



**JEEVIKA**

Rural Development Department, Government of Bihar

**Bihar Rural Livelihoods Promotion Society  
State Rural Livelihoods Mission, Bihar**



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**INVITATION OF BID FOR PROVIDING COMPREHENSIVE (WITH ALL ACCESSORIES – END TO END) ANNUAL MAINTENANCE CONTRACT (AMC) OF CARRIER VRF SYSTEM AIR CONDITIONER UNDER LIMITED TENDERING**

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Dear Sirs,

**Sub: Invitation of Bid for providing comprehensive (with all accessories and fittings) Annual Maintenance Contract (AMC) of Carrier VRF System Air Conditioner at SPMU Office at 3<sup>rd</sup> floors, Vidyut Bhawan, Bailey Road, Patna.**

1. You are invited to submit your most competitive rate for the following services:

Sl. No.	Brand of AC	Model
1	Carrier VRF System	112 HP Carrier VRF System (Air Conditioning System)

**NOTE: Bidders may visit the site of installation to access the entire VRF system before submitting their bid.**

2. Bihar Rural Livelihoods Promotion Society (BRLPS) is a registered government society under Department of Rural Development, Govt. of Bihar.

**3. Important Dates and Times/Bid Document**

- 3.1 Last Date & Time for Submission of Bids : Till 03.00 PM on 31.01.2025  
3.2 Date of opening of Bid : At 03.30 PM on 31.01.2025

**Note: Bidders may attend bid opening.**

**4. Eligibility Criteria**

- 4.1 GST registration number along with photocopy of certificate of registration.  
4.2 Similar experience for executing the AMC service of VRF System. Signed photocopy of work order/contract along with completion certificate should be submitted.  
4.3 Must have infrastructure to provide service efficiently. Undertaking on letter head to this effect should be submitted.  
4.4 Should have PAN number. Signed photocopy of same should be attached.

**5. Bid Price**

- a) **The bidder has to quote rate with all accessories & fittings on comprehensive basis.**  
b) The price shall be quoted for all the items strictly as described in Annexure-I and for full items.

- c) Interlineations, corrections, erasures and/or over writings shall be valid only if initialed by the persons or persons signing the bid.
- d) Applicable GST must be clearly stated. All duties, taxes, freight, insurance, delivery charges and other levies payable by the contractor under the agreement shall be included in the quoted price.
- d) The rates quoted by the bidder shall be fixed for the duration of the agreement and shall not be subject to adjustment on any account.
- f) The Prices should be quoted in Indian Rupees only.
- g) Discount offered, if any, and conditions thereof must be clearly stated in the bid itself.
- h) Statutory deductions will be made at source, if applicable.

## 6. Bid Security

An amount of Rs. 5,000.00 (Rupees Five thousand only) is to be deposited as bid security in the form of Demand Draft in favor of Bihar Rural Livelihoods Promotion Society, Patna. Bid/s received without bid security shall be treated as non-responsive. If the successful bidders fail to accept work order/refuse the sign the agreement, the bid security may be forfeited.

## 7. Delivery of Service

- 7.1 Repairs/replacement/maintenance service shall normally be carried out at site within a reasonable time on requisition/intimation from BRLPS. In case, the equipment needs to be transported to workshop, all arrangement must be made and all expenses must be borne by the service provider.
- 7.2 Technician from service provider will have to provide monthly visit in addition to the problem calls lodged through mobile/email. The service provider will provide a phone number to the BRLPS for lodging complaints and the service provider will have to attend the call within 04 hours (working time) as and when required. **However, in case of exceptionally long time in providing the service against call lodged, service provider will have to intimate the reason through email.**
- 7.3 **The entire Air conditioning systems including all accessories and fittings will be under comprehensive AMC with the service provider. The responsibility of replacement of all items including plastic materials, wires etc., if needed, irrespective of the reason of damage will be the sole responsibility of service provider who will be qualified to provide Comprehensive Annual Maintenance Contract.**

## 8. Submission of Bids:

- 8.1 A bidder shall submit quotations in **sealed envelope using their own stationery**. A bidder **shall not submit more than one quotation**.
- 8.2 **The bidder must mention full detail specifications of the service/items quoted.** [Mere copying of the specifications mentioned by the purchaser or mentioning words like “complying”/”compliant” is not sufficient.] The bidder shall furnish, along with the offer, technical brochure supporting specifications of the offered item.
- 8.3 Envelope containing bids must bear, on the cover itself, name and full address of the bidder. Bid number and date & time of bid opening shall also be super-scribed on the cover.
- 8.4 **For bids submitted by post or courier, it is bidder’s responsibility that bids reach the purchaser’s office before the scheduled time of closure of submission of bids.**

## 9. Validity Period of Quotation

Quotation shall remain **valid for a period not less than 120 days** after the deadline date specified for submission.

## 10. Evaluation of Quotations

- 10.1 The Purchaser will evaluate and compare the quotation as a whole determined to be substantially responsive i.e., which
  - (a) Are properly signed;
  - (b) Conform to the terms and conditions, technical specifications and Eligibility criteria along with requisite Bid Security.

- 10.2 Evaluation of bid shall be made for whole service. For this purpose, all sub-items and accessories, if any, of an item will be taken together and considered as one item.
- 10.3 GST in connection with services shall be taken into account in evaluation. It is mandatory to mention the GST amount in the attached price schedule.

**11. Award of Work**

- 11.1 Negotiation may be held with L1 bidder.
- 11.2 The Purchaser will award the work to the bidder
- (i) whose quotation has been determined to be substantially responsive; and
  - (ii) who, in the assessment / judgment and sole discretion of the BRLPS, has technical capability to execute the work; and
  - (iii) who has quoted the lowest evaluated price for the whole work subject to satisfaction of BRLPS.
- 11.2 **Notwithstanding the above, the Purchaser reserves the right to accept or reject any bid, to reject quotations for some or all items and to cancel the bidding process at any time prior to the award of work..**
- 11.3 Prior to expiration of the quotation-validity-period, the award by the Purchaser will be notified to the bidder, whose offer has been accepted. The terms of the accepted offer/offers shall be incorporated in the agreement.
- 11.4 The bidder must have all licenses/certifications, if any, from concerned authorities for carrying out normal trading/execution of similar projects.

**12. Agreement Period**

Initially the agreement will be awarded for ONE YEAR which may be extended for further period subject to need of BRLPS and satisfactory performance of service provider with mutual consent.

**13. Dispute Resolution**

The Purchaser and the Service Provider shall make every effort to resolve amicably by direct informal negotiation of any disagreement or dispute arising between them under or in connection with the Agreement. If, the parties have failed to resolve their dispute or difference by such mutual consultation, the courts in Patna, Bihar shall have the sole jurisdiction to settle the dispute.

**14. Payment:**

Payment shall be made on six-month basis. However, 1<sup>st</sup> payment (for first six months) will be made after signing of agreement and 2<sup>nd</sup> payment will be made at the time of start of next six month. The bill must be submitted in duplicate and payment shall be made within 21 working days (except Sunday and holidays) after submission of bill.

We look forward to receiving your quotation and thank you for your interest in this project.

(Dr. Santosh)  
Procurement Specialist

Encl.: Format of Quotation

## FORMAT OF QUOTATION

### Description of Goods/Work: COMPREHENSIVE (WITH ALL ACCESSORIES & FITTINGS) ANNUAL MAINTENANCE CONTRACT FOR CARRIER VRF AIR CONDITIONING SYSTEM

Item No. (1)	Description of the Equipment (2)	Specifications of the equipment offered for service (3)	Quantity and Unit (4)	Price for each unit (Rs.)				Total Price (Rs.)	
				Unit rate including excise, customs duty & excluding sales tax (a)	GST (b)	Transportation, insurance, local incidental costs, etc. (c)	Quoted Unit rate [a+b+c] (5)	Total Price (Rs.)	
								(in figures) (6)	(in words) (7)
1	112 HP Carrier VRF System (Air Conditioning System)								
2	Any other charges, if any.								
<b>Total Price</b>									

Note: In case of discrepancy between unit price and total price, the unit price shall prevail

Total bid price (in figures) Rs.....

(in words) Rupees.....

We agree to perform services of the above equipment in accordance with the requirement for a agreed price for the period mentioned in the invitation of bid. We also confirm that the on-site all comprehensive Annual Maintenance will be for one year of the above-mentioned Air-Conditioning units.

Signature of Bidder.....

Name .....

Business Address: .....

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Place: .....

Date: .....