



# भारतीय लोक प्रशासन संस्थान

इन्द्रप्रस्थ एस्टेट, रिंग रोड, नई दिल्ली-110002

INDIAN INSTITUTE OF PUBLIC ADMINISTRATION  
INDRAPRASTHA ESTATE, RING ROAD, NEW DELHI-110002 (INDIA)

Notice Inviting Quotation

13/06/2017

M/s \_\_\_\_\_

\_\_\_\_\_  
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Subject: - Annual Service Maintenance Contract of Window Air Conditioners, Split Air Conditioners and Water Coolers in IIPA Office, Hostel and Residence.

Sir,

Sealed quotations are invited from reputed firms on behalf of the Director IIPA for the above subject work in IIPA. The quotations should reach the Dy. Registrar (AS) by 22 June, 2017 up to 3.00 PM and shall be opened by the Committee constituted for the purpose. The details of the work schedule are enclosed.

Terms and Conditions :-

1. The Acceptance of the quotations lies with the Registrar who do not bind himself to the lowest quotation.
2. The payment towards service maintenance contract will be paid after every six months on satisfactory completion of AMC.
3. The successful bidder will be required to deposit security deposit of Rs.5000/- in shape of demand draft/cash.
4. The Institute has the right to reject any or all the quotations without assigning any reason.
5. You are requested to see the site and working condition before quoting your rates.
6. The agency has to depute one mechanic daily to attend the complaints.
7. The firm should currently be having atleast 02 nos. of different AMCs of minimum 100 nos. ACs each in Institutes similar to IIPA/Govt. Departments/reputed private companies.
8. The firm should have undertaken the AMC of 100nos. of Split/Window ACs and above during last three years ACs in Institutes similar to IIPA/Govt. Departments/reputed private companies. The award letter and completion certificates should also be enclosed
9. The Institute has reserved the right to terminate the contract at any time if the services are not found satisfactory.
10. The no. of ACs may vary as some new ACs are to be installed and some old ACs are to be removed.
11. If any clarifications about the work, Contractor may contact "Electrical Supervisor, 2<sup>nd</sup> floor of IIPA Office Building, tel. 23468399.

Yours sincerely,

*Mithun Barua*

(Mithun Barua)  
Dy. Registrar (AS)

Copy to:-

ICT for uploading on IIPA site.

**SCHEDULE OF ITEMS**

S.No.	Item Description	Qty.	Unit	Rate	Amount
A	Non-Comprehensive Annual service maintenance contract of 1.5 Window Air Conditioners of different make	122	Each		
B	Non-Comprehensive Annual service maintenance contract of water Coolers of different make	8	Each		
C	Non-Comprehensive Annual service maintenance contract of 1.5 Split Air Conditioners of different make	132	Each		

**Other Parts if required for Sr.No. A,B, and C**

	Item Description	Unit	Rate
1	Replacement of Compressor	Each	
2	Refilling of Gas	Each	
3	Fan motor rewinding	Each	
4	Change of fan blade	Each	
5	Replacement of Capacitor (Compressor)	Each	
6	Replacement of Capacitor (Blower/fan motor)	Each	
7	Replacement of Relay	Each	
8	Replacement of Selector Switch	Each	
9	Replacement of Knob	Each	
10	Replacement of Thermostat	Each	
11	Replacement of Blower Split AC	Each	
12	Replacement of Blower Motor Split AC	Each	
13	Replacement of Blower Window AC	Each	
14	Repair of Stabilizer	Each	
15	Remote/PCB repairing	Each	
16	Replacement of Air Filter	Each	
17	Replacement of Cooling Coil Split AC	Each	
18	Replacement of Cooling Coil Window AC	Each	
19	Replacement of Condenser Coil Split AC	Each	
20	Replacement of Condenser Coil Window AC	Each	

**Shifting/Installation with other material for Sr.No. A,B, and C**

	Item Description	Unit	Rate
1	Shifting/Installation of Split Ac	Each	
2	Shifting/Installation of Window Ac	Each	
3	3-core wire	Per mtr	
4	Copper Pipe (Split AC)	Per mtr	
5	Drain Pipe	Per mtr	
6	Out Door Stand (Split AC)	Each	