



OFFICE OF THE DEAN & PRINCIPAL
BHIMA BHOI MEDICAL COLLEGE & HOSPITAL, BALANGIR
HEALTH & FAMILY WELFARE DEPARTMENT, GOVT. OF ODISHA,
DIST.-BALANGIR-767002,
Mobile No. – 8280189600, E- Mail:gmcbalangir@gmail.com

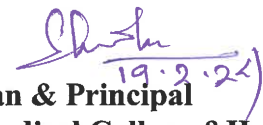


No.

Dt: 19.02.2024

TENDER CALL NOTICE FOR ANNUAL MAINTENANCE CONTRACT (AMC)
FOR WATER PURIFIER-CUM-COOLERS INSTALLED IN THE COLLEGE CAMPUS OF
BHIMA BHOI MEDICAL COLLEGE & HOSPITAL, BALANGIR

1. DATE OF AVAILABILITY OF BID DOCUMENT IN WEBSITE : 19.02.2024
2. PRE BID MEETING : 28.02.2024 (12:00 Noon)
3. LAST DATE OF AVAILABILITY OF BID DOCUMENT : 11.03.2024 (03:00 PM)
(IN WEBSITE)
4. LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : 11.03.2024 (04:00 PM)
5. DATE & TIME OF OPENING OF COVER-A (Technical Bid) : 12.03.2024 (12:00 NOON)
6. DATE & TIME OF OPENING OF COVER-B (Financial Bid) : 12.03.2024 (12:30 PM)
7. PLACE OF OPENING OF BID DOCUMENTS AND
ADDRESS FOR COMMUNICATION AND
RECEIPT OF BID DOCUMENTS : Office of Dean &
Principal, BBMCH,
Balangir


19.2.24

Dean & Principal
Bhima Bhoi Medical College & Hospital,
Balangir
Dean & Principal
BBMCH, Balangir

TENDER CALL NOTICE

Sealed Tenders are invited from registered Service Dealers based in Odisha for Annual Maintenance Contract (AMC) for the following Water Purifier-cum-Coolers installed in the College Campus of BBMCH, Balangir for the period from 01.04.2024 to 31.03.2025. The Tender Documents should reach the O/o Dean & Principal, Bhima Bhoi Medical College & Hospital, Balangir- 767002 on or before 11.03.2024 by 04:00 PM via Registered/ Speed Post / Courier facility only. The Technical Bid will be opened on at and Financial Bid/ Price Bid will be opened on at Office of Dean & Principal, BBMCH, Balangir. The validity of the Tender is one year from the date of finalization of the tender process.

Sl. No.	Model	Make	Quantity
1	AG 80 SS UV	Eureka Forbes	41

SUBMISSION OF DOCUMENTS

The tenderers shall submit the tender document with technical bid in sealed envelopes superscribed as **Technical Bid (Cover-A)** and **Financial Bid (Cover-B)** in respective envelop separately. The Technical Bid (Cover-A) & Financial Bid (Cover-B) should be enclosed by an outer envelope, which should be superscribed as "**Tender for Annual Maintenance Contract (AMC) of Water Purifier-cum-Coolers installed in the College Campus of BBMCH, Balangir**" on its top.

1) Documents in Cover- A (Technical Bid)

- a) Attested Photocopy of valid Authorization Letter from the OEM (Original Equipment Manufacturer).
- b) Attested Photocopy of Valid GST Registration Certificate.
- c) Attested Photocopy of GST Return for the last quarter i.e., October, November & December (2023).
- d) Attested Photocopy of PAN Card of Dealership Owner.
- e) Account payee DD worth **Rs.1,000/- (Rupees One Thousand Only)** drawn in favor of Dean & Principal, BBMCH, Balangir payable at any nationalized bank as Tender Fee (Non- Refundable).
- f) Account payee DD worth **Rs. 10,000/- (Rupees Ten Thousand Only)** drawn in favor of Dean & Principal, BBMCH, Balangir payable at any nationalized bank as EMD (Refundable) which will be returned back / adjusted after the completion of tender.
- g) Proof of average Annual Turnover not less than 50 Lakhs of the Authorized Dealer/ Agency for preceding last 3 financial years i.e, for the year 2020 -21,2021-22,2022-23 from a Registered Chartered Accountant taken together shall be submitted.
- h) Experience certificate of AMC/ CMC of Water Purifier-cum-Coolers in any Govt. Institution.
- i) Undertaking as per format (Annexure-I) in the Letter Pad of the Agency.
- j) Check List as per format (Annexure-II) in the Letter Pad of the Agency.


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2) Documents in Cover- B (Financial Bid)

The Bidders should quote the AMC Price (incl. GST) per Machine (as per format given in Annexure-III) for a period of 1 year along with scope of work and other Terms & Conditions.

3) Selection of Bidders

- The Bidders meeting all eligibility criteria as given in technical bid will be scrutinized and evaluated for technical evaluation.
- The price Bids of all technically qualified bidders will be scrutinized and evaluated for technical evaluation.
- The Bidder having the lowest AMC Cost (incl. GST) shall be selected as L1 Bidder for awarding of the contract.
- In case of tie-up of price bid, the following parameter will be considered to select the successful bidder. The decision for preference of selection of bidders will be taken as the sequence from “a” to “c” as mentioned below.
 - a) The authorized service dealer of the original manufacturer of the machines.
 - b) Bidders offering more visits and more parts for replacement.
 - c) Bidders having more experience.

TERMS & CONDITION FOR AMC

- 1) This office reserves all rights to reject any bids including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific bids. The decision of this once in this regard shall be final and binding.
- 2) Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.
- 3) The Contract may be terminated if it is found that the bidder to whom the work has been awarded is black listed on previous occasions by any of the Government Departments / Institutions / Local Bodies / Municipalities / Public Sector Undertaking etc.
- 4) The Contractor shall be providing the AMC service for maintaining all the Water Cooler & Purifiers. The scope of work must includes:
 - i. Minimum twelve visits (Monthly) are mandatory during the contract period of one year and additional visits as and when required
 - ii. In case of complaint/breakdown, fault in any equipment the firm has to attend the fault within two working days.
 - iii. Unit check up and general cleaning of water coolers and purifiers every month, chemical cleaning of cartridges as and when required, replacement of membrane.
 - iv. The AMC is for preventive as well as for break down maintenance and includes repair and replacement of the following parts free of charge during the AMC period.
 - a) Compressor
 - b) Fan Motor
 - c) Fan Blade
 - d) Candle
 - e) Carbon
 - f) Membrane
 - g) Thermostat
 - h) PCB
 - i) Adopter
 - j) UV Lamp


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- k) Quartz Glass
- l) Hose Clips
- m) Capacitor
- n) Relay
- o) All kind of filters

(The above mentioned parts are just the main and neediest ones. The Agency may mention other parts if offers to repair or replacement during AMC period)

- 5) It will be imperative on each bidder to fully acquaint itself of all the local conditions and factors which would have effect on the performance of the work and its cost. The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for execution of the works.
- 6) The contractor should be competent to carry out the repair work of the Water Cooler/ Water Purifiers within reasonable time period failing which this office reserves the right to get any other authorized party to service the machine and the cost if any in such cases will be recovered from the quarterly payable amount or from the EMD/ Security deposit of the bidder.
- 7) If any Water cooler or water purifier is disposed of by the department or is otherwise taken out of use, the payment of AMC charges will be made only till the water cooler or water purifiers remained in use on pro-rata basis.
- 8) The Contractor shall completely indemnify and hold harmless the Client and its employees against any liability, claims, losses or damages sustained by it or them by reason of any breach of contract, wrongful act or negligence by the Contractor or any of its employees engaged in the provision of providing the required services.
- 9) The Contractor shall arrange to get the character and antecedents of workers verified from Police authorities before their deployment to this once.
- 10) The contractor will attend to the complaints and breakdowns promptly as and when intimated by the Client through telephone.
- 11) Contractor shall ensure that during the progress of the work no damage shall occur to installations/equipment due to any reason, if so happens, contractor shall have to repair/replace the same at his own risk and cost.
- 12) Contractor shall positively observe all safety measures required to be undertaken for safety of persons, labourers, public and properties at work site.
- 13) **The contract shall be valid for a period of one year from 01.04.2024 to 31.03.2025.** However, on failure to provide continuous satisfactory performance by the contractor, this office shall have the right to terminate the contract at any point.
- 14) **Payment to the Agency will be done on Quarterly Basis (i.e., in 4 Installments) after submission of Satisfactory Certificate for each quarter duly signed by the User.**
- 15) This office shall be entitled to deduct in accordance with Applicable Law, Income Tax, GST or withholding tax or other deductions (as the case may be), from payments made to the Contractor.
- 16) The EMD of the firms, whose quotations are not approved, shall be released after the award of the contract to the successful tenderer. The EMD amount of successful bidder shall be kept as Performance Security, which shall be returned to the Bidder within 2 weeks after termination of the Contract. No interest on the Security deposit shall be paid by the tendering authority.


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(Letter Pad)

Annexure-I

(i)	Full Name of the Firm	
(ii)	Firm's Address	
(iii)	Telephone/ Mobile No.	
(iv)	PAN/ TIN No.	
(v)	GST No. (If exempted, a self certificate may be enclosed)	
(vi)	Tender Fee Amount: Rs...../-	Banker Cheque/ DD/Bank Draft No. Dated/ No. Bank Name & Branch
(vi)	EMD Amount: Rs...../-	Banker Cheque/ DD/Bank Draft No. Dated/ No. Bank Name & Branch
(vii)	Has the firm been blacklisted?	
(viii)	Whether the Firm has any experience? (attach work order of AMC)	

UNDRETAKING

1. I, the undersigned certify that I have gone through the Term & Conditions mentioned in the bidding document and undertake to comply with them.
2. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest rates as quoted in any other institution in India.
3. I/ We give the rights to the competent authority of the office of the Dean & Principal, BBMCH, Balangir to forfeit the EMD/ Security Deposit by me/ us in case of breach of conditions of contract.
4. I hereby undertake to provide the services as per the directions given in the Tender Notice.

(Signature & Official Seal)
Full Name & Designation

Date:

Place:

Shishu
19.2.24
Dean & Principal
BBMCH Balangir

(Letter Pad)

Checklist: Annexure-II

Sl. No.	Particulars	Documents (Page No.)	Submitted	
			Yes	No
1	Tender Fee (Non- Refundable): Rs.1,000/-			
2	Earnest Money Deposit (EMD) : Rs. 10,000/-			
3	Attested Copy of Valid Authorization Letter			
4	Photo copy of Valid GST Registration Certificate			
5	Photo copy of PAN Card of Agency			
6	Photocopy of GST Return for the last Quarter (Oct, Nov, Dec. - 23)			
7	Proof of Average Annual Turnover for last three financial years (2020-21, 2021-22, 2022-23) duly signed by the Chartered Accountant			
8	Copy of original Tender and schedules, duly signed by the Bidder			
9	Undertaking as per format (annexure-I) in the letter pad of the Agency.			
10	Experience Certificate of AMC/ CMC of Water Purifier-cum-Coolers in any Govt. Institution.			

Important: Any shortfall in the above checklist, the tenderer will be rejected without assigning any reason thereof.

**(Signature & Official Seal)
Full Name & Designation**

Date:

Place:

S. S. S.
19.2.24
Dean & Principal

(Letter Pad)

Annexure-III

Price Bid

for

Annual Maintenance Contract (AMC) for the Water Purifier-cum-Coolers

Product	Make	Model	AMC Cost per Machine	GST	Total Cost per Machine	Quantity	Total Cost for all Machines

**(Signature & Official Seal)
Full Name & Designation**

Date:

Place:

Shch
19.2.24
**Dean & Principal
SBMCH, Balangir**

