



भा. कृ. अनु. प. –केन्द्रीय शुष्क क्षेत्र अनुसंधान संस्थान  
ICAR - Central Arid Zone Research Institute  
जोधपुर / Jodhpur (राजस्थान / Rajasthan) 342 003



Website: [www.cazri.res.in](http://www.cazri.res.in), Email: [director.cazri@icar.gov.in](mailto:director.cazri@icar.gov.in)

Phone No. 0291 – 2786584(Dir.)/2786485(CAO)/2785981(AO) FAX: 0291 – 2788706(Dir.)/2786498(PME)

F. No. 7(2) AMC for AC/2020-21/Adm.V

Dated: 20.08.2020

**INVITATION TO ONLINE TENDER FOR ANNUAL RATE CONTRACT FOR MAINTENANCE/REPAIR OF AIR CONDITIONERS for 2020-21 AT ICAR-CAZRI, JODHPUR**

- |    |                                                          |   |                                   |
|----|----------------------------------------------------------|---|-----------------------------------|
| 1  | <b>Date of start of downloading the tender document</b>  | : | <b>20.08.2020 from 04.00 p.m.</b> |
| 2. | <b>Last date and time for downloading of tender form</b> | : | <b>07.09.2020 upto 4.00 p.m.</b>  |
| 3. | <b>Last date and time for submission</b>                 | : | <b>08.09.2020 at 11.00 a.m.</b>   |
| 4. | <b>Date and time for opening the technical bids</b>      | : | <b>09.09.2020 at 11.00 a.m.</b>   |

Note: The tender form and other details are available on CAZRI's website [www.cazri.res.in](http://www.cazri.res.in) & CPPP. The interested Agency/Contractor/firm of repute may download the tender document from above websites and upload the same after completing in all respect in the e-procure.gov.in portal as per guidelines mentioned in the portal by or before the due date & time.

From:-

Assistant Administrative Officer,  
Adm-V, CAZRI,  
Jodhpur 342 003

To

M/s \_\_\_\_\_

**Sub:- E-tender for Annual Rate Contract for maintenance/repair of Air Conditioners for 2020-21 at ICAR-CAZRI, Jodhpur -regd.**

Sir,

On behalf of the Director, ICAR-CAZRI, Jodhpur E-tender(s) are invited from interested Agency/Contractor/firm of repute for **maintenance/repair of Air Conditioners for 2020-21 at ICAR-CAZRI, Jodhpur under Annual Rate Contract (ARC)**. Other details and Terms & Conditions are enclosed herewith as Annexure-I & II.

- The bid along with the necessary documents is to be uploaded in the e-procure.gov.in portal as per guidelines mentioned in the portal by or before **Due Date i.e. 08.09.2020 up to 11.00 A.M.**
- The bid is to be opened on **Due Date i.e. 09.09.2020 at 11.00 A.M.** at ICAR-CAZRI, Jodhpur by the Committee members in presence of the representative of Contractors/Agency/firm those submitted/uploaded their bids.
- Aspiring Bidders:** who have not enrolled/registered in e-procurement should enrol/ register before participating in the tender through the website <https://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost.

Yours faithfully,

ASSISTANT ADMINISTRATIVE OFFICER

**Enclosed:** Annexure- I i.e. Technical Bid (Part I to VIII) & Annexure-II i.e. Financial Bid.

TECHNICAL BID

**PART-I**

**Detail of the Agency/firm/contractor**

1. Name the Proprietor of Contractor/ Firm/ Agency : .....
2. Name & address of Firm/Agency/Contractor: M/S.....  
.....  
.....  
.....
3. (a) Telephone No. : Off. .... Res. .... Mobile No.....  
(b) E-mail ID : .....
4. Particulars of firm/agency/company: .....  
(Partnership Deed/ Constitution in case of Society) .....
5. Authorized dealership / certificate No.: .....
6. Income Tax P.A.N. Number : .....
7. GST/Service Tax N. (if applicable) : .....
8. Bank's name &address: .....  
IFSC Code: ..... Account No. ....  
(For right information attaché a photo-copy of cancelled cheque)
9. Cost of Tender Documents: Rs. 500/- C.R/DD. No. ....Date .....
- (If DD/BC than in favour of **ICAR Unit-CAZRI, Jodhpur.**)
10. Earnest Money Deposit: Rs. 8000.00 (**In favour of ICAR Unit-CAZRI, Jodhpur**)  
DD / BC No. .... Date..... Name of Bank .....
11. Visit us at our website: [www.cazri.res.in](http://www.cazri.res.in) or [CPPP](http://CPPP)

Signature of Proprietor/ representative of the firm with seal

## TECHNICAL BID

### PART-II

#### **INSTRUCTION FOR ONLINE BIDS SUBMISSION :**

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, Using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registration on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

#### **REGISTRATION :**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link 'Click here to Enroll'. Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate Authority recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their User ID/ password and the password of the DSC/e-Token.

#### **SEARCHING FOR TENDER DOCUMENTS :**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender Schedules. These tenders can be moved to the respective My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

#### **PREPARATION OF BIDS :**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents- Page 6 of 10 including the name and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/XLS/RAR/DWF forms. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card Copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use 'MySpace' area available to them to upload such documents. These documents may be directly submitted from the 'My Space' area while submitting a bid, and need not be uploaded again. This will lead to a reduction in the time required for bid submission process.

#### **SUBMISSION OF BIDS :**

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidders has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as 'offline' to pay the tender fee/EMD as applicable and enter details of the instrument.

- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be sent by post/ given in person to the Store Purchase Section, ICAR – CAZRI, Jodhpur (Rajasthan) latest by the last date & time of bid submission. Failure to deposit the earnest money in office up to due date and time through offline mode will lead to rejection of bid. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) A standard pdf format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download to pdf file, complete Cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidders should submit it online, If the pdf file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers. Page 7 of 10
- 9) Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

**ASSISTANCE TO BIDDERS :**

- 1) Any queries relating to the tender document and terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 18030702232.

Signature of Proprietor/ representative of the firm with seal

## TECHNICAL BID

**(PART-III)****General Terms and Conditions of the notice inviting tender of Annual Rate Contract for maintenance/repair of Air Conditioners for 2020-21 at ICAR-CAZRI, Jodhpur.**

1. On behalf of the Director, ICAR-Central Arid Zone Research Institute, Jodhpur online tenders are invited for Annual Rate Contract for maintenance/repair of Air Conditioners for 2020-21 at ICAR - Central Arid Zone Research Institute, Jodhpur-342 003 from time to time as per the terms and conditions set forth in the following paragraphs. The ARC of agency/contract would be required initially for a period of one year. The contract can be extended further subject to satisfactory compliance of terms and conditions of the contract.
2. Tender form and terms & conditions can be downloaded free of cost from the website <http://eprocure.gov.in> and [www.cazri.res.in](http://www.cazri.res.in) upto 16.00 hours of 07.09.2020. On-line bids complete in all respects should be submitted through CPP Portal <http://eprocure.gov.in/eprocure/app> only by or before the last date and time i.e. 08.09.2020 upto 11.00 a.m.
3. Tenderers/bidders are requested to visit the website <http://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
4. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Director, ICAR - CAZRI reserves the right to accept or reject any or all the tenders.
5. The interested Firms {**except those who are registered with the Central Purchase Organization & National Small Industries Corporation (valid proof should be mandatory enclosed)**} are required to deposit (in original) an Earnest Money Deposit (EMD) of Rs. 8000/- (Rupees eight thousand only) and Tender fee Rs. 500/- (Rupees five hundred only) in the form of Demand Draft from any of the Commercial Bank in India, in favour of “**ICAR Unit – CAZRI, Jodhpur**”. The bidder must have current Income Tax/ Service Tax and statutory registration(s).
6. The aforesaid DDs/Banker Cheques towards cost for Tender Document / Tender fee and EMD should be submitted off-line to the tender inviting authority i.e. ICAR - CAZRI, Jodhpur by or before 11.00 a.m. on 08.09.2020 and the scanned copy to be uploaded online by or before 11.00 a.m. on 09.09.2020. The DD towards the cost of Tender Document and that towards the Earnest Money Deposit should bear the date after of date of tender/bid.
7. In no case Tender fee and Earnest Money will be accepted after opening of tender.
8. **Submission of Tenders** : The bid along with the necessary documents should be uploaded in the [eprocure.gov.in](http://eprocure.gov.in) portal as per guidelines mentioned in the portal. Tender have to be submitted only online at <http://eprocure.gov.in/eprocure/app> in two bid systems i.e. (i) technical bid and (ii) financial bid in the prescribed proforma. All the documents in support of eligibility criteria etc. are also to be scanned and uploaded along with the tender documents. Tender sent by any other mode will not be accepted. The list of documents to be submitted along with technical bid is detailed in part VI of the technical bid.
9. Decision of the desire so of Director, ICAR - CAZRI, Jodhpur shall be final for aspect of the contract and binding on all parties. Dispute arising, if any, on the contract will be settled at his/her level by mutual consultation.

10. **Eligibility:** The contractor should be well qualified and experienced in the work and should preferably be a registered A/C technician/firm relating to maintenance/Repair of A/C or similar work otherwise tender is liable to be rejected.
11. **Security Money:** The Contractual Agency shall provide Security in the form of DD/Bank Guarantee/FDR in favour of **ICAR Unit, CAZRI** payable at Jodhpur-342 003 for contract period as would be specified in the work order to be awarded to the successful bidder for a lump sum amount of Rs. 25000/- (Rupees twenty five thousand only) and execute an agreement before starting the contract. The Security money will be released only after the termination/expiry of the contract. The Security money deposit should be valid up-to 2 months beyond the date of expiry of the contract.
12. No interest on Security deposit and earnest Money deposit shall be paid by the ICAR - CAZRI to the bidder.
13. **Documents:** The documents as mention in PART-VI (Check List) of Technical Bid should be submitted with tender along with the forwarding letter on letter-head of the contractor/firm; otherwise tender will not be entertained, which may be noted.
14. **Other documents:** A.R.C. for maintenance/repairs of Air Conditioners the following documents/certificate will be submitted by the contractor/firm, if applicable.
  - a. Copy of Registration Certificate of ESI,
  - b. Copy of Registration Certificate of EPF
  - c. Copy of Service Tax Registration as issued by CED department.
15. **Terms of the tender:** Initially the terms of the contract will be for one year. On the expiry of the contract or on its termination, the Institute reserves the right to renew the contract on monthly/yearly basis on the terms and conditions that may then be mutually agreed upon. However, initially contract will award only one year and it will be extended for further period on service provided satisfactorily by the agency.
16. **Mode of payment:** The agency shall submit two times bills (i.e. Ist bill after Ist services and IInd bill after completion of work) for the job performed during the preceding month. The proof of contribution for ESI, EPF and Service Tax should be provided to the office if applicable. The Institute shall made payment by means of crossed cheque drawn in favour of the agency/contractor. **The agency must be submitted an authorized letter of Banker for E-Payment system to this office.**
17. The schedule of preventive maintenance would be monthly in working day from 10.00 AM to 5.00 PM to this Office.
18. Successful bidder will have to enter into a detailed contract agreement with ICAR - CAZRI on non-judicial stamp paper of 0.25% on contract value (i.e. total contract price) for this contract.
19. The Director, ICAR - CAZRI, Jodhpur reserve the right to reject any or all quotations in whole or in part without assigning any reasons thereof. The decision of the Director, ICAR - CAZRI shall be final and binding on the contractor /agency in respect of clauses covered on the contract.
20. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
21. The contractor may clearly note that the whole responsibility of any casualty/death of any of the contractor's men/mechanic arising out of the electrical accident/electrocution would rest with the contractor himself and in no case this Institute would be responsible to pay any amount compensation on this behalf. He will discharge all the liabilities with respect to the provision of minimum wages act with the contractual workers employed by him for the aforementioned work.
22. The contractor may also unambiguously note that all the welfare measures, first aid facilities, bonus, leave salary, weekly paid holiday and liveries etc. To the concerned technicians/

electricians supervisors would be the responsibility of the contractor and this Institute would not be responsible for any of the above stated items what so-ever.

23. The contractor will see that the concerned mechanic maintained requisite co-ordination with the concerned In-Charge, of Maintenance Unit or any other nominated person of the Institute for smooth working.
24. As per the Government's norms T.D.S. (income tax) and surcharge thereon as applicable will be deducted from the monthly bill of the contractor/firm, which may be noted.
- 25. As per the Government's norms the contractor has to submit/provide every month, a proof of payment of statutory obligation such as E.P.F., E.S.I., Service Tax/GST challans and others of manpower if applicable for this job contract, which may be noted.**
26. The contractor will be required to submit the pre-receipted bills in triplicate after making the payment to their personnel provided to ICAR-CAZRI, for this job contract performed during the preceding month on the seventh working day and ICAR-CAZRI, Jodhpur will make the payment by means of crossed cheque drawn in favour of the contractor.
27. It must be clearly noted that the proposed contractor is purely a work contractor and not the labour contract what so ever.
28. The competent authority of the ICAR-CAZRI, Jodhpur reserves the rights of accepting/rejecting/partially accepting any or all the tenders without assigning any reasons thereof.
29. In case of any dispute the decision of the Director, ICAR-CAZRI, Jodhpur will be final.
30. The contractor will has to arrange for all the concerned apparatus/tools/kits for repairs/rectification of Air Conditioners at the Institute.
31. The workers/personnel engaged by the contractor for this job contract will not be an employee of the ICAR-CAZRI and they will be no employer – employee relationship between the ICAR-CAZRI and the personnel so engaged by the contractor and workers should not be changed very frequently.
32. The conditional tender will not be entertained.
33. Every page so attached with this tender bears signature and the official seal.
34. In case rates of one or more bidder are found similar, the criteria of finalizing the successful bidder will be as under.
  - i) Experience in the field.
  - ii) Annual turnover of the firm/agency /contractor.
  - iii) Profile of the employees deployed by the firm/agency/contractor.

ASSISTANT ADMINISTRATIVE OFFICER (V)

**Signature with Seal of authorized signatory of firm**

## TECHNICAL BID

**(PART-IV)****The Annual Rate Contract for Maintenance/Repair of Air Conditioners will cover all parts & points under the contract**

1. The Annual Rate Contract for Maintenance/Repair of Air Conditioners for all parts including Thermostat, Relay, OLP, Fan Motors, Timers, PCB, Temperature sensor, Evaporators, Condensers, Refrigerant charging, Driers, Capillary, Control box, Electrical switches, Transformers (internal), Diodes, Capacitors, Wire harness, Remote PCB, Electronics Remote Control, installation at piping (Split AC), out door fan motor blade and indoor fan motor blower.
2. All laid down parameters like temperature, noise, vibration level and current drawn will be checked during ARC for M/R of AC.
3. All defective components shall be replaced with compatible /same brand parts/component at contractor's indoor fan motor, out door fan motor, cassette split AC contractor split AC PCB, split AC dismantle and installation charges etc. cost except compressor, blower fan motor. The cost of replacement of compressor and blower fan motor shall be paid by the CAZRI. The defective part shall be CAZRI's property.
4. Leakage/Refrigerant of entire system will be carried out as and when necessary.
5. Attend to any number of breakdown calls free of charge.
6. In all working circumstances including some variation in voltage will be taken care of in the ARC for M/R of AC.
7. In case of reinstallation, the ARC for M/R of AC will hold providing all the required maintenance.
8. Drain system for AC will be kept in order without any leakages.
9. Repairing / replacing the swing machine of AC
10. If, any leakage in AC due to drain pipe so drain pipe may be replaced/extended to overcome problem, leakage thought out.
11. At least 2 times (i.e I<sup>st</sup> service upto April 2021 and II<sup>nd</sup> Service August 2021) servicing will be done during ARC for M/R of AC period. They should inform concerned prior to servicing and get satisfactory servicing report for each service. In case of No. of Annual Services are less than four deduction in payment will be done accordingly. The servicing works includes cleaning of cooling coil, condensing unit, fan motor oiling, washing/replacement of air filter pad, maintenance of body etc.
12. Company will replace defective parts, if any, during the ARC for M/R of AC period.
13. An Emergency Services will be provided on Sunday and other holidays and before and after working hours within a half hour after complain.
14. Service will be provided within same day of complain.
15. The complaint is not attended within the stipulated period a suitable penalty i.e. 1/30 amount of monthly payment will be imposed.

- 16. If no response is given within a period of one week the performance Security and other due amount of firm will be forfeited and the rate contract will be terminated.
- 17. An emergency service is required for following places/personnel:
 

(1) Guest House	(2) Conference Hall	(3) Auditorium Hall
(4) Mushroom lab	(5) Tissue Culture Lab.	(6) Entomology Lab.
(7) Seed Germination Lab	(8) Director's office	(9) Video Conference Room
- 18. The contractor/firm has to be taken the satisfactory report from the concerned user and same will be handed over to In-charge, Instruments Section each and every occasion.
- 19. Prior intimation should be given before open the Air Conditioners. Parts and other accessories will not be changed/fixed without permission of the In-charge, Maintenance Unit or his representative.
- 20. All complain should be attended simultaneously even if number of complaints are more.
- 21. Since the contractor is expected to be well qualified /experienced in this field, he will be responsible for any accidents/incipient. However, if it is established that the accidents/incidents/losses has happened due to carelessness and negligence of personnel of the contractor/undue delay, the appropriate costs of the Institute property would be recovered from the contractor.
- 22. The contractor will provide requisite skilled mechanic and Supervision of the contract works to be taken care of by the contractor.
- 23. The firm will bear the whole responsibility of safety & causality of works while working under this ARC for M/R of AC at the Institute.

**DECLARATION**

I/We .....proprietor/partner/authorized representative of M/s.....

have scrupulously noted the contents of all the terms & conditions of tender and contract work for ARC for M/R of AC and the same are acceptable to our firm/company,

Signature with Seal of authorized signatory of firm

## TECHNICAL BID

**(PART-V)****List of Air Conditioners for Annual Rate Contract for Maintenance/Repair of AC****(i) AC of Capacity of 1.5 Ton = Air Conditioners after warranty period.**

S.No.	Type of AC	Make	Division	Incharge	Quantity
<b>Admn. Block</b>					
1.	Window	Carrier	PA Room	CAO (Sh. K.L. Meena)	1
2.	Split	LG	CAO Room	C.A.O. (Sh. K.L. Meena)	1
3.	Window	Amprix	Adm-I	A.A.O.-I (Sh. K.S. Gehlot)	1
4.	Window	Voltage	Adm-I	AAO-I (Sh. K.S. Gehlot)	1
5.	Window	Carrier	Adm-III	AAO (Bill) (Sh. P.C. Panwar)	1
6.	Window	LG	Adm-IV (Central Store)	AAO-IV (S) (Sh. V.L. Vergi)	1
7.	Window	Carrier	Adm.IV (Store)	AA-IV (S) (Sh. V.L. Vergi)	1
8.	Window	Voltage	Audit-I	AF&AO (Sh. R.S. Bhati)	1
9.	Split	LG	Adm.I	AAO-I (Sh. K.S. Gehlot)	1
10.	Split	LG	Adm.IV (Store)	AAO-IV (S) (Sh. V.L. Vergi)	1
11.	Split	LG	Adm.III	AAO (Bills) (Sh. P.C. Panwar)	1
12.	Split	LG	Adm-II	AAO-II (Sh. B.S. Khichi)	2
13.	Split	LG	Adm-V	AAO-V (Sh. Bhupendra Giri)	1
14.	Split	LG	Audit-II	AFAO (Sh. Anil Bhandari)	1
15.	Window	Carrier	Audit-II	AFAO (Sh. Anil Bhandari)	1
16.	Split	LG	Audit-III	AFAO (Sh. Pradeep Mathur)	2
17.	Split	LG	Meeting Hall	AAO-IV (Store) (Sh. V.L. Vergi)	2
18.	Split	LG	Audit -I	AFAO (Sh. R.S. Bhati)	1
19.	Split	LG	Audit (CFAO)	CFAO (Mrs. Sunita Aarya)	1
20.	Split	LG	Audit-I	AFAO (Sh. Sunil Choudhary)	1
21.	Window	LG	Audit-I	SFAO (-)	1
<b>AINP on VPM (Rodent)</b>					
22.	Split AC (Inverter)	Diakin	Conference Room	I/c Rodent Control (Dr. R.S. Tripathi)	1
23.	Split AC (Inverter)	Diakin	Rodent Lab	I/c Rodent Control (Dr. R.S. Tripathi)	1
24.	Window	Carrier	Animal House	I/c Rodent Control (Dr. R.S. Tripathi)	3
<b>ATIC Exchange</b>					
25.	Window	Carrier	ATIC	HD-VI	1

<b>CAZRI International Guest House</b>					
26.	Split	LG	Porch	C.A.O.	1
27.	Split	LG	CS Christian Hall	C.A.O.	2
<b>Director Cell</b>					
28.	Split	LG	Director Cell	Director Chamber	2
29.	Split AC (Inverter)	Mitsubishi	Director Cell	P.A.	1
<b>Hindi Cell</b>					
30.	Window	Carrier	Hindi Cell	I.P.O. (Sh. Bahadur Singh)	1
31.	Window	Saver	Hindi Cell	I.P.O. (Sh. Bahadur Singh)	1
<b>AKMU</b>					
32.	Window	Amritex	AKMU	Sh. Vimal Purohit	1
33.	Window	LG	AKMU	UPS Room	1
34.	Split	LG	AKMU	VC Room	2
35.	Split	LG	AKMU	AKMU Sec.	5
<b>KVK CAZRI</b>					
36.	Window	Onida	KVK	Kishan Hostel	1
37.	Split	LG	KVK	Dr. B.S. Rathore	2
<b>RCMS Cell</b>					
38.	Split	LG	RCMS	Dr. R.K. Kaul	4
<b>ITMU Lab</b>					
39.	Split	Carrier	ITMU	Lab (Dr. Uday Burman)	1
<b>EP AX Room</b>					
40.	Window	Voltage	Epax Room	Maint. Section	1
<b>Dr. Raheja Library</b>					
41.	Split	LG	Examination Hall	I/c Rodent Control (Dr. R.S. Tripathi)	7
<b>CAZRI Hostel</b>					
42.	Window	LG	Hostel	CAO (Sh. K.L. Meena)	1
43.	Window	LG	Hostel	CAO (Sh. K.L. Meena)	1
44.	Window	Carrier	Hostel	CAO (Sh. K.L. Meena)	4
<b>Division I</b>					
45.	Split	LG	Div-I	Dr. C.B. Pandey, HD-I	1
46.	Split	LG	Div-I	Dr. P.K. Roy	1
47.	Split	LG	DIV-I	Dr. Saurabh Swami	1
48.	Split (Inverter)	Mitsubishi	DIV-I	Dr. Saurabh Swami	2
49.	Window	Carrier	DIV-I Hydrology Sec.	Dr. R.K. Goyal	1
50.	Window	Carrier	Div-I	Dr. D.V. Singh	1
51.	Split	LG	Cartography Section	Dr. Mahesh Kumar Gaur	2
52.	Window	Blue Star	Cartography Sec.	Dr. Mahesh Kumar Gaur	2
53.	Window	Amritex	Photo Lab	Div-I Photo Lab	1
54.	Split	LG	Geomorphology Sec.	Dr. P.C. Moharana	2
55.	Split (Inverter)	LG	Geomorphology Sec.	Dr. P.C. Moharana	1
56.	Split	LG	Div-I	Dr. Mahesh Kumar	1
57.	Window	LG	Botanical Garden	HD-I	1

58.	Split (Inverter)	Mitsubishi	Div-I	Soil Science (Dr. Mahesh Kumar)	5
59.	Split	LG	Div-I	Dr. Mahesh Kumar Gaur	1
<b>Division II</b>					
60.	Window	Carrier	Div-II	Dr. Anurag Sexna	1
61.	Split	Onida	Div-II	Sh. Narendra Chouhan	1
62.	Window	LG	Div-II	Dr. P.R. Meghwal	1
63.	Window	Blue Star	Div-II	Dr. M. Sarita	1
64.	Window	LG	Div-II	Dr. S.P.S. Tanwar	1
65.	Split	LG	Div-II	Dr. Praveen Kumar	1
66.	Split (Inverter)	Mitsubishi	Div-II	Dr. Praveen Kumar	1
67.	Window	Blue Star	Div-II	Dr. N.K. Jat	1
68.	Split	Videocon	Div-II	Silva Lab	1
69.	Split	Lloyd	Div-II	Dr. N.R. Panwar	1
70.	Window	Voltas	Div-II	Inoculation Room	1
71.	Window	Carrier	Div-II	AAS Lab (Room No. 29)	1
72.	Window	LG	Div-II	<b>Dr. R. C. Kasana</b>	1
73.	Window	Amritex	Div-II	Dr. N.R. Panwar (Room No. 32)	1
74.	Window	Carrier	Div-II	Nano Tech. -11	1
75.	Split	LG	Div-II	Nano Tech. -11	1
76.	Window	Samsung	Div-II	Nano Tech. -12	1
77.	Split	LG	Div-II	Nano Tech. -12	1
78.	Window	-	Div-II	Dr. P.S. Khapte	1
<b>Division III</b>					
79.	Window	Carrier	Div-III	Nematology Lab (Sh. J.K. Parihar)	2
80.	Split	Sharp	Div-III	Nematology Sec	1
81.	Split	Carrier	Div-III	Dr. R.K. Kaul	2
82.	Split (Inverter)	Mitsubishi	Div-III	Dr. R.K. Kaul	1
83.	Window	Voltage	Div-III	Nematology (Room No.105)	1
84.	Window	Voltage	Div-III	Entomology Lab (Sh. M.R. Bhati)	1
85.	Window	Voltage	Div-III	Dr. Nisha Patel	1
86.	Window	Voltage	Div-III	Dr. Kuldeep Singh	1
87.	Split	LG	Div-III	Dr. Rajwant K. Kalliya	2
88.	Split	LG	Div-III	Dr. Ritu Mawar	1
89.	Split	Carrier	Div-III	-do-	1
90.	Window	Carrier	Div-III	Dr. H.R. Mahla	1
91.	Split	LG	Div-III	Dr. Anjali Pancholy	1
92.	Window	Carrier	Div-III	Dr. Rajwant K. Kalliya (Biotech Lab)	2
93.	Window	Carrier	Div-III	Dr. S.K. Singh (Biotech Lab)	2
94.	Window	LG	Div-III	Dr. Ramavatar Sharma	1
95.	Window	Carrier	Div-III	Dr. M.P. Rajora (Agrostology Lab)	2
96.	Split	LG	Div-III	Dr. M.P. Rajora	1
97.	Window	Carrier	Div-III	Dr. Mahesh Kumar	1
98.	Split	LG	Div-III	Dr. S.K. Singh	1

99.	Split	LG	Div-III	Dr. R.K. Kakani	1
<b>Division IV</b>					
100.	Window	Amritex	Div-IV	Dr. R.N. Kumawat	1
101.	Window	Voltage	Div-IV	Dr. B.K. Mathur	1
102.	Split	Carrier	Div-IV	Room No. 25	1
103.	Window	Carrier	Div-IV	Room No. 61	1
104.	Split (Inverter)	Mitsubishi	Div-IV	Dr. A.K. Patel	1
<b>Division V</b>					
105.	Window	Voltage	Div-V	Dr. Dinesh Mishra	1
106.	Window	Amtrex	Div-V	Sh. Amit Singh	1
107.	Window	Blue Star	Div-V	Dr. S. Punia	1
108.	Split (Inverter)	Mitsubishi	Div-V	P.H. Lab (HD-V)	3
<b>Division VI</b>					
109.	Window	LG	Div-VI	HD-VI P.A.	1
110.	Split	LG	Div-VI	Dr. Avinash	1

**(ii) AC of Capacity of 2.0 Ton**

S.No.	Type of AC	Make	Division	In-charge	Quantity
<b>ATIC Exchange</b>					
111.	Split	Hatachi	ATIC	OIC ATIC	1
112.	Split	LG	ATIC I/C	OIC ATIC	1
<b>AINP on VPM (Rodent)</b>					
113.	Split AC	LG	Rodent	Sh. Surjit Singh	1
<b>CAZRI International Guest House</b>					
114.	Split	LG	CS Christian Hall (waiting room)	C.A.O.	2
115.	Split	LG Samsung	CS Christian Hall		1 3
116.	Split	LG	Suit No. 1 & 2		2
117.	Split	LG	Dining Hall		5
<b>Admn. Block</b>					
118.	Split	Carrier	AO Room	A.O. (Sh. Ramesh Kumar)	1
119.	Split	LG	Adm-I	A.A.O (Sh. K.S. Gehlot)	1
<b>AKMU</b>					
120.	Split	LG	Auditorium Hall	AKMU	1
121.	Split	VeStar	Visitor Room	AKMU	1
<b>ITMU Lab</b>					
122.	Split	LG	ITMU	Lab (Dr. Uday Burman)	1
<b>Dr. Raheja Library</b>					
123.	Split	LG	Computer Lab	Shri Tirth Dass	2
<b>CAZRI Hostel</b>					
124.	Split	Carrier	Hostel	C.A.O.	2
<b>Departmental Canteen</b>					
125.	Split	VeStar	Canteen	Dr. R.K. Goyal	2
<b>Division I</b>					
126.	Split	Voltage	Div-I	Botanical Garden	5

<b>Division II</b>					
127.	Split	LG	Div-II	Dr. Udai Barman	1
128.	Split	LG	Div-II	Dr. Akath Singh	1
129.	Split	Carrier	Div-II	Dr. Pradeep Kumar	1
130.	Split	Carrier	Div-II	Micro Lab (Sh. G. Parihar)	1
<b>Division III</b>					
131.	Split	LG	Div-III	Dr. R. K. Solanki	1
132.	Split	LG	Div-III	HD-III	1
133.	Split	Carrier	Div-III	PA to HD-III	1
134.	Split	Carrier	Div-III	Dr. R.K. Kaul (Tissue Culture Lab)	2
135.	Window	-	Div-III	Dr. R.K. Kaul	4
<b>Division IV</b>					
136.	Split	LG	Div-IV	HD-IV	1
137.	Split	Carrier	Div-IV	Micro. Biology Lab.	1
138.	Split	LG	Div-IV	Dr. N.V. Patil	1
139.	Split	LG	Div-IV	Agronomy Lab No. 7 (Sh. Ravi Kumar)	1
<b>Division V</b>					
140.	Split	LG	Div-V	HD V (Dr. Dilip Jain)	1
141.	Split	LG	Div-V		1
<b>Division VI</b>					
142.	Split	LG	Div-VI	HD VI	1

**(iii) AC of Capacity of 1.8 Ton**

S.No.	Type of AC	Make	Division	Incharge	Quantity
<b>AINP on VPM (Rodent)</b>					
143.	Split (Inverter)	Daikin	Animal House	I/c Dr. R.S. Tripathi	1
144.	Split (Inverter)	Daikin	Rodent Control	Dr. Vipin Choudhary	1

**(iv) AC of Capacity of 1.0 Ton**

S.No.	Type of AC	Make	Division	Incharge	Quantity
<b>Division-I</b>					
145.	Window	Samsung	Div-I	HD-I P.A. Room	1
146.	Split	Voltas	Div-I	Dr. P. Santra	1
<b>Division-II</b>					
147.	Window	LG	Div-II	Dr. Archana Verma	1

**(iv) AC of Capacity of 4.0 Ton**

S.No.	Type of AC	Make	Division	Incharge	Quantity
<b>AKMU</b>					
148.	Split (Cassette)	Mitsubishi	Conference Hall	AKMU	3

**(v) AC of Capacity of 3.0 Ton**

S.No.	Type of AC	Make	Division	Incharge	Quantity
<b>AKMU</b>					
149.	Split (Cassette)	LG	Auditorium	AKMU	5
150.	Split (Cassette)	Lloyd	Museum	IPO	3

**ABSTRACT**

S.No.	Load	Type	Quantity
1.	1.0 Ton	Window AC	02
		Split AC	01
2.	1.5 Ton	Window AC	65
		Split AC	86
3.	1.8 Ton	Split AC	02
4.	2.0 Ton	Window AC	04
		Split AC	48
5.	3.0 Ton	Cassette	08
6.	4.0 Ton	Cassette	03
		<b>TOTAL</b>	<b>219</b>

## TECHNICAL BID

**(PART-VI)**

Full Name and address of the tenderer in  
Addition to address and other relevant  
information needed for the complete Address:-

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Telephone No.  
Telegraphic Address

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To,  
**The Director,**  
**ICAR-Central Arid Zone Research Institute,**  
**Jodhpur-342 003**  
Sir,

1. I/we have carefully read all the particulars regarding the general information and other terms and conditions of the contract for the **Annual Rate Contract for maintenance/repair of Air Conditioners for 2020-21 at ICAR-CAZRI, Jodhpur** and agree to provide the services as detailed in schedule herein or to such portion thereof as you may specify in the acceptance of the tender at the rates given in schedule attached I and II to this tender and I/we agree to hold this offer open till 180 days. I/we shall be bound by a communication acceptance dispatched within the prescribed time.
2. I/we have understood the terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and from a part of this Tender. The schedules to accompany this tender are at page Nos. \_\_\_\_\_.
4. Every page so attached with this tender bears signature and the official seal.
5. Demand Draft/Banker Cheque No. \_\_\_\_\_ dated \_\_\_\_\_ of **Rs. 8,000/-** in favour of **ICAR Unit CAZRI, Jodhpur and payable at Jodhpur** is enclosed as earnest money.

Address \_\_\_\_\_  
\_\_\_\_\_

Name & Signature of witness \_\_\_\_\_  
Address \_\_\_\_\_

Dated: - \_\_\_\_\_  
Place: - \_\_\_\_\_

TECHNICAL BID

**(PART-VII)**

**Undertaking**

1. I, \_\_\_\_\_  
son/daughter/wife of Shri \_\_\_\_\_  
Proprietor/Director/authorized signatory of the Company/Firm mentioned above, is competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide to them.
3. The information/documents furnished along with the above tender form are true and authentic to the best of my knowledge and belief. I am well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

**Place :**

**Date :**

**Signature & Name of the authorized  
Signatory with Seal of the Firm**

## TECHNICAL BID

**(PART-VIII)**

## CHECKLIST OF DOCUMENTS TO BE SUBMITTED WITH TENDER DOCUMENT FAILING WHICH THE BID WILL BE LIABLE TO BE REJECTED

S. No.	Documents to be submitted	Whether Submitted or not	If submitted than mentioned page no.	Remarks
1.	Details of Cost of bid Rs. 500/-			
2.	Details of EMD deposited for Rs. 8,000/-			
3.	Copy of PAN/TIN Card			
4.	Copy of GST/Service Tax Registration			
5.	Experience Certificate (Please enclosed) a) <i>Three similar completed works costing not less than Rs. 80,000.00</i> <b>OR</b> b) <i>Two similar completed works costing not less than Rs. 1,00,000.00</i> <b>OR</b> c) <i>One similar completed work costing not less than Rs. 1,60,000.00</i>			
6.	Copy of Income Tax Return for 2 Assessment year i.e. 2017-18 & 2018-19 .			
7.	Minimum turnover of the firm not less than Rs. 70000/- during the any 2 financial year out of three financial year i.e. 2016-17 to 2018-19.			

Full Name of Bidder with Address

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Signature with Seal of authorized signatory of firm

Date: .....

Place: .....

**FINANCIAL BID**  
**(RATE(S) TO BE QUOTED BY THE TENDERER)**

To

The Director,  
CAZRI,  
Jodhpur.

Sir,

I/we have gone through all the terms and conditions of work contract and I/we will meet the requirement of work of maintenance air conditioner in office premises on contract basis as under to the CAZRI, Jodhpur for the period of one year under reference.

I/we offer my rate for the contract for maintenance/repair of air conditioners

Sl. No.	Capacity of Air Conditioner	Type	Quantity (Nos.) (a)	Rate to be quoted per AC unit (b)	Total Amount c = (a) x (b)
1.	1.0 Ton	Window	02	@ Rs. ....	Rs. ....
		Split AC	01	@ Rs. ....	Rs. ....
2.	1.5 Ton	Window	65	@ Rs. ....	Rs. ....
		Split AC	86	@ Rs. ....	Rs. ....
3.	1.8 Ton	Split AC	02	@ Rs. ....	Rs. ....
4.	2.0 Ton	Window	04	@ Rs. ....	Rs. ....
		Split AC	48	@ Rs. ....	Rs. ....
5.	3.0 Ton	Cassette	08	@ Rs. ....	Rs. ....
6.	4.0 Ton	Cassette	03	@ Rs. ....	Rs. ....
7.	GRAND TOTAL (c)		In Figure Rs. ....		
	In Words Rs. ....				

Note: i) *The Grand Total of rates mentioned in above quoted rates for all types of Air Conditioner must tally with the grand total of rates as mentioned in Sl. No. 7 of the financial bid otherwise the financial bid will be treated as rejected.*

ii) *The rate should be quoted inclusive all taxes, GST/Service tax etc.*

iii) *I/we agree to the forfeiture of the earnest money deposited by me/us in connection with this tender if I/we fail to comply with any of the terms & conditions in whole or in part as laid down in the quotation form. We have carefully read the terms and conditions of the tender and agree to abide by these in letter and spirit.*

Name and address of the firm with Phone No.

\_\_\_\_\_

\_\_\_\_\_

Signature with Seal of authorized signatory of firm