



INDIAN INSTITUTE OF MANAGEMENT NAGPUR

(Tender Reference NO.: IIMN/EMES/08/2022-23 Date: 14-12-2022)

Prepared & Issued by:

Estate Maintenance & Engineering Services Department

Last date of Submission: 29/12/2022 up to 11:00 AM

INDIAN INSTITUTE OF MANAGEMENT NAGPUR
Tender No. IIMN/EMES/08/2022-23 Date: 14-12-2022

NOTICE INVITING TENDERS

Sealed bids are invited under Single stage (TWO bid system) professional agencies for the work mentioned below:

Name of Work: Annual Non-Comprehensive Service /Maintenance Contract of Split / Casasette / Ductable / VRVs type Air Conditioners , at IIM Nagpur MIHAN Campus.

- 1. Bid Schedule:** Tender documents can be downloaded from IIMN web site <https://www.iimnagpur.ac.in/tenders/> and as per the schedule given in CRITICAL DATE SHEET as under:

CRITICAL DATE SHEET

Issue of the bid Document	The tender documents can also be downloaded by the bidder from IIM Nagpur website from 15-12-2022 https://www.iimnagpur.ac.in/tenders
Pre - Bid meeting followed by site visit	20-12-2022 at 11:30 AM at IIM Nagpur, MIHAN Campus.
Re-Tendering/Corrigendum (If any)	22-12-2022
Submission of Bid Documents	Last submission By 29-12-2022 up to 11:00 AM IIM Nagpur (Plot No-01, Sector-20, MIHAN Notified area, Dahegaon Khapri (Rly), Nagpur.441108)
Technical Bid Opening date	PART-I i.e. Pre-Qualification bid shall be opened on 29-12-2022 at 11:30 A.M in the presence of authorized representatives of bidders & IIMN Officers.
Financial Bid Opening date	Price Bid of only technically qualified bidders shall be opened on same day or at later date in presence of authorized representatives of bidders & IIMN Officers.

2. Bid Submission:

All pages of tender documents (downloaded from IIMN website) shall be stamped and signed and submitted by the bidder.

The bid that will be submitted by the bidder should consist of the following TWO sealed envelopes in the sequence given below:

Envelope - 1	Tender Submission Cost, Earnest Money Deposit, Annexure documents and Mandatory and Pre-qualification Bid document ,Tender document signed and stamped on each page.
Envelope - 2	<p>All information related to prices in the format given in price bid document. Original Price Bid document signed and stamped on each page shall be submitted. The bidder has to fill the price in the Price bid format downloaded from IIMN website only.</p> <p>The prices shall be filled both in figures and in words and the total amount shall be calculated and rounded off to the nearest rupee. No overwriting or use of correction fluid shall be accepted. Any correction shall be legible and signed by the authorised signatory.</p>

The tender shall be submitted in two parts, viz., technical bid and price bid. The offers submitted by Fax/email shall not be considered. No correspondence will be entertained in this matter.

Part I: Technical Bid

The following documents duly signed and stamped by the tenderer are to be furnished along with **Technical Bid** as per the tender document:

Mandatory Bid Documents

- Particulars of bidders (**Annexure**)
- Copy of PAN
- Copy of GSTIN registration
- Company incorporation/Shop & Establishment

Please attached all the Annexure with all supporting documents.

Eligibility conditions (Pre-qualification):

Sr.n	Description	Remarks (Documents to be attached)
1	The applicant should have good reputation in business of maintenance Contract of split air conditioners/HVAC/VRVs and completed similar work as asked for in last three years as on date of this tender publication. The right to accept contracting business of the vendor will rest with IIMN	Please attached relevant document(Work completion certificates) as a proof that the firm is in business for the period mentioned (Please attached company incorporation or Relevant documentary evidences).The right to accept the contracting business of the vendor will rest with IIMN.
2	Bidder should have completed similar work as asked for in last three years as on date of this tender publication.. one works of Rs 5 lakh two works of Rs 2.5 lakh	Please attached client's certificates

3	The tenderer must have its office/branch/ sales & support team located in Nagpur. Address Proof for the office / branch is to be submitted	(Please attached relevant documentary evidences).
4	The tenderer should be an Authorized service provider or Original Equipment Manufacturers for at least one of the reputed Brands of air conditioners namely Hitachi, Daikin, Mitsubishi, Toshiba brand A/C. However, they should have requisite expertise in servicing and maintenance of other Brands of Air Conditioners also.	A copy of Certificate/ Authorization letter issued by the company to the tenderer for being Authorized service provider is to be submitted

Technical bid shall be opened as per Tender Critical Date Sheet. The decision, IIMN will be final and binding to all for interpretation of any ambiguity.

Part II: Price Bid

Price Bid of only technically qualified bidders shall be opened at later date in presence of authorized representatives of bidders & IIMN Officers. Technically qualified bidders shall be intimated by web notification and or email. The date, time and location of opening the price bid shall be communicated to the eligible bidders.

- In case if the price bid is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and bidder is liable to be banned from doing business with IIMN.
- Do not quote price in the Technical Bid i.e. in Part-I or elsewhere which would lead to bid getting disqualified without any further reference to the bidders.
- The prices must include all the applicable taxes and duties, fees and any other charges except GST. GST component if applicable to be shown separately and will be paid extra, if applicable.
- IIMN reserves the right to negotiate the quoted price with the successful bidder.
- The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.

Part - 1 Technical bid		
Sealed tenders are invited from bonafide, experienced & reputed contractors of financial standing for the job given below:		
Clause No.	Title	Description
101	Name of work	Annual Non-Comprehensive Service /Maintenance Contract of Split / Casasette / Ductable / VRVs type air conditioners at IIM Nagpur MIHAN Campus.
102	Reference no.	IIMN/EMES/08/2022-23 Date: 14-12-2022
103	Details of bidder	Annexure- A is to be filled, duly signed and stamped and submitted along with the tender.
104	Contract Period	The AMC contract will be for 1-year period. Further extension for a period of 1 year on reviewing of the work performance.
105	Initial Security Deposit (ISD)	Initial security deposit (ISD) @ 5% of the Contract Value to be paid on award of contract but before the commencement of work / services.
106	EMD	Submit format of bid security declaration from bidders in lieu of EMD. (Annexure-B)
107	Interest on Security Deposit	No interest will be paid on any deposit
108	Release of RSD	Not Applicable
109	Release of ISD	On completion of AMC period.
110	Conditional Bids	Conditional bids or Bids based on the process / basic schemes other than mentioned and / or not conforming to the technical specifications / requirements of the Bidding documents will not be considered.
111	Contract Agreement	IF REQUIRED BY Indian Institute of Management Nagpur (hereinafter to be referred as IIMN), the successful Bidder has to execute a contract Agreement with IIMN on the non-judicial stamp paper of Rs.100/- (Rupees One hundred only). The cost of stamp paper shall be borne by successful Bidder. IIMN reserves the right to amend the terms & conditions of contract after Mutual discussions and shall only be in writing.
112	Work and risk cost	The Institute reserves the right to get the whole or part of the work executed by some other agency at the risk and cost of the contractor if it is found that the quality and/or the progress in respect of whole or part of the work is not satisfactory.
113	Indemnity	The Contractor shall indemnify and keep indemnified the Institute against all losses and claims for injuries and or damages to any person or property. The contractor shall

		abide by and observe all statutory laws and regulations in matters of Labour Law, Factory Act, Explosive Act, Workmen Compensation Act, Sales Tax, Royalty, Excise Duty, gst, Works Contract, etc. and shall keep the Institute indemnified against all penalties and liabilities of every kind for breach of any such statute ordinance or law/regulations or Bylaws. <u>The Contractor shall not employ child labour.</u> Payment to workers must be according to Minimum wages act.
114	Compliance with owners rules and regulations	The Contractor shall comply with all norms stipulated by the Owner such as Gate Passes, Checking, Maintenance of Cleanliness, Discipline & Decency at and Around the work site, Safety Precautions and Safety Regulations.
115	Arbitration	All disputes regarding quality, specifications and rates shall be tried to be settled mutually by making references to conditions of contract documents or prevailing local practices, etc., but if not settled mutually, shall be referred to arbitration subject to relevant Arbitration and Conciliation Act 1996. and its amendments, modifications to-date. Arbitration cost to be shared equally by the owner and the contractor.
116	Authorization	The Contractor shall submit to the Institute the names and reason and specimen signatures of the persons authorized by him to draw materials, sign joint measurements, bills, receive payments, receive instructions/notices, etc. on behalf of the Contractor.
117	Safety and Security	Contractor shall abide by the safety code provisions as per safety code framed from time to time by the government.
118	Prices, Taxes & Duties	The Bidder should quote firm prices/ rates inclusive of all Taxes like GST Tax, Duties, Levies, Personal Tax, Corporate Tax, worker welfare cess, etc. and all other expenditure required to be incurred by him/her for providing required construction work etc. during the contract period as indicated under his contract and afterwards no variation on any account unless otherwise specifically mentioned will be allowed. (The contractor will indemnify IIM-Nagpur against all statutory liabilities present and future, arising out this contract.) Only GST as applicable shall be paid extra over and above the quoted rates
119	Bid Validity	The bid submitted by bidder shall remain valid for a period of THREE Months from the date of opening of offer. Bidder shall not be entitled during this period to revoke or vary the content of Bid or any term thereof. In such case of making any variation subsequent to submission of bid at their own, the offer shall be treated as "REJECTED."

120	Award of similar type of work on same rates	Upon mutual consent, the client may award another similar type of work in campus based on this rates to the contractor, for which the rates may be valid up to two year from the date of issue of Work Order.
121	Access to site	The Contractor shall allow unhindered access to the Institute and/or any other party or person, engaged by the Institute to work at the same site and/or to check/ regulate / watch /guard/ measure/inspect, solely or jointly with the Contractor.
122	Rejection of bid(s)	The Owner reserves the right to reject any or all the tenders relating to the work under this Tender Document without assigning any reason whatsoever.
123	Assignment and sub-contracting	The Contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner. In case of on unavoidable circumstances, the contractor shall be able to do it with approval of the owner of premises. However, the job shall be sublet only to the party approved by the owner.
124	Misconduct	The Contractor shall keep the Owner indemnified from and against all personal and third party claims whatsoever arising out of any commission or omission by Contractor or his employees, or representatives as the case may be.
125	Water	Free of cost
126	Electricity	Free of cost
127	Payment of Bills	Payments will be made by crossed account payee cheques only OR e - payment.
127.1	Advance against material on site	Not Applicable
127.2	Running Account Bills	NA
127.3	Payment Clause	Payments will be made quarterly on submission of bills provided the bills are complete and duly authenticated by the specified Officer(s) of the Owner after completion of the work in all respect.
128	Rate validity	Rates shall be valid for two years from the prescribed date.
129	Method of Measurement	No of AC at site to be measured and paid.

130	Force Majeure	If the whole of any part of the performance by the Parties of any part of their respective obligations hereunder is prevented or delayed by causes, circumstances or events beyond the control of the Parties including delays due to floods, fires, accidents, earthquakes, riots, explosions, wars, hostilities, acts of government, custom barriers, or other causes of like character beyond the control of the Parties, then to the extent the Parties shall be prevented or delayed from performing all or any part of its obligations hereunder by reason thereof despite due diligence and reasonable efforts to do so notwithstanding such causes, circumstances or events, the Parties shall be excused from performance hereunder for so long as such causes, circumstances or events shall continue to prevent or delay such performance.
131	Taxes, Labour laws and Other regulations	The Contractor will be exclusively responsible to meet and comply with all legal requirements related to the work.
131.1		
131.2		The Contractor shall accept and bear full and exclusive liability for the payment of any and all existing taxes of the Central or State Government or of any other authority with respect to the contract or any item sold or supplied pursuant thereto or anything done or service rendered pursuant thereto.
131.3		Any legal matter or issues arise, and all court matters if arise for this contract are subjected in Nagpur courts jurisdictions only.
132	System of Bid Evaluation	Price BID of only those bidders who qualify in Technical bid will be opened at a subsequent date.
133	Precedence Clause:	In the case of any ambiguity in interpretation, the Price bid will supersede the Technical Qualification bid and decision by Asst. Manager (A&C), IIMN on the interpretation of the entire contract terms and conditions will be final and binding to all.
134	Mathematical error	During the opening of price bids the total quoted amount will be declared. However, during calculation verification if there is any error found in total amount, the agency will be called for clarifications. The rates quoted by the agency will be considered firm and hence the amount will be worked out by multiplying the rate with quantity. The rate will not be allowed to be changed in any case. However, decision by Asst. Manager (A&C), IIMN on the interpretation of the entire contract terms and conditions will be final and binding to all.

1. Scope of Work: -

1.1 The tentative quantity of various type/make/model no of split AC is as under: -

Annexure-I

Sr. No.	Capacity of Split AC	Model No.	Quantity (Nos.)
1	Toshiba 1.0 TR	RAS-13N3AC-IN	49
2	Toshiba 2.0 TR	RAS-25S3APS-IN	6
3	Mitsubishi 2.0 TR	MU-GK24VA	23
4	Daikin 1.5 TR	RL50TV16U3	11
6	Hitachi 1 TR	RSG512HBEA	3
7	Daikin 1 TR	RL35TV16W1	2
8	Daikin 1.5 TR	RL50TV16V2A	2
9	Daikin 1 TR	RL35TV16W1	1
10	Daikin 1.5 TR	FTL50TV16U3	3
Sr. No.	Capacity of Cassette AC	Model No.	Quantity (Nos.)
1	Daikin 1.5 TR	RGVF18ASV16	4
Sr. No.	Capacity of Ductable AC	Model No.	Quantity (Nos.)
1	Daikin Ductable AC 3 TR	FDMF36ARV16	1
2	Daikin Ductable AC 4 TR	FDMF48ARV16	1
3	Daikin Ductable AC 5.5 TR	RR130FRY16	1
Sr. No.	Capacity of VRV AC	Model No.	Quantity (Nos.)
1	VRV UNITS 16HP	RXYQ16ARY6	5
2	VRV UNITS 20HP	RXYQ20ARY6	3

Building wise breakup for the AC's

List of AC Machines					
S No	Loaction/Sections	Floor	Type of Machine	Capacity	Quantity
H-4 Hostel					
1	Bed room(H-01 to H-10)	Ground Floor	Split AC	1TR	10
2	Bed room(H-11 to H-20)	1st Floor	Split AC	1TR	10
3	Bed room(H-21 to H-30)	2nd Floor	Split AC	1TR	10
4	Bed room(H-31 to H-40)	3rd Floor	Split AC	1TR	10

5	Bed room(H-41 to H-50)	4th Floor	Split AC	1TR	10
	H-1 Hostel				
12	Lounge	Ground Floor	Split AC	2TR	1
13	Lounge	1st Floor	Split AC	2TR	1
14	Lounge	2nd Floor	Split AC	2TR	1
15	Lounge	3rd Floor	Split AC	2TR	1
16	Lounge	4th Floor	Split AC	2TR	1
17	Lounge	5th Floor	Split AC	2TR	1
18	LV ROOM	Ground Floor	Split AC	1TR	1
	H-2 Hostel				
19	Lounge	Ground Floor	Split AC	2TR	1
20	Lounge	1st Floor	Split AC	2TR	1
21	Lounge	2nd Floor	Split AC	2TR	1
22	Lounge	3rd Floor	Split AC	2TR	1
23	Lounge	4th Floor	Split AC	2TR	1
24	Lounge	5th Floor	Split AC	2TR	1
25	Common lounge connecting	Ground Floor	Split AC	2TR	1
26	LV ROOM	Ground Floor	Split AC	1TR	1
	H-3 Hostel				
27	Lounge	Ground Floor	Split AC	2TR	1
28	Lounge	1st Floor	Split AC	2TR	1
29	Lounge	2nd Floor	Split AC	2TR	1
30	Lounge	3rd Floor	Split AC	2TR	1
31	Lounge	4th Floor	Split AC	2TR	1
32	Lounge	5th Floor	Split AC	2TR	1
33	Common lounge connecting	Ground Floor	Split AC	2TR	1
34	LV ROOM	Ground Floor	Split AC	1TR	1
	Academic south block				
35	Zerox Room	Ground Floor	Split AC	2TR	1
36	Director Residence	GF/FF	Split AC	2TR	8
37	Service Plant	GF/FF	Split AC	1.5TR	9

			Ductable AC	11 TR	1
38	Estate Manager	GF/FF	Split AC	1 TR	3
		GF/FF	Split AC	1.5TR	3
		GF/FF	Cassette AC	1.5TR	4
39	Guard room	GF/FF	Split AC	1.5TR	1
40	Visitor centre	GF/FF	Split AC	1.5TR	2
		GF/FF	Ductable AC	Daikin 3 TR	1
		GF/FF	Ductable AC	Daikin 4 TR	1
41	Sports Complex				
		Terrace	VRV Outdoor Unit	Diakin 16 HP	4
		Terrace	VRV Outdoor Unit	Diakin 20 HP	1
		Ground Floor	VRV Indoor Ductable Unit	Diakin 4.5 TR	1
		Ground Floor	VRV Indoor Ductable Unit	Diakin 5.5 TR	2
		Ground Floor	VRV Indoor Ductable Unit	Diakin 8.0 TR	1
		Ground Floor	VRV Indoor Ductable Unit	Diakin 8.0 TR	3
42	Health centre	Terrace	VRV OUTDOOR UNITS	Diakin 16 HP	1
		Terrace	VRV OUTDOOR UNITS	Diakin 20 HP	2
		Ground Floor	VRV Indoor Ductable Unit	Diakin 5.5 TR	1
		Ground Floor	VRV Indoor Ductable Unit	Diakin 1.3 TR	2
		Ground Floor	VRV Indoor Ductable Unit	Diakin 6.4 TR	3
		Ground Floor	VRV Indoor Ductable Unit	Diakin 8.0 TR	2
		Ground Floor	VRV Hi-Wall Unit	Diakin 1.0 TR	4
		Ground Floor	VRV Hi-Wall Unit	Diakin 1.3 TR	1
		Ground Floor	VRV Hi-Wall Unit	Diakin 2.0 TR	1

The services shall include providing all manpower, tools and plants like ladder, spanners, testing equipment's and manpower for replacement of defective spare parts, such as replacing of chiller pipes, outlet pipes etc. at any height/any floors as and where required, and as directed by IIM Nagpur Engineer In-charge.

All maintenance works shall be carried out as per procedure recommended by the manufacturers.

- Preventive Maintenance Service of ACs is mandatory by the qualified/ experienced technicians only.
- Service dockets for maintenance of equipment for all services and repairs.
- The parts, consumable covered, not covered under the Maintenance should be clearly mentioned.
- Free transportation of the parts, to be repaired or replaced.
- In case of gas leaks, the same is to be rectified & gas charged for satisfactory working condition.
- All items including replacement of faulty compressor – which shall be obtained from the original manufacturer/authorized dealers.
- Maintenance Schedule in detail to be formatted in coordination with Engineer in Charge for proper Maintenance and Performance of Units.
- No service charges whatsoever shall be paid.
- Parts if any required related to be replaced or repaired will be charged on “**Quote Rate items” list (Price-Bid part II – Section B)**

1.2 DAILY:

1. Immediately Attending to complaints on call basis.
2. Unlimited Break-down service round the year (BDS):
3. Breakdown calls shall be attended to immediately and a record of such service, duly acknowledged by the person in charge of the location of the air-conditioner, shall be maintained.

Preventive Maintenance Services (PMS) Quarterly:

1. Every machine shall be serviced at least **once every quarter**. A record of such services duly acknowledged by the person using the machine or in his absence, in charge of the location of the AC shall be maintained.
2. Quarterly PMS shall include at least the following services:
 - Cleaning of filter if found Choked.
 - Checking selector switch, thermostat, relays, remote control etc.
 - Checking motor bushings.
 - Checking ground connections.
 - Cleaning of blower and condenser fan
 - Cleaning the evaporator & condenser coils.
 - Checking and tightening of nuts & bolts.
 - Oiling the motors.
 - Checking of the backup electrical power outlet/ MCB.
 - Checking of the drive motors and fans.
 - Over hauling of the AC, with chemical washing process.
 - Checking cooling efficiency

- Checking Firmness of the Supporting arrangement for the compressor, blower motor, air conditioners casing and fixing of the air conditioners etc.
- Replacement of any component of air conditioners (Outdoor and indoor units, inlet and outlet Pipelines, electrical connections etc.) found defective after the above checks and tests.
- Checking of excessive vibrations of the machinery & equipment.

A maintenance schedule mutually agreed upon will be prepared before commencement of the AMC.

1.3 Annual Maintenance Services:

The scope of work shall include all checks and tests as detailed under routine maintenance services. In addition, annual maintenance services shall also include:

- Cleaning the condenser and evaporator coils with suitable detergent/chemical solution and flushing with high-pressure jet of water
- Greasing of blower motors and all moving parts.
- This schedule is for guidelines and not limited to the activities.

SPECIAL INSTRUCTION:

PENALTY:

- If agency fail to provide completion of repairing work within justifiable mutually agreed time frame, penalty will be Rs.500.00 / day from running quarter bill
1. Gas Charging - Immediately from complain received & if keep in full pressure test 2 days' maximum for leakage detection
 2. Compressor rewinding – 6 days from the complaint received
 3. Body work – 6 days from the complaint received
 4. Starting / Running Capacitor – Immediately from the complaint received.
 5. Knobs for Switches, OLP, Relays, Rotary Switch, Contactors, Contact kits etc.,
Electrical accessories like lugs, plugs etc. work – Immediately replacement from the complaint received.

Following registers are to be maintained by technicians at IIMN Office without fail:

1. Complaint Register: All complaints received with respect to air conditioners under AMC are to be recorded with time and date of receipt, as and when complaints are received from end user departments.
2. Spare Tool and Tackle Register: All the spares and tools and tackles are to recorded in the register. Spares taken outside the premises also to be recorded with serial number of spare and in and out date and time

Annexure A

PARTICULARS OF BIDDER

SR.NO	DEACRIPTION	
1	Name of the bidder	
A	Trade Name (in Block letters)	
B	Status of the Bidder (Proprietorship/Partnership/LLP/Limited Co.) In Block letters)	
C	Name of Proprietor/Partners/CEO/Directors (In Block letters)	
2	Postal Address	
3	Telephone No.	
4	E-mail / Website address (if available)	
5	Payment details and amount	
6	Name of the Banker, Branch Name & address (In Block letters) (For e-payment purpose)	
7	PAN (Enclose self-attested photocopy)	
8	GSTIN (GST Registration No.) (Enclose self-attested photocopy)	

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of this tender/quotation/NIT as stipulated in the tender notice No IIMN/EMES/08/2022-23 Date: 14-12-2022. Accordingly, I/ we accept the terms and conditions and hereby offer the rates for “Annual Non-Comprehensive Service /Maintenance Contract of Split / Casasette / Ductable / VRVs type Air Conditioners” at IIM Nagpur MIHAN Campus as per Price Bid.

Signature _____

Date_____

Official seal of bidder _____



Annexure B

FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD
(On Bidder’s Letter head)

I / We, the authorized signatory of M/s _____, participating in the tender No. IIMN/EMES/08/2022-23 Date: 14-12-2022 for “Annual Non-Comprehensive Service /Maintenance Contract of Split / Casesette / Ductable / VRVs type Air Conditioners" do hereby declare:

- (i) That I/we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD is being deposited for the said tender.
- (ii) That in the event we withdraw / modify our bid during the period of bid validity or I/we fail to execute formal contract agreement within the given timeline or I/we fail to submit a Performance Security within the given timeline or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD

Then I/we will be suspended from being eligible for bidding / award of all future contract(s) of Indian Institute of Management Nagpur for a period of one year from the date of committing such breach.

Signature of Authorized Signatory of bidder

Name of Authorized Signatory

Company Name



Annexure - C

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To,
IIM Nagpur,
MIHAN Campus,
Plot no-1, Sector 20
Mihan Notified Area
Dahegaon, Nagpur-441108

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Dear Sir,

I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: <https://www.iimnagpur.ac.in/tenders>

Name of Tender / Work: _____
as per your advertisement, given in the above-mentioned website(s).

1. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
2. The corrigendum(s) issued from time to time by your IIMN too have also been taken into consideration, while submitting this acceptance letter.
3. We have not tamper/modify downloaded price bid template from <https://www.iimnagpur.ac.in/tenders> in any manner.
4. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking and there has been no litigation with any Government department on account of this services.
5. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

CHECK LIST OF DOCUMENTS TO BE SUBMITTED

Bidder is required to fill-up this checklist which is as follows:

Sr.no	Item Description	Details of Certification Enclosed YES/NO	Bid Reference
1	PAN		
2	GST Registration		
3	Particulars of bidders (Annex - A)		
4	EMD-format of bid security (Annex - B)		
5	Tender acceptance letter (Annex - C)		
6	The applicant should have good reputation in business of maintenance contract of split air conditioners/HVAC/VRVs and completed similar work as asked for in last three years as on date of this tender publication		
7	Authorized service provider or Original Equipment Manufacturers certificate		
8	Bidder should have completed similar work as asked for in last three years as on date of this tender publication.		
a.	Two contracts > Rs.2.5 lakh		
b.	One contracts > Rs.5 lakh		

Annexure-D**BIDDER'S QUERIES**

SL. NO	BIDDING DOCUMENT			SUBJECT	BIDDER'S QUERY	OWNER'S REPLY
	PART / VOL.	PAGE NO.	CLAUSE NO.			

NOTE:

Bidder's Queries may be sent by e-mail to jrengineerelec@iimnagpur.ac.in

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____