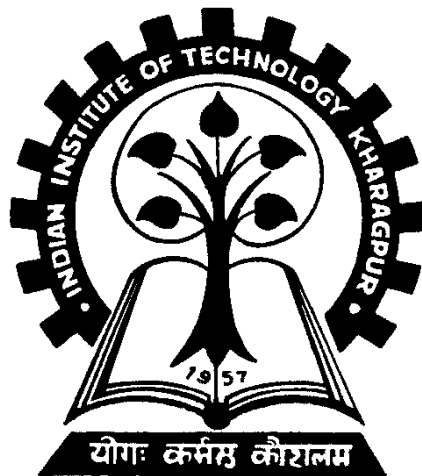


**TENDER DOCUMENT
FOR
DISMANTLING, REINSTALLATION, TESTING AND COMMISSIONING
OF SPLIT AIR CONDITIONER OF KOLKATA GUEST HOUSE**

Tender No: IIT/RAC/KGP/2018-19, Dated: 20.04.2018



**INDIAN INSTITUTE OF TECHNOLOGY
KHARAGPUR-721302
INDIA**

INVITATION FOR TENDER

Sealed tender offers are invited in two separate sealed covers (Technical and Commercial offers) from eligible agency for the dismantling, shifting, re- installation, testing & commissioning of 30nos of split ACs installed at IIT Kharagpur Guest House, Salt lake, Kolkata.

RE-INSTALLATION OF SPLIT AIR CONDITIONER

Please send offers along with the technical & price bid. The validity of the bid should be at least three months (90 days) from the date of the opening of this tender. Please ensure that your quotation reaches not later than **11.05.2018 at 15:00 Hrs** at the following address:

To
Superintending Engineer(E & M),
Indian Institute of Technology Kharagpur
Refrigeration & Air Conditioning Unit
Kharagpur– 721 302, West Bengal, India

Tender Reference	IIT/RAC/KGH/ 2018-19, Dated: 20.04.2018
Price of Tender Document	NIL
Last Date and Time for submitting the tender document	11.05.2018 at 15:00 Hrs (Indian time)
Time and Date of Opening of Technical Bids	11.05.2018 at 16:00 Hrs(Indian time)
Place of Opening Tender	Superintending Engineer(E & M), Indian Institute of Technology Kharagpur Refrigeration & Air Conditioning Unit Kharagpur– 721 302, West Bengal, India
Address of Communication	As stated above

Air conditioning of Kolkata Guest House

GENERAL

Indian Institute of Technology Kharagpur intends to dismantle, shift and re-install 30 nos Hi-wall split type air-conditioning units installed at Kolkata Guest House. The outdoor units for 2nd & 3rd floors need to be shifted to roof top and the ODU's installed at 1st floor lvl. need to be shifted to ground floor lvl.

The scope of work is being described as under.

Scope of work:

1. Pump down refrigerant of all condensers.
2. Dismantling the outdoor units & the present ODU brackets.
3. Shifting of ODU's to the proper location.
4. Re-installation of all the outdoor units by extending or reducing both the pipelines (liquid and suction line) with proper insulation, cable etc whatever required.
5. Refrigerant pipes with insulation & cables need to be sized suitably as per indoor/outdoor capacity so that there should not be any flow restriction.
6. Refrigerant top up (as per machine configuration and type) after modification need to do if required.
7. Outdoor units need to be installed on the bracket/ PCC pedestal with proper drainage facility where the units can be maintained without any obstruction.
8. The material to be used for insulation and cable shall be virgin.
9. Condensate water drain line needs to be provided so that water can easily drain out.
10. If there is leakage in angle valves of the AC units, the same needs to be replaced by new one during installation.
11. If there is leakage found in heat exchanger during installation, the same needs to be rectified.
12. Successful vendor has to assure the performance of the units so that room temperature should not exceed above 25°C after 30min of operation at outdoor condition of 37.8°C dbt & 28.3°C wbt.
13. All the required equipments/instruments/ site arrangements (like scaffolding etc.) to complete the work shall be arranged by successful vendor.

BOQ:

SI No	Description	Unit	Quantity	Rate (INR.)	Amount (INR.)
1.	Dismantling, reinstallation, copper pipe connection, Electrical wiring, Gas charging and commissioning of outdoor unit at terrace / ground floor.	Nos	30		
2.	Copper pipe with insulation, cable, rapping tape for Suction and discharge line	Rft	900		
3.	Bracket / stand for outdoor unit	Nos	30		
4.	Dismantling of old MS frame	Lot	1		
5.	Refrigerant Gas – R22 (for top up)	Kg	15		
	Total				

GENERAL TERMS & CONDITIONS

PLEASE SPECIFICALLY INDICATE THE FOLLOWING POINTS IN YOUR QUOTATIONS AND COMPLY THE TERMS AS MENTIONED HEREUNDER:-

1. TENDER ARE INVITED COMPLYING THE REQUIREMENT FOR TENDER AS DETAILED IN THE TENDER SPECIFICATION TO BE SUBMITTED IN THE COMPANY'S / FIRM'S LETTERHEAD NEATLY PRINTED / TYPED DULY SIGNED BY AUTHORIZED PERSON WITH THE SEAL OF THE BIDDERS. ALL ENVELOPS CONTAINING THE TENDER SHOULD BE PROPERLY SEALED. SEPARATE ENVELOPS SHOULD BE USED FOR TECHNICAL AND PRICE BID AND INDICATION TO THEIR EFFECT MAY PLEASE BE SUPERSCRIBED ON THE ENVELOP.
2. VENDOR HAS TO ARRANGE THE ACCOMODATION, FOOD ETC FOR THEIR LABOR/ STAFF AT THEIR OWN.
3. **SAFETY OF WORKMEN:**VENDOR HAS TO ARRANGE THE SAFETY MEASURES FOR THEIR LABOR/ STAFF AT THEIR OWN. IIT KHARAGPUR IS NOT RESPOSNCIBLE FOR ANY ACCIDENTAL ISSUE AT SITE.
4. PLEASE CONFIRM WHETHER YOU ARE AUTHORISED TO QUOTE ON BEHALF OF YOUR PRINCIPALS AND IF SO, PLEASE ENCLOSE A COPY OF SUCH AUTHORISATION WITH YOUR QUOTATION.
5. **PRICE BIDS FOR INDIAN FIRMS:** PRICES ARE TO BE QUOTED ON F.O.R., IIT KHARAGPUR SALT LAKE CAMPUS, ON DOOR DELIVERY BASIS.**ALL ITEMS SHALL BE INCLUSIVE OF DUTIES AND TAXES BUT VENDOR IS REQUESTED TO SUBMIT THE OFFER SHOWING WITH GST BREAK-UP.**
6. **PERIOD OF VALIDITY:** BIDS SHALL REMAIN VALID FOR ACCEPTANCE FOR A PERIOD OF 90 DAYS FROM THE DATE OF OPENING.
7. **SCOPE OF SUPPLY/ INSTALLATION:** SHOULD INCLUDE FREE SUPPLY, INSTALLATION AND TESTING & COMMISSIONING.
8. **PAYMENT TERMS**
 - a. 95% towards completion of installation.
 - b. 5% towards retention amount for 90days.

B) ENSURE MENTIONING

 - i)BANK DETAILS OF THE BENEFICIARY, GST NO, VAT NO., SERVICE TAX NO. AND PAN NUMBER
 - ii)FULL NAME AND ADDRESS OF THE BENEFICIARY ON WHOM ORDER HAS TO BE PLACED
9. **Time of Completion of project: 4 weeks from the LOI/WO**
10. **LIQUIDATED DAMAGES:** THE STORES SHOULD BE DELIVERED / DISPATCHED TO DESTINATION AND READY FOR OPERATION NOT LATER THAN THE DELIVERY DATE SPECIFIED. IT THE SUPPLIER FAILS TO DELIVER ANY OR ALL THE STORES OR PERFORM THE SERVICE BY THE SPECIFIED DATE, LIQUIDATED DAMAGES AT 1% PER WEEK OR PART THEREOF IN RESPECT OF THE VALUE OF

STORES WILL BE DEDUCTED FROM THE CONTRACT PRICE SUBJECT TO A MAXIMUM OF 5%. ALTERNATIVELY, THE ORDER WILL BE CANCELLED AND THE UNDELIVERED STORES PURCHASED FROM ELSEWHERE AT THE RISK AND EXPENSE OF SUPPLIER.

11. ONLY THOSE BIDDERS WHO'S BIDS HAVE BEEN TECHNICALLY FOUND ACCEPTABLE WILL ONLY BE INVITED FOR PARTICIPATION IN THE PRICE BID.
12. THOSE BIDDERS WHO DO NOT RECEIVE ANY COMMUNICATION FOR PARTICIPATION IN PRICE BID OPENING MEETING MAY PRESUME THAT THEIR BID HAS NOT BEEN ACCEPTED BY THE INSTITUTE.
13. CONDITIONAL OFFER WILL NOT BE ACCEPTED.
14. LATE TENDERS I.E. TENDER RECEIVED AFTER THE DUE DATE AND TIME OF SUBMISSION AS MENTIONED ABOVE SHALL NOT BE ACCEPTED.
15. BIDDERS TO ENCLOSE THE FOLLOWING DOCUMENTS:-

A) CUSTOMER SATISFACTION CERTIFICATE FROM ONE SUCH ORGANIZATION IS TO BE ATTACHED WITH THE TECHNICAL BID AND PRICE BID.

B) NAME AND ADDRESS OF MINIMUM THREE CLIENTS TO WHOM SUCH EQUIPMENT HAVE BEEN SUPPLIED SHOULD BE MENTIONED.

WARRANTY / GUARANTEE: The AC units and associated accessories are to be guaranteed for trouble free operation, maintenance and service. The warranty should cover defects due to faulty workmanship for 3 months atleast from the date of commissioning. Any workmanship defect found during this period shall be repaired/ replaced by the vendor at free of charge as per terms and conditions embodied in the tender papers and agreement executed with IIT Kharagpur. The security deposit shall be returned to the tenderer at the end of the guarantee period of 3 months.

16. THE INSTITUTE DOES NOT BIND ITSELF TO OFFER ANY EXPLANATION TO THOSE BIDDERS WHOSE TECHNICAL BID HAS NOT BEEN FOUND ACCEPTABLE BY THE EVALUATION COMMITTEE OF THE INSTITUTE.

ALL TENDERS (UNLESS OTHERWISE SPECIFIED) ARE TO BE SUBMITTED / HANDED OVER TO Superintending **Engineer(E & M),INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR - 721302** AND ACKNOWLEDGEMENT TO BE OBTAINED.

IMPORTANT NOTES

1. IIT Kharagpur authority may accept or reject any or all the bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid. The Institute at its discretion may change the quantity / upgrade the criteria / drop any item or part thereof at any time before placing the Purchase Order.
2. Promptly make arrangements for repair and / or replacement of any damaged item (s) irrespective of settlement of claim.
3. In case of any dispute, the decision of the Institute authority shall be final and binding on the bidders.

For any query pertaining to this bid document correspondence may be addressed to **Superintending Engineer (E & M), Indian Institute of Technology Kharagpur** at the address mentioned above.

LAST DATE FOR SUBMISSION OF SEALED BIDS: 11.05.2018

- 1) Please Note that the Institute remains closed during Saturdays & Sundays and all specified government holidays.
 - 2) Fax, e-mail Tender will not be accepted.
 - 3) The General Terms and Conditions as stated above relate to supply of stores / equipment /assets etc. and for specific service other terms and conditions of the Institute will apply.
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