26 | Replacement of two core Electric rubber wire (23X76) Per Mtr. | | |
| 27 | Modular extension board | | |
| 28 | Repair of emergency light | | |
| (i) | Relay Switch for emergency light | | |
| (ii) | Replacement of new battery | | |
| (iii) | 6 Volt. Dry | | |
| (iv) | 9 Volt. Dry | | |
| (v) | 12 Volt. Dry | | |
| 29 | Replacement of tube light of emergency light | | |
| 30 | Table lamp with halogen tube | | |
| 31 | Halogen light | | |
| 32 | Decorative tube light set | | |
| 33 | Switch Anchor Roma | | |
| 34 | Socket Anchor Roma | | |
| 35 | Regulator | | |
| i. | Electronic | | |
| 36 | MCB Box (complete Set) 32 AMP | | |
| i. | Havells | | |
| ii. | Indo Kopp | | |
| 38 | Servicing + maintenance of Sun flow /Heater per unit | | |
| 39 | Change of parts of Sun flow/blower heater | | |
| i. | Element for sun flow | | |
| ii. | Thermostat for Sun Flow | | |
| iii. | Rewinding of Motor for Sun Flow | | |
| 40 | New meeting indicator light set | | |
| 41 | Repair of indicator light | | |
| 42 | Electric fuse set Fuse indicator light | | |
| 43 | Repair of hot case | | |
| i. | Element for hot case | | |
| ii. | Thermostat for hot case | | |

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|-----|---------------------------------------|--|--|
| 44. | Replace of Oil of Hydrolic Oil Heater | | |
| 45 | Providing of Hot case | | |
| | a) Big size | | |
| | b) Small size | | |
| 46. | Fan Condenser | | |

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27/11/2017

Name of Firm :-

Registered/Postal Address :-

Telephone No.:-

Particulars of EMD :-

- i. **DD No.**
- ii. **Date**
- iii. **Amount**
- iv. **Bank (drawn on)**

Signature with Seal