

NIT No. L/AC/01/2021

BID DOCUMENT

(e - Procurement)

Name of Work: - Repairing, Servicing and C.A.M.C. of Blue Star Make Packaged Air-Conditioners and Ducted Split Air-Conditioners including replacement of defective parts of Air-Conditioning Systems installed at Central Library, Banaras Hindu University, Varanasi (U.P.)

Issued On:

27-03-2021



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BANARAS HINDU UNIVERSITY, VARANASI
UTTAR PRADESH, PIN 221005**

NOTICE INVITING TENDER
NIT No. L/AC/01/2021

Name of Work: Repairing, Servicing & C.A.M.C. of Blue Star Make Packaged Air-Conditioners and Ducted Split Air-Conditioners including replacement of defective parts of Air-Conditioning Systems installed at Central Library, Banaras Hindu University, Varanasi (U.P.)

1. Estimated cost: 31,17,812/-
2. Earnest Money: 63,000/-
4. Performance Guarantee: 3% of the Tendered Value.
5. Time Allowed: 60 Days.

Certified that this NIT contains pages marked as 1 to 13

Librarian
Central Library
BHU, Varanasi.

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Tender document containing detailed guidelines is enclosed. Bidders should read the Tender Document carefully before submitting their offers.

**NOTICE INVITING TENDERS (NIT)
(GENERAL TERMS & CONDITIONS)**

Online tenders, in single cover bid system, are invited from Original Equipment Manufacturer “Blue Star” or it’s authorized agencies having service centre in Varanasi for the following works:

Repairing, Servicing & C.A.M.C. of Blue Star Make Packaged Air-Conditioners and Ducted Split Air-Conditioners including replacement of defective parts of Air-Conditioning Systems installed at Central Library, Banaras Hindu University, Varanasi (U.P.)

1. Bidders are required to register on the Central Public Procurement Portal at www.eprocure.gov.in, using a valid Digital Signature Certificate (DSC) and valid email address to be able to participate in the bidding process. On registration with the Portal they will be provided with a user id and password by the system through which they can submit their bids online.
2. Digital Signature Certificate (DSC) may be obtained from any authorized agencies registered with the Certifying Authority (CA), through National Informatics Centre (NIC) in India.
3. Bidders can download the bid document from Central Public Procurement Portal website at www.eprocure.gov.in Bidders are required to submit the bid online by scanning and uploading all the relevant documents through www.eprocure.gov.in
4. Tender document can also be downloaded from the University website at www.bhu.ac.in for further details regarding Amendment /Addendum /Extension please visit website: www.eprocure.gov.in and www.bhu.ac.in
5. Earnest Money Deposit (EMD) of ₹ 63,000/- (*Sixty Three Thousand Rupees only*) in the form of Banker’s Cheque, Fixed deposit receipt or Demand draft, drawn in favour of Registrar, Banaras Hindu University, Varanasi or Bank Guarantee of any Scheduled Bank, shall be scanned and submitted online, along with the Techno-commercial bid, within the period of tender online submission date and time and the original (hard copy of EMD) should be sent to **Librarian, Central Library, Banaras Hindu University, Varanasi – 221005** within the stipulated date and time.
6. In the event of the date being declared as a holiday for the office, the due date for submission of hard copy of bids and opening of bids will be the next working day.
7. Bidders are required to upload the scanned documents as per check list like GST registration, PAN Card, valid document regarding registration of the firm along with the bid. The bidders should submit self-attested copies of the Income Tax return for the last three financial years (i.e. 2017-18, 2018-19 & 2019-20).
8. The bids will be opened online by **Open Tender Committee** of Central Library, Banaras Hindu University. All statements, documents, certificates, proof of EMD /Tender fee /Affidavits, etc. uploaded by the bidders will be verified and downloaded for technical & financial evaluation

and the result of technical evaluation will be displayed on the www.eprocure.gov.in which can be seen by all bidders who participated in the tender.

9. The bidders should download the **BOQ.xls** from Central Procurement Portal and filled in the blank spaces provided for mentioning the name of bidder and rates. Bidders need not modify any other text or background shown in the BOQ template or replace it with any other copy of same **BOQ in xls format**. The Central Public Procurement Portal www.eprocure.gov.in will accept the BOQ template only and hence the rate should not be quoted in any other place except BOQ template.

10. The price bid in Bill of Quantity (BOQ) of only technically qualified bidders will be considered by the committee and the result will be displayed on the www.eprocure.gov.in which can be seen by all bidders who have participated in the tender.

11. The bidders are advised to note that in case bidders indicate higher Applicable GST Rates in their offer compared to what is actually payable but they deposit GST with Tax authority at the rate at which it is actually payable and thus misappropriating the money collected on account of GST charged from government supplies, necessary administrative actions such as deregistration, suspension of business dealing and/or banning of business dealing, in addition to recovery against the firm may be taken.

12. Cartel Formation and Quoting Prices in Pool – Bidders may note that Offers of such firms who resort to unethical practice of cartel formation and quote prices in a pool shall be rejected and their offers shall also not be considered for award of any order for the next two years.

13. The firm has to give an undertaking that there is no vigilance/CBI /FEMA case pending against the firm/supplier.

14. At any time prior to the date of submission of bid, Librarian, Central Library, BHU, may, for any reason, whether at his own initiatives or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment. All amendment will be notified on the e-procure portal and the amendment shall be binding on them. In order to provide reasonable time to take the amendment into account in preparing the bid, Librarian, Central Library, BHU May at his discretion, extend the date and time for submission of bids.

15. Payments shall be made after execution of the order and completion of the work on bill basis.

16. In case any discrepancy is found with regard to quality/quantity of the material executed by them under this Contract, the Bidders must agree for immediate replacement of it free of cost.

17. Printed conditions of tender including amendments there on to reserve or otherwise sent along with the tender, if any shall not be binding upon us.

18. The Bidders are advised to submit along with other desired enclosures necessary to ensure the warranty service of the new equipments/components installed.

19. BHU reserves all rights to make any changes in terms and conditions of the tender and also to reject any or all bids without assigning any reason thereof.

20. All questions, disputes and differences arising under and out of, or in connection with the tender/contract, if concluded, shall be referred to the sole arbitration by an arbitrator appointed under the provisions of the Arbitration and Conciliation Act, 1996 by the Vice-Chancellor, B.H.U., Varanasi.

21. The bidder whose bid is accepted will be required to furnish performance bank guarantee of 3% (Three Percent) of the tendered amount within 05 days of issue of letter of acceptance. This guarantee shall be in the form of Demand Draft of any scheduled bank or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the bidder fails to deposit the said performance guarantee within the period as indicated, the Earnest Money deposited by the bidder shall be forfeited automatically without any notice to the bidder.

22. Intending bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tender. the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent upon any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the university and local conditions and other factors having a bearing on the execution of the work. Cost of site visit shall be borne by the bidder.

23. The competent authority on behalf of the University does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected.

24. Execution time: The time period to complete the execution of complete work will be within 60 days from the date of issue of letter of intent.

25. PENALTY: In case there is a delay in commissioning and handing over of the air-conditioners for use, liquidated damages of Rs. 5,000 (Rs. Five thousands only) for each week's or part of week's delay upto first four weeks and thereafter Rs.10,000/- per week or part of the week's delay subject to maximum 10% of tender value will be deducted from the final bill of the bidder.

26. Forfeiture of EMD & PG: The validity of Earnest Money Deposit and Performance Guarantee should be a minimum of fifteen months and the B.H.U. reserves the right to forfeit the EMD & PG in case of non-fulfillment of respective obligations by the bidder/vendor.

27. Incidental damages: Selected vendor shall carry out complete installation through competent/trained supervisor and workmen. All the materials shall be handled and installed taking due care to avoid any damage to BHU property and its personnel. Any incidental damage shall be made good without any cost to BHU.

28. Validity of prices: The rates as quoted in the BOQ, should be valid for at least 150 days from the date of issue of the Letter of Intent.

29. DEFECT LIABILITY: The defect liability period of the work under this contract shall be 12 months from the date of certification of the work duly accepted by the Central Library and the bidder should make good any defect in their work or material within this period.

30. FORCE MAJEURE: Neither the university nor the tenderer shall be liable to the other for any delay in or failure of, their respective obligations under this agreement caused by occurrence beyond the control of the University or the tenderer because of fire, floods, power, acts of God, lockout, sabotage, any law, statute or ordinance, order, actions or regulations of the Governments or any agency thereof, or any compliance therewith or any other causes, contingencies or circumstances similar to the above. Either party shall promptly, but not later than 30 days, thereafter notify the other to the commencement and cessation of such contingency and proof that such is beyond the control and affects the implementation of this agreement adversely and mutually. If such contingency continues beyond six months, both parties agree to discuss and agree upon an equitable solution for the termination of this agreement or otherwise decide the course of action to be adopted. The respective obligation of the parties shall be extended for the period of Force Majeure provided notices as required above are given in time and the contingency established if so required by the other party.

31. In addition to these general terms & conditions, the bidder should also refer to the Special Terms & Conditions in this bid document.

For any clarification and further details contact via e-mail clbhu@bhu.ac.in or mobile no. +91-8765004031 or contact in person during office hours.

SCOPE OF WORK

Following is the scope of work for the successful bidder under this tender:

1. Supply, installation, testing and commissioning of outdoor units as per BOQ.
2. Supply & installation and joining of missing copper pipes in the already existing locations and route of air-conditioning system. For this purpose, the bidder is expected to perform the site survey including measurement with prior permission of the Librarian, Central Library.
3. Thermal insulation of the newly installed components of the copper piping.
4. Vacuumization, gas charging/top-up, leakage testing and pressure testing of the installed packaged air-conditioners and ducted split air-conditioners.
5. Comprehensive Annual Maintenance Contract (C.A.M.C.) for Ducted Split air-conditioners and Packaged air-conditioners (26.25 TR Ducted Split AC in 01 hall, 83.5 TR Ducted Split AC in 01 hall, 154 TR Packaged AC in 01 hall), agreement for which shall be entered into separately after the commissioning of repair work.

UNDERTAKING FOR CHECK LIST

The following undertaking for checklist duly signed with seal and with required documents should be submitted along with offer:

We hereby declare that the following requirements have been fulfilled by us –

- i.** Attested photocopy of current manufacturing license, for respective items, issued by competent authority, if Applicable.
- ii.** List of organizations where the firm is supplying the items and performed similar work, along with their performance certificates if available and attested photocopies of supply order.
- iii.** The firm has to give an undertaking that the firm is not blacklisted from any Government/Private organization or any other institution.
- iv.** The enclosed certificates and proforma (Annexure A, B, C) duly filled in and signed.
- v.** Letter/Certificate of authorized Sale/Service Agencies issued by the Original Equipment Manufacturer (applicable in case of bid by agencies).
- vi. Documentary evidence for the turnover of last three consecutive years.**
- vii.** An Earnest Money Deposit (EMD) of ₹ 63,000/- (Sixty Three Thousand Rupees only) to be submitted along with the offer in form of a Fixed Deposit Receipt/Demand Draft/Bankers Cheque/Bank Guarantee duly discharged in favour of “**Registrar, BHU**” payable at Varanasi.
- viii.** Postal address and other contact details of local service centre in Varanasi.
- ix.** Registration Certificate of GST.
- x. Copy of Income Tax Returns for last 3 years.**
- xi. Every page of the tender documents and the enclosed copies of the certificates have been signed with seal.**
- xii.** We hereby agree that in the absence of any of the above documents / information, the offer may be summarily rejected without making any further reference to us.

Date:

Signature with seal

Annexure 'B'

Following proforma should be filled in and duly signed by the firm and sent along with the quotation.

(Please refer to the detailed instructions/notes before filling this proforma).

1. Approximate execution/Installation Period		:Within 60 days from the date of intimation.
2. Validity period of the offer		: 150 days from the bid date
3. Whether rates have been quoted, including SITC F.O.R. site and covers packing forwarding and insurance charges		: YES / NO
4. Whether the prices are inclusive of GST and all other taxes, if any		: YES / NO
5. Our terms of payment (Please note that no other payment terms are likely to be accepted).		: 100% Payment on bill basis

Signature with Seal

C E R T I F I C A T E

WE CERTIFY THAT:-

- 1.** We will not sell the product (s) to other institutions, bodies and also in the market on the rates less than the prices quoted by us to the University during the period of validity of offer.
- 2.** The rate of GST mentioned in the price breakup is in accordance with the provisions of the rules in all respects (GST applicable for the institutions like BHU or Identical Units) and the same is payable Tax Authorities.
- 3.** The goods/Stores/articles offered under the contract shall be of the best quality and workmanship and their supply/SITC be strictly in accordance with the technical specifications and particulars as detailed in the quotation and also certificate of quality control system attached.
- 4.** The information furnished by us in the quotation are true and correct to the best of our knowledge and belief. If any information furnished by the undersigned is found to be incorrect, the bid may be rejected.

Authorized Signatory
(Seal)

CENTRAL LIBRARY, BANARAS HINDU UNIVERSITY

(Ducted Split Air-Conditioning and Packaged Air-Conditioning Systems)

Sl. No.	Description of items	Quantity	Unit	Rate	Amount
	Blue Star Make Packaged Air-Conditioners and Ducted Split Air-Conditioners including replacement of defective parts of Air-Conditioning System installed at Central Library, Banaras Hindu University, Varanasi (U.P.), as detailed below.				
1.	Supply, Installation, Testing and commissioning of Outdoor units of Packaged air-conditioners. Model No. DPA1321 Make: Blue Star	11	Each		
2.	Supply, Installation, Testing and commissioning of copper piping with thermal insulation and other required Accessories for Ducted Split air-conditioners and packaged air-conditioners.		Meter		
3.	Refrigerant Recovery, leakage testing, pressure testing and vaccumising.		Whole		
4.	Refrigerant R407C charging/topup.		Kg		
5.	Buy Back of Old outdoor units of packaged air-conditioners (11 bodies with 11 fans and 05 damaged condensers) Model No. DPA1321	Whole	Whole		
6.	Comprehensive Annual Maintenance Contract for Ducted Split air-conditioners and Packaged air-conditioners (26.25 TR Ducted Split AC in 01 hall, 83.5 TR Ducted Split AC in 01 hall, 154 TR Packaged AC in 01 hall).	02	Years		

Note: The type & length of required copper piping with thermal insulation shall be measured by the bidder/vendor during pre-bid survey on the site of installation and the type of pipe should be same as existing pipe on the site.

Special Conditions of the Contract

1. "The work shall have to be carried out by successful firm through the OEM "Blue Star"/ OEM "Blue Star" Authorized sale/service agent only, as per requirement.
2. All Tools required for the work shall be arranged by the contractor.
3. The nature of work warrants that bidders should visit, survey and get details before quoting rates.
4. The rates quoted by the firm shall be net, indicating all taxes & duties/GST, if any.
5. Nothing extra shall be paid on A/c of carriage & no claim for idle labour shall be entertained.
6. The award of work for "Repairing/Serviceing of Blue Star Make Packaged Air-Conditioners and Ducted Split Air-Conditioners including replacement of defective parts of Air-Conditioning System" and the "Comprehensive Annual Maintenance Contract (CAMC)" will be dealt separately.
7. **COMPLETENESS OF OFFER:** In case any item is not given in the technical specification of this tender, but which is required essentially for commissioning of the project, it should be included in the offer so as to make the offer complete in all respects. No claim for extra payment shall be entertained on the plea that the equipment specification was not complete in all respects.
8. Service Level Agreement for Comprehensive Annual Maintenance Contract shall be signed after issue of letter of intent to the successful bidder.
9. The payment for the work "Repairing/Serviceing of Blue Star Make Packaged Air-Conditioners and Ducted Split Air-Conditioners including replacement of defective parts of Air-Conditioning System" shall be made on bill basis upon satisfactory completion of work.
10. Payment on bill basis for CAMC shall be made every six month.

INVITATION FOR BIDS NOTICE INVITING TENDER (NIT)

CENTRAL LIBRARY
BANARAS HINDU UNIVERSITY
VARANASI-221005

e-Procurement Notice

NIT No: - L/AC/01/2020-21

Dated: 27-03-2021

Online tenders are hereby invited in **Single cover system** from reputed **manufacturer/ authorized sale/service agent of Original Manufacturer “Blue Star”** for following :-

Repairing, Servicing & C.A.M.C. of Blue Star Make Packaged Air-Conditioners and Ducted Split Air-Conditioners including replacement of defective parts of Air-Conditioning System installed at Central Library, Banaras Hindu University, Varanasi (U.P.)

Bidders can download complete set of bidding documents from e-procurement Platform <https://eprocure.gov.in/eprocure/app> from 27-03-2021 onwards. Bidders need to submit the bids online for the interested items by uploading all the required documents through <https://eprocure.gov.in/eprocure/app>.

Last Date/ Time for receipt of bids through e-procurement is: 09-04-2021 upto 03:00 PM. (Server time). Late bids shall not be accepted.

For further details regarding Tender Notification & Specifications please visit website: <https://eprocure.gov.in/eprocure/app> and www.bhu.ac.in.

CRITICAL DATE SHEET

Published Date	28-03-2021 (11:15 AM)
Bid Document Download Start Date	28-03-2021 (11:15 AM)
Clarification Start Date	28-03-2021 (11:15 AM)
Clarification End Date	01-04-2021 (01:00 PM)
Pre bid meeting	01-04-2021 (03:00 PM)
Bid Submission Start Date	02-04-2021 (05:00 PM)
Bid Document Download End Date	08-04-2021 (05:00 PM)
Bid Submission End Date	09-04-2021 (03:00 PM)
Bid Opening Date	09-04-2021 (04:00 PM)

List of Documents to be filled in by the bidders in various forms, to be scanned and uploaded within the period of bid submission:

IN TECHNICAL COVER/FINANCIAL COVER	
1.	Copy of Original Demand Draft/ Fixed Deposit Receipt/Bank Guarantee against EMD.
2.	Undertaking that the firm is not blacklisted from any organization.
3.	List of organizations where the firm is supplying the items, along with their performance certificates if available and attested photocopies of supply order
4.	Certificate of financial Turnover From Chartered Accountant
5.	Annexure 'A, B, C'
6	Certificate/Letter of authorized agency.
7.	Certificate of Registration for GST.
8.	Postal address and other contact details of local service centre in Varanasi.
9.	Any other documents mentioned in Tender document.
10.	BOQ.
11.	Price Breakup (pertaining to Actual Applicable taxes, bidder's are requested to make themselves sure regarding the applicable taxes like GST etc. for the Institution like BHU (Central University) are other Identical Institution or entity, mentioning wrong tax slab in Price Breakup may lead to Rejection of BID of the bidder)