

**Office of the Director General of Audit(Central),  
Telangana, Hyderabad**

**DGA(Central)/OE/2017-18/3**

**Date: 27.03.2018**

**Limited Tender Notice for procurement of Split/Cassette Air conditioners**

Office of the Director General of Audit(Central), Hyderabad invites sealed tender from reputed Prime Equipment Manufacturers/ Authorized Distributors/Dealers for the Supply, Installation, Testing & Commissioning of Split & Cassette Air Conditioners in their office at Hyderabad.

The details are summarized below:-

a)	Name of the Project:	Supply, Installation, Testing & Commissioning at site of Split & Cassette Air Conditioners with required specifications as mentioned in <b>Annexure-A</b> .
b)	Pre-Qualification Requirement (PQR) of Tenderer	<ul style="list-style-type: none"><li>• The Tenderer in case of Prime Equipment Manufacturer shall be engaged in manufacturing, supplying, Installation, Testing &amp; Commissioning of Cassette and Split Air Conditioners with same or higher specification for at least last 2 years and shall submit a self-declaration on their letter-head, in this regard along with the tender.</li><li>• The tenderer in case of Authorized Distributor/ Authorized Dealer shall be engaged in Supply, Installation, Testing &amp; Commissioning of Cassette and Split Air Conditioners with same or higher specification for at least last 2 years and shall submit a self-declaration on their letter-head, in this regard along with the tender.</li><li>• The tenderer in case of Authorized Distributer / Authorized Dealer shall submit a letter of authorization from prime manufacturer, indicating that their unit is authorized to sell the product, along with the tender documents.</li></ul> The other requirements of Tenderer are placed at <b>Annexure-B</b> .
c)	Earnest Money Deposit along with Tender	Rs.40,000/- (Rupees Forty Thousand only) as EMD in the form of Cheque/D.D. in favour of Sr.AO(Bills), O/o. the Director General of Audit(Central) payable at Hyderabad shall be submitted along with the Bid envelope while submitting the tender.
d)	Last date of submission of tender	The complete and duly filled in tender in a sealed envelope super-scribed as "Tender for the purchase of Cassette/Split Air Conditioners", shall be received by 10 April 2018 up to 3:00 PM (sharp) at the Office of the Director General of Audit(Central) payable at Hyderabad
e)	Date of opening of Bid	The envelope containing bid will be opened on 11 April 2018 at 3:00 PM, in the chambers of Senior Audit Officer (Admn.), Office of the Director General of Audit(Central), Hyderabad

Note: In case of any further details required, the same can be collected from the Office of the Director General of Audit(Central), Hyderabad from **26.03.2018 to 10.04.2018** (except Saturday & Sunday) between 9.15 am to 05.45 pm.)

## **INSTRUCTIONS TO THE TENDERERS**

The Tender shall be submitted in accordance with these instructions and any tender not confirming the instructions as under is liable to be rejected.

These instructions shall form the part of the tender and contract.

1. The intending Tenderer, in case of Prime Equipment manufacturers shall submit a self-declaration on their letter-head, along with the tender documents, confirming that they are regular in manufacturing, supplying, installing, testing & commissioning the similar equipment, from last 2 years.
2. The intending Tenderer, in case of Authorized Distributor / Authorised Dealer shall possess valid authorized Distributorship / Dealership license from Prime Equipment manufacturers. The tenderer shall enclose the copy of the same in the bid while submitting the tender.
3. The person signing the tender form or any other documents forming part of the contract on behalf of the Tenderer shall be deemed to warranty that he has authority to bind the Tenderer. If subsequently comes to light that the person so signed had no authority to do so, Deputy Director (Admn.) may without prejudice to any other civil & criminal remedies cancel the tender and hold the Tenderer liable for all costs, charges and damages.
4. The tender must be placed in a properly sealed envelope addressed to Deputy Director (Admn.), Office of the Director General of Audit(Central), Hyderabad.
5. The envelope must be super-scribed "Tender for the purchase of Cassette and Split Air Conditioners" with tender inquiry number and its due date.
6. The tender should reach the office of Deputy Director (Admn.), Office of the Director General of Audit(Central), Hyderabad on or before 10.04.2018 upto 3.00 pm.
7. The tenders will be opened at Chamber of Deputy Director (Admn.) at 3:00 PM. The Tenderer or their authorized representative (One person only) may be present at the time of opening of the tender.
8. The tender shall be completed in all respect and should be signed with date by the Authorized Signatory of Tenderer with company stamp on all the pages of this tender.
9. The Earnest Money Deposit of Rs.40,000/- (Rupees Forty Thousand only) by way of Cheque/ D.D. drawn in favour of 'Sr.AO (Bills), Office of the Director General of Audit(Central), Hyderabad' shall be submitted along with tender documents. No cash towards EMD shall be accepted. The tenders without EMD will be rejected.
10. The equipment shall be in compliance to the specifications mentioned in Annexure- A of the tender and shall be of the latest technology, best quality and high standards.
11. Any optional Accessories/ Tooling, besides the standard equipment recommended for the better performance of the equipment, if offered, may be provided with their full technical details including their use and advantage in a separate sheet with the tender documents. Warranty period, if applicable, should be specified for these.
12. All the columns of the tender shall be duly, properly and exhaustively filled in. Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender. The rates and units shall not be overwritten. The financial part in the bid shall always be both in figures and words. In case of discrepancy in words or figures, the amount written in figure will be treated as final.
13. No extra payment shall be paid on account of any discrepancy in nomenclature of items. The Tenderer shall seek clarifications if any before submitting the tender.

14. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any Tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
15. Deputy Director (Admn.), Office of the Director General of Audit(Central), Hyderabad reserves the right to reject any tender/ bid wholly or partly without assigning any reason.
16. The Purchase Committee constituted by the Director General of Audit(Central) shall have the right to verify the particulars furnished by the bidder independently.
17. The Tenderer shall be agreed that the rates submitted shall remain valid for acceptance for a period of 180 days from the date of opening of the tender.
18. Tenderer shall take into account all costs including installation, commissioning, cartage etc. for giving delivery of material at site i.e. Deputy Director (Admn.), Office of the Director General of Audit(Central), Hyderabad before quoting the rates. In this regard no claim for any extra payment for any reason shall be entertained.
19. The material shall be inspected on receipt at site by Deputy Director (Admn.), Office of the Director General of Audit(Central), Hyderabad and supplier shall be responsible for any damage during the transit of goods.
20. All the communication with respect to the tender shall be addressed to:  
**Deputy Director (Admn),  
Office of the Director General of Audit(Central)  
Telangana, Hyderabad, 500-004.**
21. In the event of any dispute the legal matter shall be subjected to the jurisdiction of Hyderabad Court only. We confirm with our acceptance to the instructions (S.No-1 to 20 above) as given above.

TENDERER'S NAME & SIGNATURE WITH SEAL

Note for Tenderer: - Duly signed page no. 2 to 3 of this tender document i.e. "Instructions to the Tenderer" shall be duly signed & placed in the bid, as a part of tender documents.

## **COMMERCIAL AND GENERAL TERMS & CONDITIONS**

Nature of Goods/ Equipments: For Supply, Installation, Testing & Commissioning of Split/Cassette Air Conditioners with specifications mentioned in Annexure –A

### **1. Scope of Supply:**

- a) The tenders shall be submitted as per the technical specifications enclosed in **Annexure-A**.
- b) Sealed tenders should be submitted in the prescribed form and should be addressed to the Deputy Director (Admn.), O/o. the Director General of Audit(Central), Hyderabad. The envelope should be super-scribed as “Tender for the purchase of Cassette/Split Air Conditioners” with inquiry no. and its due date. The authorized person of the Tenderer should sign the tender documents.
- c) The Tenderer is free to inspect the installation location in the premises of Office of the Director General of Audit(Central), Hyderabad before submitting the quotes.
- d) The rates quoted against this tender shall be valid for a period of 180 days from the date of opening of the tender.
- e) Submission of the tender implies that these conditions of tender have been read by the Tenderer and is aware of the scope of the supply and the quality of the material to be supplied. **The final acceptance of the tender rests with the Director General of Audit(Central), Hyderabad** who reserves the right to accept or reject any or all tenders without assigning any reason thereof.

### **2. Submission of tender:**

- a) The tender received within the stipulated date and time will be opened at the Deputy Director (Admn.), Office of the Director General of Audit(Central), Hyderabad in the presence of available tenderers or their authorized representative (one person only), on the date and time mentioned in the Notice Inviting Tender.
- b) Tenders received in open covers / letters / fax / telegram / email will not be considered.
- c) The tenders received after the stipulated date and time or tender received with conditions will not be accepted. Tenders not submitted in the prescribed form will be rejected. Tenders which propose any alternations in the conditions specified will be rejected.

### **3. Offers ready stock/ Subject to prior sale:**

- a) Offers from ready stock are preferred. In case the offers are subject to prior orders, the Tenderer shall indicate the period within which the ordered quantity will be supplied. The Tenderer shall note that in case tenderer fails to supply within the period of delivery indicated in the said tender, penalty at the rate of 1% of value of the order, per week of delay subject to maximum of 20% of the order value will be levied.
- b) The successful Tenderer shall, within 5 days from the date of receipt of communication of acceptance of quotes from the Deputy Director (Admn.), O/o. the Director General of Audit(Central), Hyderabad shall intimate his acceptance of the order. The successful Tenderer shall complete supplies strictly as per the accepted delivery period.

### **4. Guarantee of Quality and Warranty of goods supplied:**

- a) The equipments offered shall conform to the specifications as given in tender/order and shall be guaranteed against defective design, defective quality material supplied,

manufacturing defects etc. for a minimum period of 12 months from the date of supply of Cassette/Split Air Conditioners.

- b) The Tenderer have right to offer warranty more than 12 months from the date of supply of Cassette and Split Air Conditioners and this aspect would certainly be taken into consideration.

#### **5. Packing:**

- a) The supplier shall provide packing of the goods, as is required to prevent their damages or deterioration during the transit to their final destination as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit.
- b) The equipment shall be securely boxed, crated and protected from mechanical damage, moisture etc. suitable for both storage and transit according to the nature of the material and mode of transport.

#### **6. Price:**

- a) The price shall be firm and shall include all applicable taxes. Any variation in the taxes duties, levies etc. during the period of supplies shall be to the Tenderer account. The rates quoted shall be all inclusive, with the delivery, up to destination i.e. Office of the Director General of Audit(Central), Hyderabad. The price shall be quoted both in figures and words.
- b) The Tenderer shall submit the copy of IT Returns for the last 3 years, PAN Number and TIN Number registration details along with the tender.

#### **7. Delivery:**

- a) The successful tenderer shall complete supplies strictly within the accepted delivery period. Material ordered by the O/o. the Director General of Audit(Central), Hyderabad shall be delivered FOR destination securely packed as may be necessary.
- b) The Equipments shall have to be delivered at and installed at, Office of the Director General of Audit(Central), Hyderabad and to be operationalized to the satisfaction of the Deputy Director (Admn.).
- c) Installation & Commissioning of Cassette/Split Air Conditioners shall have to be carried out free of charge at Office of the Director General of Audit(Central), Hyderabad. The comprehensive catalogue which includes instructions for Operation, Maintenance, Trouble shooting & all other areas which are necessary for smooth functioning of equipment, shall be provided along with the equipment by Tenderer.

#### **8. Payment:**

- a) The 80% payment will be made by the Deputy Director (Admn.), O/o. the Director General of Audit(Central), Hyderabad by account payee cheque for which the tenderer shall send bills in duplicate (original + copy) giving the reference number of the Supply Order along with copies of delivery note. The tenderer shall submit the documents which shall clearly indicate that the Proper Installation, Commissioning & successful testing of Equipment is done and the said document shall be duly acknowledged by the Deputy Director (Admn.).
- b) The balance 20% payment of total bill value will be released to supplier after completion of 30 days period & submission of warranty document & operating instructions etc.

## **9. Earnest Money Deposit:**

- a) It shall submit the offer along with Earnest Money Deposit (EMD) for Rs. 40,000/- along with the tender documents either by way of Cheque/DD drawn in favour of 'Sr. AO(Bills), Office of the Director General of Audit(Central), Hyderabad' payable at Hyderabad.
- b) Tender is liable to be rejected in case EMD at prescribed rate is not furnished along with the tender.
- c) Any request by the bidders to consider their EMD furnished by them to the Deputy Director (Admn.), O/o. the Director General of Audit(Central), Hyderabad for any other contract/ tender cannot be considered as EMD for this tender.
- d) The EMD will be returned to the unsuccessful bidders soon after the orders are placed on the successful bidder. In case of successful bidder, the bidder has to submit DD for Rs.2,00,000/- (Rupees Two lakhs only) towards Security Deposit, the same will be returned after completion of one year from the date of installation and commissioning of the ACs. After receipt of the Security Deposit Rs.40,000/- EMD will be returned to the successful bidder.
- e) The EMD will be forfeited in following cases:
  - I. If the bidder fails to accept the order based on his offer (bid) and within the prescribed time.
  - II. If the bidder fails to supply the material with specifications in compliance to as mentioned in Annex. – A
  - III. If the bidder fails to supply within a period of 20 days.

## **10. Service Facility:**

1. In order to ensure proper and timely after sales service, contact details with addresses of service centre nearest to Hyderabad shall be provided along with the bid.
2. The successful tenderer shall co-ordinate with the CPWD (Electrical and Civil) authorities at the time of installation.

## **11. Claims:**

- a) If the material supplied are found to be off size and shape different than those in the accepted offer and are of specifications lower than those stipulated in the accepted offer, the Deputy Director (Admn.), O/o. the Director General of Audit(Central), Hyderabad shall have right to totally reject the goods and/or to prefer a claim for compensation for the part of goods, which are rejected. The supplier shall reimburse to the Deputy Director (Admn.), O/o. the Director General of Audit(Central), Hyderabad, the actual expenditure incurred, on such goods, within 15 (fifteen) days of its demand.
- b) The supplier shall be responsible for arranging the rejected goods to be removed at his cost from the Deputy Director (Admn.), O/o. the Director General of Audit(Central), Hyderabad premises.
- c) The supplier shall also compensate for losses, if any, sustained by the Deputy Director (Admn.), O/o. the Director General of Audit(Central), Hyderabad due to defective packing and/or wrong marking of the goods.

Signature of the Tenderer with seal

Note for Tenderer: - Duly signed page no. 4 to 6 of this tender document i.e. "Commercial & General Terms & Conditions" shall be duly signed & placed in the bid, as a part of tender documents.

**(Undertaking from Tenderer)**

To  
Deputy Director (Admn.),  
Office of the Director General of Audit(Central),  
Telangana,  
Hyderabad.

Sir,

Nature of Goods/ Equipments:	For Supply, Installation, Commissioning & Testing of Cassette/Split Air Conditioners.
------------------------------	---

Dear Sir,

**HAVING EXAMINED AND PERUSED THE FOLLOWING DOCUMENTS**

1. Notice Inviting Tender
2. Instruction to The Tenderer
3. Commercial & General Terms & Conditions
4. Technical Specifications of items (Annexure-A) for which tender issued
5. Annexure – B( Details of Technical & Pricing Requirements)

I/We ..... do hereby submit tender in prescribed formats for Supply, Installation, Testing & Commissioning of Cassette/Split Air Conditioners to Deputy Director (Admn.), Office of the Director General of Audit(Central), Hyderabad completed in all respects in accordance with the conditions applicable.

If this tender is accepted, I/We agree to abide by and fulfil all the terms and conditions in the tender documents

I/We hereby distinctly and expressly declare and acknowledge that before the submission of this tender, I/We have carefully followed the instructions and I/We have understood the existing system of supply in the O/o. DGA (CENTRAL), Hyderabad, including the scope and nature of duties expected from the Tenderer.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the O/o. DGA (CENTRAL), Hyderabad based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.

Any notice required to be served on me/us shall be sufficiently served on me/us by post (registered or ordinary) or courier or left at my/our address furnished herein. I/We fully understand the terms and conditions in the tender documents.

Dated this.....day of.....2017

Name of the Tenderer/s:

Seal:

Authorized Signatory:

With complete address, phone/fax numbers

Note for Tenderer: - Duly signed page no. 07 to 14 of this tender document i.e. "Undertaking for tenderer" shall be duly signed & placed in the bid, as part of tender documents.

**ANNEXURE-A**

**Technical Specifications for the Supply, Installation Commissioning & Testing of Split Air Conditioners**

	<b>Sl. No</b>	<b>Qty</b>	<b>Min Specifications</b>	<b>Make</b>
PART -A	1.		Supply, installation, testing and commissioning following capacity Air cooled <b>Cassette type</b> air conditioner having micro processor based temperature control with one Indoor unit comprising with evaporating cooling coil, expansion valves, blower, blower motor air cooled condenser & one out door unit comprising of suitable type & capacity compressor operated with R-22 refrigerant gas, in built controllers like contactors for compressors & motors, in built over load protectors, condenser fan with motor and all required accessories suitable to work on three/single phase, AC supply complete with all other required accessories as required.	
	2.	08	4 TR Cassette type AC unit (5 star) having nominal cooling capacity not less than 48000 Btu/H & Nominal air flow not less than 1500 CMH, with Twin Rotary/Reciprocating/scroll compressor to work on 415 V, 50Hz, three phase, AC supply complete as required.	Voltas
	3.	03	2 TR Cassette type AC unit (5 star) having nominal cooling capacity not less than 24000 Btu/Hr & Nominal air flow not less than 900CMH, with Rotary/Reciprocating / scroll compressor to work on 230V, 50Hz, single phase, AC supply complete as required.	Voltas
	4.	01	Supply installation, testing and commissioning of 1.5 TR BEE 5 star rated split type Airconditioner units with rotary compressor (R-22 refrigerant) nominal cooling capacity (Kcal/Hr.) (KW) 4500(5.2), minimum room air flow (Cum/hr.) 700, EER(W/W) 3.30 minimum, complete as per DGS&D rate contract etc., as required.	Voltas
	5.	02	Supply installation, testing and commissioning of 1.0 TR 5 star rated split type Airconditioners units with rotary compressor nominal cooling capacity (Kcal/Hr.) (KW), complete as per DGS&D rate contract etc., as required.	Voltas

--	--	--	--	--

	Sl. No	Qty	Min Specifications	Make
PART -B	6.		Providing and fixing following size soft drawn Copper refrigerant pipe having wall thickness not less than 0.7mm/ 22SWG alongwith all accessories, bracing necessary supports wherever required including providing thermal insulation with 9mm thick micro cellular closed cell nitrile rubber in preformed tubular section of class 1 type complete as required. <b>(for cassette units)</b> ( 1/2" dia, 3/4" dia, 3/8" dia, 5/8" dia).	50 mtrs (ISI brand)
	7.		Supplying and fixing of following sizes hard PVC conduit alongwith accessories as drain pipe with 9mm thick nitrile rubber in preformed tubular section in surface / recess as required (for cassette units) 25mm dia.	70 mtrs (ISI brand)
	8.		Supply and laying of armoured control cum transmission wiring between indoor and outdoor units of size 4C x 1.5 sq mm copper wire on surface etc complete required.	60 mtrs (ISI brand)
	9.		Supply and laying of armoured control cum transmission wiring between indoor and outdoor units of size 3C x 1.5 sq mm copper wire on surface etc complete required.	10mtrs (ISI brand)

*Note: Voltas only*

**ANNEXURE-B**

**Office of the Director General of Audit(Central)  
Hyderabad-500 004**

**FORMAT & REQUIREMENTS FOR SUBMITTING TECHNICAL & PRICE  
DETAILS IN THE BID**

1. Tender Ref. No: .....
2. Name of Tenderer: .....
3. Complete office address of Tenderer.....
4. Contact details of authorized person of tenderer who have signed the tender.
  - a. Name.....
  - b. Designation.....
  - c. Phone (Office).....
  - d. Phone (Mobile).....
  - e. E mail.....
5. PAN Number of supplier (copy to be enclosed).....
6. TIN registration number of supplier (copy to be enclosed).....
7. Opening date & time: .....
8. Due date & Time of submission: .....
9. EMD i) Payment details.....  
Or ii) Registration Certificate No. ....  
(Copy of registration certificate enclosed)
10. Delivery period after receipt of order from O/o. the DGA (Central), Hyderabad:  
..... (number of days)
11. Warranty Period..... ( number of months/years from the date of supplies)
12. Documents - Details to be enclosed with the bid areas under:
  - a. In case the indenting is Prime Equipment Manufacturer, tenderer shall give a self-declaration on their letter-head, confirming that they are regular in manufacturing & supplying the similar equipments from last 2 years and has capacity & capability to execute the tender independently, in compliance to the terms & conditions contained in Tender documents.

**OR**

In case the indenting tenderer is Authorized Distributor / Authorised Dealer, they shall have to possess valid authorized Distributorship / Dealership license from prime manufacturer for supplying, installing, commissioning the similar equipment for last two year. The copy of the same shall be enclosed along with the bid of tender.

- b. Details of buyers to whom the similar supplies completed during the last two year i.e. Supply, Installation, Testing & Commissioning of Split Air Conditioners. The detail shall be submitted as per the format placed under:
  - a. Name of work/ Project location/ procurement office details:
  - b. Scope of work:
  - c. Name/ Address / Telephone number of officer to whom reference, if required, may be made.
- c. Complete Address with Telephone numbers and e-mail address of after-sales service centers and Support Centers as far as possible near to O/o. DGA (Central), Hyderabad shall be provided.

- d. The Tenderer shall clearly confirm that the tender shall remain valid for acceptance for 180 days from the date of opening of the tender.
- i. The Tenderer shall attach the duly signed on each page of these tender documents as detailed under and place along with the tender.
  - ii. Instructions to Tenderers,
  - iii. Commercial & General terms and conditions,
  - iv. Undertaking from tenderer and,
  - v. Declaration by Tenderer
- e. The Tenderer shall furnish complete Technical details of machine /equipment /material in detail which they are intending to supply through this tender, in the format as placed under:

	Sl. No	Qty	Min Specifications	Make	Acceptance of Specifications by Tenderer
					Mention 'Yes' if match otherwise 'No'
P A R T -	1.		Supply, installation, testing and commissioning following capacity Air cooled <b>Cassette type</b> air conditioner having micro processor based temperature control with one Indoor unit comprising with evaporating cooling coil, expansion valves, blower, blower motor air cooled condenser & one out door unit comprising of suitable type & capacity compressor operated with R-22 refrigerant gas, in built controllers like contactors for compressors & motors, in built over load protectors, condenser fan with motor and all required accessories suitable to work on three/single phase, AC supply complete with all other required accessories as required.		
	2.	08	4 TR Cassette type AC unit (5 star) having nominal cooling capacity not less than 48000 Btu/H & Nominal air flow not less than 1500 CMH, with Twin Rotary/Reciprocating/scroll compressor to work on 415 V, 50Hz, three phase, AC supply complete as required.	Voltas	
	3.	03	2 TR Cassette type AC unit (5 star) having nominal cooling capacity not less than 24000 Btu/Hr & Nominal air flow not less than 900CMH, with Rotary/Reciprocating / scroll compressor to work on 230V, 50Hz, single phase, AC supply complete as required.	Voltas	
	4.	01	Supply installation, testing and commissioning of 1.5 TR BEE 5 star rated split type Airconditioner units with rotary compressor (R-22 refrigerant) nominal cooling capacity (Kcal/Hr.) (KW)	Voltas	

		4500(5.2), minimum room air flow (Cum/hr.) 700, EER(W/W) 3.30 minimum, complete as per DGS&D rate contract etc., as required.		
5.	02	Supply installation, testing and commissioning of 1.0 TR 5 star rated split type Airconditioners units with rotary compressor nominal cooling capacity (Kcal/Hr.) (KW), complete as per DGS&D rate contract etc., as required.	Voltas	

	Sl. No	Min Specifications	Qty	Acceptance of Specifications by Tenderer
				Mention 'Yes' if match otherwise 'No'
P A R T - B	6.	Providing and fixing following size soft drawn Copper refrigerant pipe having wall thickness not less than 0.7mm/ 22SWG alongwith all accessories, bracing necessary supports wherever required including providing thermal insulation with 9mm thick micro cellular closed cell nitrile rubber in preformed tubular section of class 1 type complete as required. <b>(for cassette units)</b> ( 1/2" dia, 3/4" dia, 3/8" dia, 5/8" dia).	50 mtrs	
	7.	Supplying and fixing of following sizes hard PVC conduit alongwith accessories as drain pipe with 9mm thick nitrile rubber in preformed tubular section in surface / recess as required (for cassette units) 25mm dia.	70 mtrs	
	8.	Supply and laying of armoured control cum transmission wiring between indoor and outdoor units of size 4C x 1.5 sq mm copper wire on surface etc complete required.	60 mtrs	
	9.	Supply and laying of armoured control cum transmission wiring between indoor and outdoor units of size 3C x 1.5 sq mm copper wire on surface etc complete required.	10mtrs	

- f. The Tenderer shall submit all supporting information with respect to the technical data, drawings or booklets of product. Any product brief, test certificates available may be enclosed.
- g. Any optional spares/ Accessories/ Tooling, if the tenderer feels are necessary for the better performance of the equipment, their technical details with respect to their use and

advantage, along with the price shall be given in the Bid. The warranty period should also be mentioned.

13. The offer with rates for the schedule of requirements of items, as elaborated under, to be submitted. Adhering to the format given below is a Pre-requisite for considering your quotations:

Item No.	Description	Quantity	Unit (in number/any other specify)	Unit Price (Rs.)	Total Amount (Qty. X Unit Price) (Rs.) Inclusive of all taxes, duties for delivery at O/o. DGA (Central)
1	Supply, Installation, Testing & Commissioning of Cassette and Split Air Conditioners (with details of specifications offered)				
2	Supply & Installation of Stand for outdoor unit				
3	Supply & Installation of 3 minute Relay Voltage Stabilizers (with details of specifications offered)				
4	Stand for Outdoor unit				
5	3 minute Relay Voltage Stabilizer				
6	Extra for gas copper pipelines beyond standard length for installation of above mentioned AC units using copper refrigerant pipelines i/c cutting, brazing, etc., complete with thermal insulation as required.				
7	Supply and fixing of following sizes of PVC conduit (Heavy duty) along with accessories in surface/recess including or cutting the wall and making good the same in case of recessed conduit as required (for drain pipe) 25 mm				
8	Supply and laying of armoured control cum transmission wiring between indoor and outdoor units of size 4C X 1.5 sq mm copper wire on surface etc complete required				
9	Supply and laying of armoured control cum transmission wiring between indoor and outdoor units of size 3C X 1.5 sq mm copper wire on surface etc complete required.				

Total				
-------	--	--	--	--

14. The Tenderer shall confirm, if any, optional Equipment / Accessories / Tooling / Additional spares are required for better performance, the item wise price shall be given in the format as under:

Item No.	Description of each item of optional Equipment/Accessories/ Tooling/ Additional Spares	Qty.	Unit (in number/ any other to specify)	Unit Price (Rs.)	Total Amount (Qty X Unit Price) (Rs.)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
<b>Total</b>					

15. The rate quoted above should be inclusive of basic price, statutory levies and taxes, duties, packing, forwarding & transportations etc. up to the site i.e. O/o. the DGA (Central), Hyderabad.

However, statutory levies and taxes, duties, packing, forwarding & transportations charges shall be indicated on a separate sheet. O/o. the DGA (Central), Hyderabad will not issue 'C' and 'D' forms.

16. Rates should only be quoted in the accounting units (A/U) mentioned in above format. Rates must be quoted clearly on free delivery basis at O/o. the DGA (Central), Saifabad, Hyderabad.

17. Any exemption of duties/taxes required should be indicated.

We hereby confirm that we have clearly understood the terms & Conditions as specified in the tender documents and agreed for the payment terms as specified in Para 9 of "Commercial and General Terms & Conditions" of this tender. Further confirm that we will abide all the terms & conditions as specified in the tender and agreed for the penalty to be imposed, in case of delayed supplies from our end as specified in Para 3 of "Commercial and General Terms & Conditions" of this tender.

Signature of the Tenderer with stamp

\*\*\*\*\*END OF TENDER DOCUMENT\*\*\*\*\*

**Chapter-6: Contract Form**

**Form of Agreement**

Articles of agreement made at Hyderabad this ..... day of ..... between the Deputy Director (Admn.), having his/her office at the Director General of Audit(Central), Andhra Pradesh &, Saifabad, Hyderabad - 500 004, herein after called “The Department” (which expression shall include its successors and assignors wherever the context or meaning shall so require or permit) of the one part and M/s. ...., having its office & establishment at Door No ..... , hereinafter called the “The Contractor” of the other part.

Whereas the Department is desirous of getting done the supply, installation and commissioning of Air Conditioners in the office premises.

AND whereas the Contractor has agreed to supply, install, commission, test of the new Air Conditioners of the required design and specifications subject to the terms and conditions set here with in the contract (all of which are collectively hereinafter referred to as the said conditions) at the cost of Rs. .... (Rupees ..... only) including all taxes, transportation, service charges, labour charges etc., the sum become payable for the actual quantity supplied hereinafter referred to as “The Said Contract Amount.”

**NOW IT IS HEREBY AGREED AS FOLLOWS**

1. The supply of the Air Conditioners, Installation, Testing and Commissioning with accessories will be made by the contractor as per the approved specifications and quantities.
2. Quantities (number, length, breadth etc.,) mentioned in the bid document are approximate and the payments will be regulated according to the actual quantities executed as per the unit rates quoted and accepted in the agreement.
3. Payments will be made as per the installations and to the satisfaction of the office after processing the bills within a reasonable time.
4. Contract shall be executed satisfactorily with modifications issued if any, within twenty days after issuing the work order.
5. Price quoted should be inclusive of all taxes, transportation, installation, labour charges etc.

6. The Department reserves the right to cancel the supply order at any later date having regard to the deficiency noticed in quality, quantity or any other aspects as the Department may deem fit and the decision of the Director General of Audit (Central), Andhra Pradesh, Hyderabad is final in this regard.
7. The contract should be executed as per the terms & conditions mentioned in the limited tender called-for and as per the approved work order.
8. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in Hyderabad and only the Courts in Hyderabad shall have jurisdiction to determine the same.

IN WITNESS WHERE OF the official seal of the Director General of Audit (Central) was thereto affixed and signed by the Deputy Director (Administration) on its behalf and an authorized signatory of the Contractor has signed this Agreement on the dates respectively mentioned against their signatures in the presence of the following witness. Signed and delivered by the Deputy Director (Administration) for and on behalf of the Director General of Audit (Central),, Hyderabad.

Place: .....

Date: .....

In the presence of

1. Signature

2. Signature

**Chapter-7: Other Standard Forms, if any, to be utilized by the purchaser and the bidders : Nil**

Sd/-  
Deputy Director (Admn.)

To

.....

.....

.....

**NIT Information Sheet**

Document Description	Air conditioners as depicted in Tender
Last date & time of submission of response to tender document	<b>10.04.2018 at 3:00pm</b>
Bid opening	<b>11.04.2018 at 3:00pm</b>
Validity of tender	Six months
Cost of Tender Document (non-refundable)	Nil
Bid security/EMD	2% of Tenderers value
Name, Designation, Address and other details (For submission of response of tender document)	The Senior Audit officer(OE), O/o Director General of Audit(Central), AG Office, Hyderabad-500004.

Sd/-  
Deputy Director (Admn.)