



Institute for Development and Research in Banking Technology

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TWO-PART TENDER

**TENDER DOCUMENTS FOR DESIGN, SUPPLY, INSTALLATION TESTING AND COMMISSIONING OF 60 UNITS SPLIT/
MULTISPLIT AIR CONDITIONERS OF 5 STAR RATING**

FOR

HOSTEL ROOMS (5th, 6th & 7th FLOORS) OF EFC BUILDING, IDRBT

Tender notice IDRBT/EST/NGR/26.3.1/1409/2011-2012

02/02/2012

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Sealed tenders are invited in Two Part from reputed and eligible parties for the following:-

Sl.No	Tender No.	Item	Qty	Due date and time for		EMD(Rs)
				Submission of tender	Opening of tender	
1	IDRBT/EST/NGR/26.3.1/1409/2011-2012 Dated 27/01/2012	Design & Supply, installation, testing and commissioning of 60 split AC of 1.5 TR with 5 star Rating	60 nos.	21.02.2012 by 16:00 hrs.	21.02.2012 by 16:30 hrs.	Rs.40,000/-

Tender documents are available on IDRBT Website (www.idrbt.ac.in). Tenders meeting the eligibility criteria mentioned in the tender documents may, at their option, download the tender documents from the website and submit their offer along with prescribed EMD in the form of DD from any Nationalized / Scheduled Bank drawn in favor of Institute for Development and Research in Banking Technology payable at Hyderabad as per the details given in the tender documents.

PART A (i)

**SCOPE OF WORK/ SUPPLY AND
TECHNICAL SPECIFICATIONS**

Brief description:

The work consists of dismantling of the existing 52 nos window AC units ,8 nos split AC's of 1.5 TR spread over 3 floors (56 rooms) and design ,supply , installation, testing and commissioning of 60 split Air conditioners of 1.5 TR with 5 star Rating in hostel rooms 5th ,6th and 7th floors of EFC building-IDRBT.

Scope of work:

- i) Design, Supply, Installation, Testing and Commissioning of 60 split AC of 1.5 TR with 5 star rating in 56 hostel rooms spread over 5th 6th and 7th floors of EFC building-IDRBT including installation of outdoor unit, indoor unit, stabilizer , copper tubing with insulation, copper cabling and drain pipe etc
- ii) The outdoor units (60 nos.) should be installed on the terrace of the 7th floor on suitable MS frame / stand for mounting and painting etc.
- iii) The indoor units should be installed in the hostel rooms along with the stabilizer (with suitable wooden stand) including screws , GI spacers etc
- iv) The copper tubing (section and liquid line) will be insulated with expanded polythine pipe section insulation with GI spacers screws etc
- v) The copper flexible cable of 3x2.5 sqmm , ISI mark finolex make to be laid in between outdoor unit to indoor unit.
- vi) The system should work for at least minimum period of ten years without any major breakdowns
- vii) The Bidder may quote rate per meter for copper tubing (section and liquid line), power cable and drain pipeline. However the standard length of 5 meters per AC unit will be deducted from the total quantity copper tubing and cabling and standard length of 3 meters per AC units will also be deducted from the total quantity of drain piping
- viii) The Bidder has to make arrangements for showing all parameters/test results on the performance of the machines. If it fails to show the desired results the machine will not be acceptable to the Institute.
- ix) The Bidder may also quote for design ,supply, installation testing & commissioning for multi split/ Combined units as an alternative, taking in to account the specification and also specify the number and capacity AC units for the installation in 56 hostel Rooms

TECHNICAL SPECIFICATIONS(TABLE 1)

S.No	Specifications	Vendor Compliance
1	The AC units should operate on an Input voltage 230v +/- 10%, 50hz single phase	
2	Nominal capacity(ton) 1.5 TR and model	
3	Star rating – 5	
4	Air flow value(CFM) (high) - 489	
5	Noise level in indoor (Db) (low) / 36	
6	Compressor type - Rotary	
7	Nominal cooling capacity BTU per hour 1800	
8	Approved Brands like Voltas / Bluestar / Carrier / Hitachi	

Delivery to IDRBT:

The entire work of supply, Installation, Testing and Commissioning of 60 split AC of 1.5 TR with 5 star Rating shall be completed within 3 months from the date of work order failing which liquidated damages @0.25 % tender cost per week for the delay beyond the stipulated period with a upper ceiling of 5% of the tender cost will be levied.

Packing and Shipment:

All the above 60 split Ac's along with Accessories should be delivered to IDRBT with proper packing to avoid any damages during transportation. Bidder should note that packing and shipment is under the scope of work and should be included in their offer.

Place:

Date:

Signature of the Bidder with seal

PART A (ii)

**INSTRUCTIONS TO BIDDERS AND
GENERAL TERMS AND CONDITIONS**

Sealed tenders (TWO PART) are invited against this tender notice **IDRBT/EST/NGR/26.3.1/1409/2011-2012** dated 27/01/2012 for Design, supply, installation, testing and commissioning of 60 split AC of 1.5 TR with 5 star rating.

Eligibility Criteria:

The intending bidders should submit their profile as per the format enclosed. They should fulfill the following eligibility criteria in order to qualify in technical bid and should produce verifiable proofs of their claims to the eligibility criteria.

- i) Average annual financial turnover during the last three years ending 31/03/2011, should be atleast Rs 50,00,000/-. Attested copy of audited Balance sheet and profit and loss account to be attached as supporting document.
- ii) Proof of experience of having successfully carried out similar works during the last five years with one of the following
 - a) Three similar completed works each costing not less than an amount of Rs.10,00,000/- .
 - b) Two similar completed works each costing not less than an amount of Rs.15,00,000/-
 - c) One similar completed work costing not less than an amount of Rs 20,00,000/-

Note: for the above purpose similar works means Design,supply, Installation, Testing and Commissioning of Air conditioners of various capacities in any office building.

1.0 Instruction to Bidders

- 1.1 This is a two part tender. Bidder will submit the bid in two parts
 - i) Part –A: Technical bid and general terms and conditions (Part-A (i) & Part –A (ii))& Design drawings of the installations of AC’s
 - ii) Part –B Price bid - Alternative PartB(1) & Alternative Part B(2)
Bidders shall submit the bid in duplicate.
- 1.2 Price bid format :Bidders shall quote price on the price bid format given in part B of the tender document
- 1.3 Full details and specifications of the items and general instructions to be followed regarding submission of tenders are indicated in the tender document
- 1.4 Proof for fulfillment of eligibility criteria mentioned above should be submitted along with the tender. If the tender is submitted without valid documents the institute shall not consider the bid offered. Tenders received without proof of eligibility criteria will be rejected.

- 1.5 Tender documents can also be obtained by submitting a written request to the AGM (Estate), provided that the eligibility criteria are fulfilled. **Last date for issue of tender documents 21/02/2012.**
- 1.6 While requesting for tender documents such request shall indicate the request for tender document against tender notice **IDRBT/EST/NGR/26.3.1/1409/2011-2012**
No Request for the extension will be considered
- 1.7 Late / delayed offers will not be accepted
- 1.8 Earnest Money Deposit(EMD):
- 1.9 Bid must be submitted along with the EMD for Rs 40,000/-(Rupees forty thousand only) by way of DD drawn in favor of IDRBT payable at Hyderabad India.
- 1.10 EMD of unsuccessful Bidder (with interest free) will be returned after placing supply order to the successful bidder. However The EMD of successful bidder will be released after completion of defects liability period of one year from the date of completion of installation of AC units or on submission of BG for said amount and said period. The EMD shall be forfeited in case the bidder fails to start and complete the work. Bids, which is not accompanied by EMD in the form of DD will not be considered.
- 1.11 Due Date to submit Bid:

Tenders in a sealed envelopes to be enclosed as given below:-

Envelope 1 - Part –A (i) & Part –A (ii) & EMD

Envelope 2 – Price Bid Part B (1) & Part B (2) only

Envelope 3 – Envelope 1 & 2 and super scribing the envelopes with the above tender notice number due date and brief description of the tender should be submitted by 16:00 hrs on 21/02/2012 to the AGM (Estate) at the following address:

The Assistant General Manager

Estate Department

IDRBT, Masab tank

Hyd-500057

(Cell No - 9440803801)

Or dropped in the tender box (kept at Security area of IDRBT)

Part A will be opened on the same day at 16:30 hrs in the presence of Bidders

Part B (Price bid): The date of opening of price bid of eligible bidders will be intimated later on.

- 1.12 The representatives who are going to attend the tender opening should carry an authorization letter from the organization for participation in the tender opening failing which He/she may not be allowed to participate in the tender opening.
- 1.13 In the event of any date indicated above is a declared holiday, next working day shall become operative for the respective purpose mentioned herein.
- 1.14 IDRBT will not be responsible for any delay / loss of tender or documents in transit.
- 1.15 Bids received without the details asked for including proof of eligibility for participating in the tender may not be considered.
- 1.16 Bidders should furnish / enclose full technical details / literature, delivery period and confirm the terms and conditions attached with the tender.
- 1.17 Those who do not meet the eligibility criteria need not submit tender.
- 1.18 Bidder will submit technical, commercial bid and all supporting documents pertaining to this tender in English.
- 1.19 Validity of the Bid: Bid should be valid at least for 60 days from the date of opening of the tender. If asked for by the institute the tender shall extend the validity of his bid.
- 1.20 Rejection of Bid: Non compliance of tender specification and tender document including terms and conditions will lead to summarily rejection of tender received.
- 1.21 Results of the tenders: Unsuccessful bidders will not be informed of the results of their bids.
- 1.22 IDRBT reserve the right to accept or reject any or all tenders fully or partly without assigning any reason thereof.

2.0 **General Terms and Conditions:**

Following are the General Conditions of the Contract (GCC) applicable to this tender. Supply order of the contract resulting from this tender shall be governed by the terms and conditions given in this GCC .Bidders submitting the bid against this tender shall be deemed to have read and understood the same in total

2.1 **Definitions:**

- a) Item/s shall mean Design, Supply, installation, testing and commissioning of 60 split AC of 1.5 TR with 5 star rating along with accessories.
- b) AGM shall mean AGM (Estate) of IDRBT
- c) Estate Engineer shall mean the person nominated by IDRBT to carry out all technical functions concerning the supply order, contract technical follow up and certification of bills after checking at site on actual measurement basis etc.
- d) Contractor / supplier shall mean the firm or company with whom or with which the order for design, Supply, installation, testing and commissioning of 60 split AC of 1.5 TR with 5 star Rating is placed and shall be deemed to include the supplier /contractors legal successors and or assignees, representatives, heirs, executors and administrators unless excluded by the supply order or contract.
- e) Guarantee period or warranty period shall mean the period during which the supplier / contractor shall remain liable without any extra cost to the IDRBT for repair, replace or rectify any defects or performance of the items supplied under the supply order.
- f) Price shall mean the prices quoted by the supplier / contractor in his proposal for entire scope of work covered under the specification as defined in BOQ.

2.2 **Counter Terms and Conditions of the Bidder:** Where counter terms and conditions have been offered by bidder, the same shall not be deemed to have been accepted by IDRBT unless specific return acceptance thereof is obtained from IDRBT

2.3 **Clarifications:** Any technical and commercial questions, information clarification etc that may be required pertaining to this tender may be obtained from the Estate Engineer (Cell: 9440803812).

- 2.4 Bids shall be complete in all respects and shall include properly filled in prices, schedules, specifications and catalogues as necessary along with the bid, covering letter, all in duplicate
- 2.5 Tenders should be free from corrections and errors. All amount shall be indicated both in words, as well as in figures. Wherever, there is a difference between the amount quoted in words and figures, the amount quoted in words shall be taken into account.
- 2.6 **Conditional discount:** conditional discount if any offered will not be considered.
- 2.7 **VAT/Sales Tax:** IDRBT has no “C” or “D” form. The percentage of Sales Tax /VAT/Surcharge, if applicable and other levies legally leviable and intended to be claimed should be clearly indicated in the bid. Where this is not done no claim on these accounts would be admissible later.
- 2.8 **VAT Registration:** Bidder may submit a copy of VAT registration certificate along with tender if applicable.
- 2.9 **Service Tax:** Bidder may also indicate percentage of service tax if applicable , should be mentioned clearly. A Copy of service tax registration certificate shall be submitted along with the tender.
- 2.10 **Excise Duty:** Prevailing % of excise duty may be indicated in tender if applicable
- 2.11 **TDS:** TDS shall be recovered from the supplier/ contractor’s bill on the prevailing rate and necessary certificate will be issued.
- 2.12 **Delivery date:** Bidder must indicate the firm delivery date by which materials will be delivered by them from the date of order.
- 2.13 Minor modification/ Additional scope of work to the tune of 2% of the total contract value will be carried out by the supplier / contractor without any extra cost to IDRBT.
- 2.14 The price quoted shall be inclusive of all taxes, duties, levies, transport, packing, forwarding charges and it must be firm in the entire contract period.
- 2.15 **Insurance:** Unless otherwise expressly mentioned in the supply order/ contract the supplier shall be responsible for safe receipt of the stores by the consignee and for arranging transit insurance with his underwriters from warehouse to warehouse prior to

despatch of the stores under intimation to the consignee. Proof of Insurance to be furnished along with the despatch documents. The price specified in the supply order/ contract shall be inclusive of the Insurance charges. In case of failure of the supplier / contractor to take out the Insurance cover, the supplier/contractor would be held responsible for any loss, damage, breakage, non-delivery, theft, pilferage of the stores in the transit.

2.16 Terms of Payment:

- a) 65% on the quoted rate will be released after delivery of material at site on checking.
- b) 30% on the quoted rate will be released after completion of Design, supply, installation, testing and commissioning of 60 split AC of 1.5 TR with 5 star Rating on actual measurement basis.
- c) Balance 5% of the quoted rate will be released after expiry of defects liability period of one year or on submission of BG for the said amount and period.

2.17 Rejection: In the event that any of the materials supplied by the supplier / contractor is found defective or workmanship, otherwise not in conformity with the requirements of the supply order/contract specification, IDRBT shall either reject the materials or request the supplier / contractor in writing to rectify the same. The supplier / contractor on receipt of such notification shall either rectify or replace the defective material free of cost to the IDRBT.

2.18 Extension of time: If the completion of supply materials is delayed due to reasons of Force Majeure such as acts of God, Public Enemy, Government, Fire, Floods, Epidemics, Strike, Supplier/ Contractor shall give notice within 5 days to the IDRBT in writing of his claim for an extension of time. IDRBT on receipt of such notice after verification , if necessary may agree to extend the supply order / contract delivery date as may be reasonable but without prejudice to other terms and conditions of the supply order / contract.

2.19 Recovery of sums due: wherever any claim for the payment of Liquidated Damages or loss suffered by the IDRBT arises in terms of money out of supply order / contract against the supplier/ contractor, the IDRBT shall be entitled to recover such sums from any due payment under the supply order / contract.

2.20 Cancellation / Termination of supply order / contract for default: The IDRBT may, without prejudice to any other remedy for breach of supply order/contract by written notice of default sent to the Supplier, terminate the supply order / the contract whole or in part. The decision taken by IDRBT is final.

a) If the supplier fails to deliver any or all of the stores within the time period specified in the order / contract or any extension thereof granted by the IDRBT

OR

b) If the supplier fails to perform any other obligation under the supply order or contract within the period specified in the supply order / contract or any extension thereof granted by the IDRBT.

2.21 In the event of IDRBT terminates the supply order / contract in whole or in part the IDRBT may take recourse to any one **OR** more of the following actions.

a) Security deposit is to be forfeited

b) IDRBT may procure upon such terms and in such manner as it deems appropriate ACs, similar to those undelivered and supplier shall be liable for all available actions against it in terms of the supply order/contract.

c) However the supplier shall continue to perform the Design ,supply order / contract to the extent not terminated.

d) Recovery of Liquidated Damages as per the Design,supply order/ contract.

2.22 Settlement of Disputes: Both the parties will try to resolve all the disputes during execution of this tender through negotiations and mutual understanding.

2.23 Jurisdiction: The courts of Hyderabad India only shall have exclusive jurisdiction to deal with and decide any legal or dispute arising out of the Design,supply order/ contract.

Place:

Name & Signature of the Bidder with seal

Date:

Check list of the Documents to be submitted with Bid

(1) Documents to be put in Envelop (i) for Part –A

Sl. No	Documents	Tick marked by the Bidder
1	Profile of the bidder as per format given in Annexure Part A (ii)	
2	Bidder 's Technical comparative statement as per Table 1 of Part A (i) & scope understanding document with eligibility criteria	
3	Bidder's term & Conditions, If any, other than those specified in Part – A (i) & Part –A (ii)	
4	Earnest Money Deposit	
5	List of Customers of similar kind of product	
6	Pricing & Transportation Scheme to avoid damage during transit	
7	Design Drawings of installation of all components of AC's for single as well as multi split AC's	

(2) Documents to be put in Envelop (II) for Part-B

Sr No	Documents	Tick marked By the Bidder
1	Price Bid for alternative B (1) as given in Format PART-B (1)	
2	Price Bid for alternative B (2) as given in Format PART-B (2)	

Place:

Date:

Name & Signature of the Bidder with seal

PROFILE OF THE TENDERER

1. Name & Address of the Tenderer :

Tel No :

E-mail :

Fax No :

Mobile (of Contact Person) :

2. Legal status of the tenderer
(Proprietary/Partnership/Company/PSU- :
Attested copy as supporting document
like affidavit, partnership deed, memorandum
of articles of association as applicable to be attached)

3. Name of the Authorized Signatory :
(power of attorney to be attached if
tender is signed by person other than
Director, Partners or Proprietor)

4. PAN No. for Income Tax :
(Attested copy to be attached)

5. Service tax registration No. :
(Attested copy to be attached)

Name of the Bank and Branch	Bank's reference and date	Value Rs. In lakhs

6. Details of Financial Turnover during the last 3 years:-

Year	Amount (in Rs.Lakhs)	Reference of supporting documents & attachment nos.
08-09		
09-10		
10-11		

7. Details of satisfactorily completed similar works performed during the last three years (attested copies of completion certificates issued by clients to be attached). Attach a separate sheet if necessary.

Name of client/ Company	Name of work and contract No.	Details of nature of works executed	Actual Date of start and completion*	Period stipulated as per contract	Value of the contract completed*	Full contact details of Company / Client	Remarks

* Only details of completed contracts are to be entered.

9. At any time in the last five years has your firm been assessed for and paid liquidated damages after completion of a project under design , supply and installation contract?

YES / NO

If yes, give details:

10. Details of E.M.D. for tender:

Amount in Rs.....

DD NO/ BG No.& Date

Name of the Bank

11. Enclose attested copies of Income Tax returns for the last three financial years ending 31st March 2011

12. DECLARATION

I / We declare and confirm that:

- a) All information and attachments submitted above are true and correct.
- b) I / We are aware that any information provided herein found to be false at a later stage will result in the rejection of my / our tender even if it is the lowest tender.

SIGNATURE OF AUTHORISED BIDDER WITH SEAL AND DATE

Name of Authorised Signatory :

Designation :

Date :

PART B

Price Bid Format

Part - B Alternative B (1) Price Bid

Design, Supply, Installation, Testing and Commissioning of Split Air Conditioners

Bill of Quantities

Item No	Description of item	Qty	Rate (Rs)	Amount
1	<p>Alternative B(1) Design, Supply, Installation, testing and commissioning of 1.5 TR split high wall mounted cordless remote Air conditioners of 5 star rating with independent evaporator 1.5 TR each and one compressor of 1.5 TR each. The unit should deliver 12 Degree C minimum temp. at grille.</p> <p>EFC 5th floor - 20 nos EFC 6th floor - 20 nos EFC 7th floor - 12No's + 2No's x 4 (VIP) = 20 nos.</p> <p>Design, Supply and installation of the above units with refrigerant copper tubing 5 mtrs along with connecting cable 5 mtrs (in between evaporator and condensing unit) including installation of 20 mm HDPE PVC drain pipe of 3 mtrs. length including necessary refrigerant, polythine pipe section insulation etc. and also installation of MS stand for outdoor condensing units. Necessary opening on the wall may be done for drawing copper tubing and cabling finishing with cement plaster etc.</p>	60 nos.		
2.	Design, Supply and fixing of suitable MS frame / stand mounting 60 nos. condensing units on the terrace with painting	LS		
3	Design, Supply and installation of 4 KVA stabilizer for AC unit of a standard make with suitable wooden stand	60 nos.		
4	Design, Supply and laying of additional copper tubing, size 1/2" + 1/4" diameter for suction and liquid line with polythene pipe section insulation, GI spacers, screws, rowal plugs as directed.	500 mtrs		

5	Design, Supply and laying of additional 3x2.5 sq mm. copper flexible cable of ISI mark finolex make with necessary fixing material.	500 mtrs		
6	Design, Supply and laying of additional ¾ inch. (20mm) dia of HDPE PVC drain pipe with necessary fixing material	100 mtrs		
	Total cost			
7	<p>A) Rebate on removing and taking away existing 1.5 TR window AC including transportation along with copper tubing, cabling, drain pipe, etc. as is where basis on buy-back of make,Carrier/Godrej/LG. The Institute would have the options of exercising the buyback offer either partially for fully .</p> <p>B) Rebate on removing and taking away existing 1.5 TR split AC including transportation along with copper tubing, cabling, drain pipe, etc. as is where basis on buy-back of make Carrier/Godrej/LG. The Institute would have the options of exercising the buyback offer either partially for fully .</p>	52 nos.		
	Net Amount. Rs			
8	Comprehensive AMC rate per unit after warrantee period of one year (1.5 TR Split AC units)	60 nos.		

Place:

Date:

**Signature of the Firm
with seal and date**

Part - B Alternative B (2) Price Bid

Design, Supply, Installation, Testing and Commissioning of multi Split/ Combined Air Conditioners

Bill of Quantities

Item No	Description of item	Qty	Rate (Rs)	Amount
1	Alternative B (2) Design, Supply, Installation, testing and commissioning of multi split / combined AC units with cord less remote of 5 star rating taking into account above specification. The Bidder has to design the number of AC units required to meet the above purpose. The quantity and rate should be specified by the Bidder			
2	Design, Supply and fixing of suitable MS frame / stand mounting condensing units on the terrace with painting			
3	Design, Supply and installation of suitable stabilizer for AC unit of a standard make with suitable wooden stand for indoor units			
4	Design, Supply and laying of additional copper tubing, suitable diameter for suction and liquid line with polythene pipe section insulation, GI spacers, screws, rowel plugs as directed.			
5	Design, Supply and laying of additional suitable size copper flexible cable of ISI mark finolex make with necessary fixing material.			
6	Design, Supply and laying of additional suitable dia of HDPE PVC drain pipe with necessary fixing material			
	Total cost			
7	A) Rebate on removing and taking away existing 1.5 TR window AC including transportation along with copper tubing, cabling, drain pipe, etc. as is where basis on buy-back of make, Carrier/Godrej/LG. The Institute would have the options of exercising the buyback offer either partially for fully . B) Rebate on removing and taking away existing 1.5 TR split AC including transportation along with copper tubing, cabling, drain pipe, etc. as is where basis on buy-back of make Carrier/Godrej/LG. The Institute would have the options of exercising the buyback offer either partially for fully .	52Nos 8Nos		

	Net Amount. Rs			
8	Comprehensive AMC rate per unit after warrantee period of one year as per design of new AC units.The quantity should be specified by the Bidder.			

Place:

Date:

**Signature of the Firm
with seal and date**