

File No. : I-12032/5/2019-ADMIN

भारतीय कॉरपोरेट कार्य संस्थान/ Indian Institute of Corporate Affairs

प्लॉटन. ६, ७, और ८, सेक्टर-५/Plot No. -6, 7 & 8, Sector - 5,

आईएमटीमानेसर, जिलागुडगाँव/IMT Manesar, Distt., Gurgaon

पिनकोड-१२२०५०/ Pin Code-122050

Date: 09.01.2019

Request for Proposal for servicing HVAC, Heat, Vent, Air conditioning, system

Dear Sir/Madam,

Indian Institute of Corporate Affairs is an autonomous body established by Ministry of Corporate Affairs, Government of India located at P-6, 7 & 8, Sector-5, IMT Manesar, Gurgaon-122050 (Haryana). The Campus is spread over 14 acres consisting of main Admn. Building (Consisting of 8 floors), 2-3 BHK flats consisting of 20 flats (5 floors) and Hostel accommodation consisting of 72 rooms (9 floor), 32 rooms in 1 BHK (8 floors).

2. IICA is having HVAC, Heat, Vent, Air conditioning, system at its buildings and wishes to get the equipments serviced and repaired and repair of cooling towers including change of fills during the month of January – February, 2019.

3. The agencies having adequate experience in the field of repairing and servicing and capable of undertaking such work may inspect the equipment installed at IICA and submit their best quote. Details of the equipment are as under:-

Table "A"

Sl.No.	Chillers	3 (Dunham Bush make) of 300 TR each.	Quote (Rs.)
1	Oil top/replacement in the compressors	To be assessed during visit	
2	Seals to be checked and repaired/replaced	To be assessed during visit	
3	Condenser pumps	Three	
4	Chiller pumps	Six	
5	Overhauling, greasing, alignment and electrical panel servicing	To be assessed during visit	
6	AHU servicing	33 nos	

Cooling Towers (Bell Towers)

S.No.	Description	Qty	Unit Rate (Rs.)	Total (Rs.)
1	Cooling Tower fills (600x300x150) 3 Nos for Bell cooling Towers	(260x3) 780		
2	Eliminator (100x3)	(100x3)		
3	Nozzle (55 x3)	(55x3) 165		
4	Labor for Dismantle & Installation of fills			

4. Eligibility of vendor for award of contract

- (i) Average annual financial turnover of agency during last three years ending 31st March of the previous financial year should be at least Rs. 20 lakh.
- (ii) Having experience of successfully completed work for operation and maintenance of central air condition systems during last three years and should be either of the following:
 - a) Three similar completed works each costing not less than Rs. 8.00 lakh per annum;
Or
 - b) Two similar completed works each costing not less than Rs. 12 per annum;
Or
 - c) One similar completed work costing not less than Rs. 16 lakh per annum

5. The agencies will submit requisite documents in support of experience and registration.

6. The contractor shall make his own arrangement for tools/equipments for undertaking the jobs. Institute shall not provide any of the tools/equipments.

7. The rates may be submitted on your company's letter head, duly signed in ink and stamped by authorised signatory and mailed at chopra.iica@gmail.com on immediate basis. The site may also be visited to the Campus before quoting the same.

8. The contract shall give warranty period for gas charging, gas top-up.

9. IICA reserves rights to cancel this RFP or may consider any vendor, if it is felt that sufficient and reasonable quotes have been received. The vendors quoting L1 pricing shall be considered for award of contract. The work is required to be completed within 10 days of award of contract.

10. Last date to receive proposal in the format of per " Table "A" and "Annexure-I" is 30.01.2019, 5.00PM.

Sd/-

(B.S. Chopra)
Sr. Executive (Admin)
Mobile 9811096010

Format of Application

a.	Name of applicant with full address	
b.	Telephone No.	
c.	Fax No.	
d.	Email address	
e.	Year of incorporation	
f.	Name and address of the authorised persons	
g.	Place of Business	
h.	Turn Over for last three years 2015-16 2016-17 2017-18	
i.	IGST Number PAN Number	
j.	Are you presently debarred / black listed by any government deptt./public sector undertaking/State Govt. Deptt. If yes, reason	
k.	If any criminal proceeding is pending against any of the firm/company, its directors/partners/owners. If yes, give details and reasons	
l.	Name and details (tel, mobile, email address) of contact person	
m.	Total value of work in the relevant field during last three years. (please enclose documents)	
n.	No. of similar/relevant works done during last three years (Please enclose documents)	
o.	Have you ever executed works with Government/ Semi Govt. Organizations	

Documentary proofs for the above are required to be attached with the application.