

e-TENDER NOTICE

Online tenders are invited through e-tendering mode by **Managing Director, Maharashtra Film, Stage and Cultural Development Corporation Ltd., Dadasaheb Phalke Chitranagari, Goregaon (East), Mumbai – 400 065** in two bid system from reputed contractors and having experience of similar type of work.

Sr. No.	Name of	EMD	Tender Fees	Qualification Criteria
1	AMC of window & split A.C. Units	25000	3000	Having similar type of work experience.
2	Annual Supply of Electrical Items	25000	5000	Having Electrical contractor License & having similar type of work experience.
3	SITC of Street Lights	150000	20000	Registered "A" Class contractor from PWD, CPWD, MES & other state government PSU.

Detail Tender documents are available on website: <https://mahatenders.gov.in> from 31.03.2022 to 15.04.2022. For further information please call on (022) 28408966 on all working days.
sd/-

Managing Director

MAHARASHTRA FILM STAGE CULTURAL DEVELOPMENT CORPORATION
LIMITED

(A Govt. of Maharashtra Undertaking)

Dadasaheb Phalke Chitranagari, Goregaon(East), MUMBAI-400065.

Tel. No.- 28401533, 28401755. Fax No. 28400734.

Tender Papers for

Name of the Work : Comprehensive Annual maintenance contract for Window and Split A.C units.

Cost of Tender Form: Rs.3,000/- (Rupees Three Thousand only)

Non Refundable (paid by Net Banking mode.)

Issued to:

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NAME OF WORK : Comprehensive Annual maintenance contract for Window & Split A.C units.				
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Issued to				
On dated				

Brief Tender Notice					
<u>E-TENDER NOTICE NO :</u>					
<u>Sub :</u> Comprehensive Annual maintenance contract for Window & Split A.C units.					
Sr. no	Name of Work	Amount of EMD (Rs)	Cost of online Tender Document (Rs)		
1	Comprehensive Annual maintenance contract for Window & Split A.C units.	Rs.25,000/- (paid by Net Banking mode.)	Rs3,000/- (paid by Net Banking mode.)		
	Maharashtra Film ,				
	Stage & Cultural				
	Dev. Corp, Film City				

Tenders to be submitted on department's e-Tendering portal i.e. <https://mahatenders.gov.in> in two online envelope system marked as Technical Envelope and Commercial Envelope. Tender forms are available for download on above mentioned e-Tendering Portal. The cost of Tender Document is Rs. 2000/-

(Rupees Two Thousand only).

HOW TO REGISTER :

Bidders are requested to register themselves at <https://mahatenders.gov.in>

HOW TO GET A TENDER FORM :

Tender form along with terms and conditions can be downloaded from e-tendering portal <https://mahatenders.gov.in> of the MFSCDC Ltd. **W.E.F. 31st March, 2022 at 10.00 hrs to 15th April, 2022 at 18:00 hrs.**

EARNEST MONEY DEPOSIT

The Earnest Money Deposit can be paid only online by **Net Banking mode only.**
The Tender received without EMD may not be considered.

COST OF TENDER DOCUMENT :

The non refundable tender document fees per tenders @ Rs.3,000/- can be paid **Net Banking mode only.**

TENDER TIME SCHEDULE (KEY DATES)

The tender schedule is as under

Sr. No.	MFSCDC Stage	Vender Stage	Start Date and Time	Expiry Date and Time	Envelopes
1	Publish Tender	-	31.03.2022 10:00		
2	-	Tender Download	31.03.2022 10:00	15.04.2022 18:00	Commercial Technical
3	-	Bid Submission	31.03.2022 10:00	15.04.2022 15:00	Commercial Technical
4	Technical Bid Opening	-	18.04.2022 15:00	-----	Technical
5	Price Bid Opening	-	To be communicated Qualified Bidder only		

ONLINE INFORMATION

As per information technology Act-2000, the Bidders are required to sign the bid data using Class-II / Class-III Digital Certificate. The Bidder may procure the Digital Certificate in the name of the authorized representative of the Organization at the earliest.

e-Tendering Tool Kit for Bidders (detailed Help documents, designed for bidders) has been provided on e-Tendering website in order to guide them through different stages involved during e-Tendering such as online procedure for tender document downloads, bid submission.

The Bidders are required to download the Tender Forms for the above items online and also submit their Bids for these items **ONLY** online. Manual Bids for these items

shall not be considered in any circumstances.

Tender Form fee and EMD should must be paid online Net Banking Mode only. Bidders whose Earnest Money Deposit and tender cost fee is not received within the prescribed time limit shall not be considered.

The various activities required to be executed by the Bidder to submit their online Bids for these items are time and date locked. The Bidders are requested to execute all the activities related to their bids within the prescribed time limites (key dates) for each stage.

If any assistance is required regarding e-Tendering (registration / upload / download) please contact Gom e-Tendering **The 24 x 7 Toll Free Telephonic Help Desk Number 1800-3070-2232.**

**Mobile +91-7878107985 , +91-7878107986 ,+ 91-7878007972 and +91-
: 7878007973**

Email : eproc.support@maharashtra.gov.in

MFSCDC terms

Right to reject any or all tenders without assigning any reason is reserved by the component.

For any tender related query, please contact Film City on number **022-28408966.**

All the item rates have to be filled by the bidding contractor Any tender incomplete with item rates not quoted will be rejected.

For further information, please visit : **<https://mahatenders.gov.in>**

Detailed Tender Notice

2.1 Detailed Tender Notice

Item rate tenders in for the following work are invited from the contractors having **Experience of Similar Type of Work and having authorized dealer of A.C. manufacturing company.** The blank tender form shall be issued only after verification of certificates as regards to similar type of experience.

WORK

Sr. No.	Contents		Description
1	Name of Work	:	Comprehensive Annual maintenance contract for Window & Split A.C units.
3	E.M.D.	:	Rs.25,000/- (paid by Net Banking mode.)
7	Cost of Online Tender Document	:	Rs.3,000/- (Rupees Three Thousand Only). (paid by Net Banking mode.)

DETAILED TENDER TIME SCHEDULE (KEY DATES)

The tender schedule is as under

Sr. No.	MFSCDC Stage	Vender Stage	Start Date and Time	Expiry Date and Time	Envelopes
1	Publish Tender	-	31.03.2022 10:00		
2	-	Tender Download	31.03.2022 10:00	15.04.2022 18:00	Commercial Technical
3	-	Bid Submission	31.03.2022 10:00	15.04.2022 15:00	Commercial Technical
4	Technical Bid Opening	-	18.04.2022 15:00	-----	Technical
5	Price Bid Opening	-	To be communicated Qualified Bidder only		

2.2 COST OF TENDER DOCUMENT

The non refundable tender document fees per tenders @ Rs.3,000/- can be paid only Net Banking.

2.3 INFORMATION TO BIDDERS

Bidders are required to enroll themselves at Government of Maharashtra E-Tendering website <https://mahatenders.gov.in>

The tender document is unloaded / released on Government of Maharashtra (GOM) e-Tendering website mentioned above and has to be Downloaded as well as filled and submitted online only. As per the schedule, Tender document and supporting documents may be purchased and downloaded from following link of Film City on e-Tendering website of Government of Maharashtra, <https://mahatenders.gov.in> by Net Banking Mode online.

Bids shall be submitted online as per online schedule of the tender. Offers not submitted online will not be entertained. Tender will be opened online by Managing Director MFSCDC, through e-Tendering procedure, on the same day if possible in the presence of such intending tenders or his/their authorized representatives who may be present at that time.

2.4 EARNEST MONEY DEPOSIT

2.4.1 The earnest money deposit as declared in detailed tender notice shall be paid only online payment. If the Earnest Money Deposit is not found as per tender notice the offer of the contractor placed in online Commercial envelope C1 shall not be opened and the tender is liable for rejection out-right.

2.4.2 The Earnest Money Deposit can be paid only online by paid only Net Banking.

2.4.3 The EMD in other form is not acceptable and in absence of proper earnest money deposit, tender is liable to rejection out-right.

2.6 TENDERING PROCEEDURE :

2.6.1 Issue of Blank Tender Forms

The tender document is uploaded / released on Government of Maharashtra (GOM) e-Tendering website <https://mahatenders.gov.in> and has to be downloaded as well as filled up and submitted online Only as per the schedule. Tender document and supporting documents may be purchased and downloaded from following link of Film City on e-Tendering website of Government of Maharashtra. <https://mahatenders.gov.in> by filling Net Banking online.

iii) The tender submitted by tenderer shall be based on the clarification additional facility issued (if any) by the MFSCDC and his tender shall be unconditional. Conditional tenders will be summarily rejected.

iv) All tenderers are cautioned that tenders containing any deviation from the contractual terms and conditions, specification or other requirements and conditional tenders will be treated as non responsive. The contractor should clearly mention in forwarding letter that his offer (in online envelope T1 and C1) does not contain any condition deviation from terms and condition stipulated in the tender.

2.7 Manner of submission of Tender and its accompaniments:

The tenderer shall submit the Bid documents online as below:

a) **TECHNICAL ENVELOPE NO 1. (DOCUMENTS TO BE SUBMITTED ONLINE)**

i) The following documents should be scanned and uploaded on the e-Tendering website thereafter by the tenderers for Technical Bid. If any document is not submitted then the tender will be summarily rejected.

ii) Certified true copy of valid registration certificate as a registered dealer under GST Act .

iii) Online payment of EMD of Rs.25,000/- in favour of the “ **MAHARASHTRA FILM STAGE AND CULTURAL DEVELOPMENT CORPORATION LTD.**”

iv) Details of works of similar type carried out by the contractor (in Form No II on Page no 15)

v) Details of other works tendered for and in hand, with the value of work unfinished on the last date of submission of tender (in Form No 1 on page no 14) . The certificates from the Head of the Offices under whom the works are in progress

should be enclosed.

vi) List of machinery and plants immediately available with the tenderer for use of this work and list of machinery proposed to be utilized on this work, but not immediately available and the manner in which it is proposed to be procured (in Form No. II on Page No 15).

vii) Detail of Technical Personnel on the rolls of tenderer (in Form No IV on Page No 17) Their names shall be enrolled on Professional Tax returns filed.

viii) Certified copy of partnership deed and power of attorney in case of firm tendering for the work (True copy attested by a Gazetted Officer)

ix) Proof of appointment of employees including technical personnel by way of valid professional tax registration certificate in form of PT/R/ under section (i) of section 5 of Maharashtra Sales Tax as profession, trade, callings and employment act 1975, rule 3 (2) from the professional tax office of the concerned district in Maharashtra. (duly attested by Gazetted office officer, Govt. of Maharashtra)

x) Sales tax registration certificated in form II, Rule 4 (1) as provided by Maharashtra State, Sales Tax Act (Maharashtra Act No XXVI of 1989) The Maharashtra Sales tax on transfer of property in goods involved in execution of works contract (RE-exacted Act 1989) from the sales tax department of Maharashtra State (in original or a copy duly attested by a Gazetted Office). A Zerox copy of valid VAT (Maharashtra Value Added Tax Act 2002) registration certificated from Maharashtra State Sales Tax Department thereof duly attested by the Gazetted officer.

xi) Tentative Programme of work in the form of Bar chart shall be submitted.

xii) The Contractor shall submit and affidavit regarding completeness, correctness and truth fullness of documents submitted for Technical Bid.

xiii) Income of partnership firm, attested copy of partnership deed, in case of company attested copy of memorandum and article of association and power of attorney shall be submitted

xiv) Details of works done during last three years with the Value of work unfinished. (Information to be given in Form No V on page no. 18)

xv) Even though the Bidder meet the above qualifying criteria they are subject to be disqualified if they have made:

Misleading of false representations in the forms, attachments submitted in proof of qualification requirement

xvi) Even though the Bidder meet the above qualifying criteria they are subject to be disqualified if they have made:

Misleading of false representations in the forms, attachments submitted in proof of qualification requirement

And/or

Record of poor performances such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history of financial failures etc.

Xvii) Assessment order (duly attested by Gazetted Officer) passed by Income Tax Department of A.Y. 2013-14 shall be enclosed.

2.8 Post Qualification Criteria

1) All bidders shall upload the following information and documents online for their Technical Bid Envelope.

- a) Copies of attested document defining the constitution or legal status, place of registration, and principal place of business, written power of attorney of the signatory of the bid to commit the bidder.
- b) Total annual turnover expressed as air conditioning work performed in each of the last 3 years (Financial year,2019-20,2020-21,2021-2022) Annual turnover certificate of the Contractor should be certified by Chartered Accountant which was submitted to Income Tax authority at the time of submission of their annual Income Tax Return.
- c) Experience in works of similar nature and details of works in hand and contractual commitments, clients who may be contacted for further information on those contracts.
- d) Major items of equipment purposed to be used to carry out the contract.
- e) Qualification and experience of key site management and technical personnel proposed to be deputed for the contractor should produce the proof appointment by way of valid professional Tax Registration Certificate in the specified Form I-A and II-A, of Maharashtra State Tax on Profession, Trade, Callings and Employment Act 1975, Rules 3(2) and 4(4) respectively, for employees including technical personnel from the professional Tax Officer of concerned district in Maharashtra (Government Format I-A, II-A and Professional Tax Clearance Certificate are enclosed). Contractor should submit Professional Tax Clearance Certificate from concerned Professional Tax Officer
- f) Evidence of adequacy of working capital for this contract i.e. evidence of access to lines of credit and availability of others financial resources, in support of this Contractor should submit Bank details for the last three years and necessary certificate from Chartered Accountant.
- g) Authority to seek references from the bidder's bankers.
- h) Information regarding any current litigation in which the bidder is involved, the parties concerned and disputed amount.

A) ENVOLOPE NO.2 : (Financial Bid)

RATE QUOTATION (Annexure A)

Note:

Bidder Must Be Download, Fill Rates and Uploaded in .pdf format.

And

BOQ (Bill Of Quantity)

Note:

This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only.

a) SUBMISSION OF TENDER:

For submission of tender, tenderer must complete the online bid submission stage as per online schedule of the tender. The tenderers should ensure that their tender is prepared online before the expiry of the scheduled date and time and then submitted online before the expiry of the scheduled date and time. No delay on account of any cause will be entertained. Offers not submitted online will not be entertained.

b) OPENING OF TENDERS

On the date specified in the tender notice following procedure will be adopted for opening of the tender

i) ENVELOPE NO. 1 : (Technical Bid Documents)

First of all, Technical Bid (Envelope No. 1) of the tender will be opened in the presence of tender opening authority through e-Tendering procedure to verify its contents as per requirements. If the various documents contained in this envelope do not meet the requirements of MFSCDC, a note will be recorded accordingly by the tender opening authority and the said tenderer's Commercial Bid (Envelope No 2) will be considered for further action but the same will be recorded.

The decision of the tender opening authority in this regards will be final and binding on the contractors.

ii) ENVELOPE NO. 2 (Commercial Bid) :

RATE QUOTATION (Annexure A)

Note:

Bidder Must Be Download, Fill Rates and Uploaded in .pdf format.

And

BOQ (Bill Of Quantity)

Note:

This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only.

2.12 EXAMINATION OF DRAWINGS AND SITE CONDITIONS:

The tenderer shall, in its own interest carefully examine the drawing, conditions of contract, specifications, etc. He shall also inspect the site and acquaint himself about the climate, physical and all other conditions prevailing at site, the nature, magnitude, special features practicability of the works, all existing and required means of communications and access to site, availability of housing and other facilities, the availability of labour and materials, labour camp site, stores and godowns etc. He shall obtain all necessary information as to the risk, contingencies and other circumstances which may affect and influence the tender. No claims on any of the above or any other factors will be entertained by the Government, should there be any discrepancy or doubt or obscurity, submit the same to the Deputy Engineer , MFSCDC for elucidation as soon as possible.

2.13 The tender submitted by the tenderer shall remain valid for a period of 90 days

The date of opening of Envelope No. 2 (Financial bid). Also see para 2 of General Rules etc. of contract form.

2.14 The Contractor (s) whose tender is accepted is required to note that no foreign exchange will be released by the MFSCDC.

2.15 Tenderers who do not fulfill or any of the conditions or are incomplete in any respect are liable to summary rejection.

2.16 Right to reject any or all tenders without assigning reasons therefore is reserved.

2.17 The notice inviting tender shall form part of the tender agreement.

2.18 The successful tenders will be required to produce to the satisfaction of the

specified concerned authority, a valid and concurrent license issued in his favour under the provisions of the Contract Labour (Regulations and Abolition) Act 1970, before starting the work. On failure to do so acceptance of the tender shall be liable to be withdrawn and Security Deposit fortified.

2.19 The tender consists of Civil work involved in this project.

2.20 ISSUE OF FORMS:

Information regarding contract as well as blank tender forms can be obtained on e-Tendering website on payment of cost as detailed in the N.I.T.

2.21 TIME LIMIT:

The work is to be completed within time limit which shall be reckoned from the date of written order of commencing the work and shall be inclusive of monsoon period.

2.22 TENDER RATE:

No alteration in the form of tender and the schedule of tender and no additions in the scope of special stipulation will be permitted. Rates quoted for the tender shall be taken as applicable to all leads and lifts.

2.23 TENDER UNITS:

The tenderers should particularly note the unit mentioned in the Schedule "B" on which the rates are based. No change in the units shall be allowed.

2.24 CORRECTION:

No corrections shall be made in the tender documents.

2.25 TENDER'S ACCEPTANCE:

Acceptance of tender will rest with the Managing Director, MFSCDC, who reserves the right to reject any or all tenders without assigning any reason therefore. The tenderer whose tender is accepted will have to enter in to regular agreement within 10 days of being notified to do so. In case failure on the part of the tenderer to sign the agreement within the stipulated time, the earnest money paid by him shall stand forfeited to the MFSCDC and the offer of the tenderer shall be considered as withdrawn by him

2.26 CONDITIONAL TENDER:

The tender who do not fulfill the condition of the notification and the general rules and directions for the guidance to contractor in the agreement form or are incomplete in any respect are likely to be rejected without assigning any reason therefore.

- a) The tenderers shall be presumed to have carefully examined the drawings conditions and specification of the work and have fully acquainted themselves with all details of the site, the conditions of weather and labour conditions and in general with all the necessary information and data pertaining to the work, prior to tendering for the work.
- b) The data whatsoever supplied by the MFSCDC, along with the tender documents is meant to serve only as guide to the tenderers while tendering and the MFSCDC accepts no responsibility whatsoever either for the accuracy of data or their comprehensiveness.

2.27 POWER OF ATTORNEY:

If the tenderers are a firm or company, they should in their forwarding letter mention the names of all the partners together with the name of the person who hold the power of attorney authorizing him to conduct all transactions on behalf of the body, along with the tender.

2.28 The tenderer may in the forwarding letter, mention any points he may wish to make clear but right is reserved to reject the same or the whole of the tenders if the same become conditional tender thereby.

2.29 The contractor or the firm tendering for the work shall inform the MFSCDC if they appoint their authorized agent on the work.

2.30 Any dues arising out of contract will be recovered from the contractor as arrears of Land Revenue if not paid amicably, moreover recovery of MFSCDC dues from the Contractors will be affected from the payment due to the Contractor from any other MFSCDC works under execution with them.

2.31 The tenderer shall sign and seal all pages of tender documents, conditions, specifications, corrections slips etc. The tender should bear full signature of the tenderer or his authorized Power of Attorney holder in case of firm and upload scanned copy of same.

2.32 The Income Tax @ 2.0% including surcharges or percentages in force from time to time or at the rate as intimated by the competent Income Tax authority shall be deducted from bill amount whether measured bill, advance payment or secured Advance.

2.33 The tenderer shall submit the List of apprentice engaged by the Contractor Under Apprentice Act.

2.34 The rate quoted should be inclusive of all taxes/duties.

2.35 The statutory changes will be applicable as and when required.

2.36 The billed invoice shall specifically mention GST separately and clearly.

2.37 Rs. 15,000 /- will be earnest money deposit to be payable by the bidder only online payment.

2.38 **VALIDITY PERIOD :**

The offer shall remain open for acceptance for minimum period of 90 days from the Date of opening the Envelope No. 2 (Financial Bid) and thereafter until it is withdrawn by the contractor by notice in writing duly addressed to the authority opening the tendered and sent by Registered Post, acknowledgement due.

NAME OF THE CONTRACTOR

(I) WORKS IN HAND

Sr No.	Name of the Work	Agreement No	Tendered Amount	Date of Commencement	Stipulated date of completion	Value of work already done (Rs. In lakhs)	Value of balance work (Rs. In lakhs)	Probable date of completion	Remarks
1	2	3	4	5	6	7	8	9	10

(I) WORKS TENDERED FOR

Sr. No	Name of Work	Name and Address of Client	Tendered Amount (Rs. In Lakhs)	Time Limit	Probable Date when decision expected	Other relevant details if any

Note:- This will be an online form and will be made available to bidders on the website during the preparation stage. Bidders will fill the required information in this form, online only.

FORM NO . - II

List of Plant and Machinery immediately available with the Tenderer for the work.....

Sr No	Name of equipment	No.of Units	Kind and make	Capacity	Age and Condition	Present location	Remarks
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This will be online form and will be made available to bidders on the website during bid preparation stage. Bidders will fill the required information in this form, online only

FORM NO . - III

**DETAILS OF WORK SIMILAR CARRIED OUT BY
CONTRACTOR**

Sr No	Name of work	Name and Address of the organisation for whom the work was done	Place and Country	Agreement No	Date of commencement	Tendered cost	Total cost work done	Date of completion	Principal features in brief
1	2	3	4	5	6	7	8	9	10

CONTRACTOR

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DY. ENGINEER (ELEC)

This will be online form and will be made available to bidders on the website

Note:- during

bid preparation stage. Bidders will fill the required information in this form, online only

FORM NO . - V

Statement showing work done in all classes of similar type of Works during last three years

Sr. No.	Name of work	Amount put to tender/tendered cost	Agreement No	Date of commencement	Amount of work done during last Three years			Amount of work still remaining to be executed
					2019-20	2020-21	2021-22	
1	2	3	4	5	6	7	8	9
Grand Total					_____			

Conditions of Contracts

The Managing Director, MAHARASHTRA FILM, STAGE AND CULTURAL DEV. CORP. LTD., Dadasaheb Phalke Chitra Nagri, Goregaon (East), Mumbai - 400 065 invites sealed tenders for Comprehensive Annual Maintenance Contract (AMC) for the Window & Split A.C units.

Tender document with specifications and terms & conditions can be obtained from the website.

Cost of Blank Tender : Rs.3,000/- (Non Refundable)

Earnest money Deposit : Rs.25,000/-

The Managing Director, MAHARASHTRA FILM, STAGE AND CULTURAL DEV. CORP. LTD., reserves the right to reject any and all of the tenders without assigning any reasons thereof.

1. Quotations addressed to The Managing Director, MAHARASHTRA FILM, STAGE AND CULTURAL DEV. CORP. LTD., Dadasaheb Phalke Chitra Nagri, Goregaon (East), Mumbai - 400 065, should be submitted in sealed cover scribing "Quotation for Comprehensive Annual Maintenance Contract (AMC) for the window and split A.C. Units.
2. The agency should have complete technical ability to maintain Window & Split A.C units.
3. The Company should be able to provide complete maintenance including Hardware, software & spare parts with them.
4. The quotations will be valid for a period of 90 days from the date of opening.
5. The Corporation reserves the right to assign / withdraw any numbers from maintenance at any time during the contract period without assigning any reason. Charges for maintenance assigned / withdrawn from maintenance will be paid on a pro-rata basis.
6. Preventive maintenance (dry and wet) of each machine should be carried out on a monthly basis.
7. A skilled mechanic with knowledge of Window & Split A.C units is to be provided for attending all types of breakdowns.
8. Payment will be paid quarterly on completion of the maintenance.

9. No advance will be paid.
10. A list of organizations where the vendor is presently maintains air conditioners may be furnished with years of experience in this field.
11. Annual Comprehensive maintenance charges will include labor, preventive maintenance, diagnosis of faults, change of spare parts with new one required to be replaced out etc.
12. The machines can be inspected on any day.
13. Corporation reserves the right to reject any & all of the tenders without assigning any reasons whatsoever.

Managing Director.

DOCUMENTS TO BE ATTACHED .

1. Income Tax Returns (ITR-6) & Audited Balance Sheet for FY 2019-20, 2020-21, 2021-22
2. EMD of Rs.25,000 in favour of MFS&CDC Ltd. online mode only.
3. List of Similar Jobs Carried out.
4. Attested Copy of GST registration.
5. Evidence of adequacy working capital for this contract. Contractor should submit necessary certificate from Chartered Accountant.
6. Authority to seek references from bidders bankers.
7. Information regarding any current litigation in which the bidder is involved, the parties concerned and disputed amount.

Even though the Bidder meets the above qualifying criteria they are subject to be disqualified if they have made misleading or false representations in the forms attachments submitted in the proof of qualification requirement.

GENERAL CONDITIONS

A. PRECAUTIONS FOR THE CONTRACT

- I. Contractor has to inspect the system before contract to ensure that, machinery is in working condition and has to maintain the system during the period of the contract as per the existing design in safe manner by adopting all precaution & observing safety rules in force.
- II. The contractor shall have to attend to the faults, breakdowns & emergency calls throughout the 24 hours of the day on all days through his skilled staff and restore the system at the earliest.
- III. Skilled staff has to be deputed whenever needed, & in case of emergency / contingency intimation will be given by the Dy. Engineer (Elect) and will have to be attended immediately.
- IV. Period of contract shall be for 1 year at the sole discretion of the Corporation.
- V. The contractor shall have to mention & declare service center with phone number or other facilities round the clock to be contacted mention during breakdown & emergency.
- VI. The staff attending the plant should comprise of at least two persons who should be regular attendants & thoroughly acquainted with the system.
- VII. The Sub-Contracting of repairs & maintenance of AC plant is not allowed and if it is to be done in extraordinary case, prior permission of the Corporation in writing is required.
- VIII. Government levies & taxes will be added to the amount payable, whenever required.

B. SCOPE OF WORK

- I. Contractor must be thoroughly conversant with the system, its parts & operations of the system.
- II. Complaint register will be maintained by Engineer-in-charge at site office & same has to be noted invariably by the Contractor or his authorized representative, to avoid Complications & inconvenience occurring mainly because of communication gap.
- III. In respect of termination of contract, alteration or modification in any of the conditions, the Corporation reserves all rights for terminating, making additions and alteration or modifying the Contract in the interest of the Corporation without assigning any reason thereof.
- IV. In case of Fatal or Non-Fatal accident occurring in the plant to the workers, (during maintenance of system) the department will not be liable to pay any compensation and it will be the duty of the Contractor to observe all concerned Acts & Rules with respect to his laborers or employees including Insurance of persons attending the plants.
- V. Bills will be prepared after every quarter as agree proportionally & bill will be paid as early as possible according to the availability of funds.
- VI. The contractor shall have to provide identity cards to his workers showing the name & the designation of the person. Required persons shall have to be kept at the service center or at the concerned site for attending the break down calls at any time.
- VII. Service report has to be maintained by the contractor at site in consultation with the Site Engineer.
- VIII. Challan / Inspection note with completion report shall be maintained in duplicate by the contractor mentioning all work details & to be signed by the contractor's representative & site in charge by handing over one copy to site in charge.

- IX. Periodical visits at least twice in one month shall have to be made with respect to Work order schedule for regular servicing & inspection and repairs if any required.
- X. The contractor shall obtain the signature of Engineer in charge or the Officer Present after attending break down calls & inspection/servicing each time. All works should be carried out with the knowledge of Engineer in Charge.
- XI. Till comprehensive contract covers work of replacement of unserviceable / defective operational parts, moving parts, switchgear related in the system, control & control cables & switchgears all electronic parts, starter cards, relays, flow switches, heaters and all related machineries including accessories.
- XII. The contractor has to maintain cleanliness while working on the respective systems follows sufficient safety ethics & ensure politeness in behavior by him & his staff.

C SUPPLY OF MATERIAL

- I The tools & material plants including ladders & special equipments required for maintenance/measurements shall have to be supplied to his workers by the contractor.
- II. All types of consumbles items Like Refrigerant Gas, Acetylene , oxygen, nitrogen, cotton wool, soap,,

grease, fuses, wire, diesel oil, insulation tape, screws, nut bolts etc. for preventive maintenance shall be supplied to his workers by the contractor.

- III. All material to be used shall be ISI Marked, similar to the existing system. And the material for which ISI specification is not available shall be approved by Engineer in Charge but in no case it shall be Inferior to the one existing. The make and specifications of such parts shall be the same as originally specified.
- IV. The contractor shall have to ensure that stock of all material required should be maintained by him all the time. The contractor should keep stock of material elaborated as the major and frequently replaceable parts in spare at the service center, so that they are easily available at the time of need and the list of the same should be provided by the contractor to Dy. Engineer by the first week of every month.
- V. On the expiry of the contract, the contractor shall keep the plant in perfect condition with all defective parts replaced suitably.
- VI. The major items or equipments required in case of failure / breakdown should be made available within 24 hours of break down.

D PENALTY CLAUSE

- I. The unattended call, after a period of 24 hours of the call shall be treated as unsatisfactory progress of work & minimum penalty of Rs.1000/- per day will be imposed & deducted through bill for the total number of days till the call is finally attended to by the Contractor. Similar after second written reminder if complaint / defect is not attended to rectified necessary work will be carried out through other agency at the risk & cost of the Contractor AND necessary recoveries will be affected as per rules & regulations.

II.

Similarly over & above the minimum penalty of Rs.1000/- per day or the actual loss per day to the Corporation whichever is higher, an appropriate amount to be decided by the Managing Director of the Corporation will be imposed against inconvenience caused by user department and because of loss of revenue through delay by the Contractor in repairs and maintenance for which the right of deciding amount will be reserved by the Managing Director of the Corporation.

E TERMINATION CLAUSE

- I. The Contract can be terminated at any time due to non-satisfactory services for which the right of deciding will be reserved by the Managing Director Of the Corporation.

LIST OF WINDOW A.C. UNITS

SR. NO.	LOCATION	TON CAPACITY	Numbers
01.	Studio no.16 Make-up-room	1.5 Ton	11 nos
02.	Studio no.5 & 6 Make –up-room	1.5 Ton	8 nos

Dy. Engineer (Electrical)

LIST OF SPLIT A.C. UNITS

SR.NO.	LOCATION	TON CAPACITY	Numbers
01.	M.D. Cabin	1.5 Ton	5 no
02.	Jt.M.D. Cabin	1.5 Ton	2 no
03.	F.A.&C.A.O. cabin	1.5 Ton	2 no
04.	PRO Room	3.0 Ton	1 no
05.	Studio Manager	1.5 Ton	1 no
06.	Asst. Studio Manager Room	1.5 Ton	1 no
07.	C.A.O. Cabin	1.5 Ton	1 no
08.	Server Room	1.0 Ton 1.5 Ton	1 no 1 no
09.	Studio Office	1.5 Ton	3 no
10.	Hi-Tech Studio Make-up-room	1.5 Ton	9 nos
11.	Studio Lobby	1.5 Ton	2 no
12.	Auditor Room	1.5 Ton	1 no
13.	I.A.O	1.5 Ton	1 no
14.	Dy. Engg (Civil)	1.5 Ton	1 no
15.	Dy. Engg (Elect)	1.5 Ton	1 no
16.	PA to MD	1.5 Ton	1 no
17.	Telephone Exchange	1.5 Ton	1 no
18.	MD Bunglow (Garden)	1.5 Ton	6 nos
19.	Jt. MD Bunglow	1.5 Ton	1 no
20.	Stores Section	1.5 Ton	1 no
21.	Single window Section	1.5 Ton	2 no
22.	Administrative Office	5.5 Ton (Scroll Compressor)	2 nos
23.	Hospital Location, make room	1.5 Ton	08 nos
24.	Duftari room	1.5 Ton	1 no.
25.	Conference Room	1.5 Ton	5 no.
26.	Gymkhana	1.5 Ton	5 no.

Dy.

Engineer (Electrical)

Comprehensive Annual Maintenance Contract for window and Split A.C units

Sr.no.	Description of Air conditioners	Quantity	Unit	RATE Per Year	Amount
01.	Providing comprehensive yearly maintenance contract for ductable Split air conditioner 5.5 ton capacity (Scroll Compressor)	02	nos	7700/-	15400/-
02.	Providing Comprehensive yearly maintenance contract for window model type room air conditioner suitable for operation on 230/250 Volt supply 50 cycle single phase A.C. supply 1.5 Ton capacity	19	nos	7533/-	143127/-
03.	Providing comprehensive yearly maintenance contract for Multi split air conditioner 3.0 ton capacity	01	nos	9804/-	9804/-
04.	Providing comprehensive yearly maintenance contract for Split air conditioner 1.5 ton capacity	62	nos	7533/-	467046/-
05.	Providing comprehensive yearly maintenance contract for Split air conditioner 1.0 ton capacity	01	nos	6788/-	6788/-
				Total 6,42,165/- 18% GST ± <u>1,15,590/-</u> Gr. Total 7,57,755/-	

I/We agree to quote _____above/ below the estimated cost.

Contractor

Dy.Engineer(Elect)