



# Delhi Police Public School

B-4, Safdarjung Enclave, New Delhi-110029

Ph.: +91-11-26177094 E-mail: dppschool@gmail.com

Tender Form No. : \_\_\_\_\_/DPSS-SJE/2016-17

18-Nov-16

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**Subject: Tender for Supply, Installation, Testing and Commissioning of Air-cooled Scroll Type Package Chilling Plant at Delhi Police Public School (Auditorium), Safdarjung Enclave, New Delhi-110029.**

Sir/Madam,

Sealed tender are invited under two bid system i.e. technical and financial bids from reputed and experienced contractors in Supply, Installation, Testing & Commissioning for work of Air-cooled Scroll Type Package Chilling Plant in the Delhi Police Public School (Auditorium), Safdarjung Enclave, New Delhi-110029. Tender will be accepted on the prescribed proforma. The tender form having specifications, unit, quantity and terms and conditions etc. for Air-cooled Scroll Type Package Chilling Plant School Auditorium can be purchased from the office of Delhi Police Public School, Safdarjung Enclave, New Delhi-110029, on all working days, from 9:00 am to 01:00 pm on cash payment of Rs. 500/- (Rs. Five hundred only) (non-refundable) upto 27/01/2017 till 01:00 pm. The last date for submission of duly filled, sealed tenders (both technical as well as financial bids) 30/01/2017 upto 10:00 am. The Technical Bid will be opened on 30/01/2017 at 11:00 am and Financial Bid will be opened on 31/01/2017 at 11:00 a.m, in the school, in the presence of duly constituted committee and bidder/representative of the bidder.

Tender forms and other details are also available on school web-site ([www.delhipolicepublicschool.com](http://www.delhipolicepublicschool.com)) for downloading. For downloaded tender form, fee of Rs. 500/- (Rs. Five hundred only) in form of Bank Draft favouring Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 has to be enclosed with the Technical Bid, failing which the Tender will be rejected/disqualified.

Encl.: As above.



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## **SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF VRV/AIR-CONDITIONING CHILLING PLANT FOR SCHOOL AUDITORIUM**

### **INSTRUCTIONS FOR BIDDERS**

#### **1. GENERAL:-**

1.1. The present tender is being invited for Supply, Installation, Testing & Commissioning for work of Air-cooled Scroll Type Package Chilling Plant, in Auditorium of Delhi Police Public School, B-4, Safdarjung Enclave, New Delhi-110029. The SCOPE OF WORK is attached at Annexure-B

#### **2. ELIGIBLE BIDDERS:-**

2.1. All agencies who are registered with appropriate Govt. Agency or specialised agencies, who are providing similar kind of services for at least last three consecutive years and having annual average turnover of Rs. 12,00,000/- (Rs. Twelve Lacs Only, approx.)

2.2. The bidder should have the experience of completion of similar works in any of the Autonomous Institutions/Universities/ Colleges/ Schools/ Public Sector Undertakings/ or Similar large building etc. in Delhi as follows.

2.2.1. Three similar completed works costing not less than Rs. 8,00,000/- (Rs. Eight Lacs Only) each.

2.2.2. Two similar completed works costing not less than Rs. 12,00,000/- (Rs. Twelve Lacs only) each.

2.2.3. One similar completed work costing not less than Rs. 16,00,000/- (Rs. Twenty Lacs only)

#### **3. ESTIMATED COST OF WORK:-**

3.1. The estimated cost of work is Rs. 20,00,000/- (Rs. Twenty Lacs Only) (Approx.)

#### **4. QUALIFICATION OF THE BIDDERS:-**

4.1. The bidder shall submit full details of his ownership and control or, if the bidder is a partnership, joint venture or consortium, full details of ownership and control of each member thereof.

4.2. Bidder must submit copies of all documents required, duly self-attested, along with technical bid of the tender.

**5. ONE BID PER BIDDER:-**

5.1. Each bidder shall submit only one tender either by himself or as a partner in joint venture or as a member of consortium. If a bidder or if any of the partners in a joint venture or any one of the members of the consortium participate in more than one bid, the bids are liable to be rejected/disqualified.

**6. COST OF BID:-**

6.1. The bidder shall bear all costs associated with the preparation and submission of his bid and the DPPS/SJE will in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.

**7. VISIT TO PREMISES:-**

7.1. The bidder is required to and is advised to visit and acquaint himself with the area and operational system. The costs of visiting shall be borne by the bidder. It shall be deemed that the contractor has undertaken a visit to the School Premises and is aware of the operational conditions prior to the submission of the tender documents.

**8. TENDER DOCUMENTS:-**

**8.1. Contents of tender documents.**

8.1.1. The tender invitation documents has been prepared for the purpose of inviting tenders for Supply, Installation, Testing & Commissioning of Air-cooled Scroll Type Package Chilling Plant in Delhi Police Public School (Auditorium), Safdarjung Enclave, New Delhi-110029.

**The Tender documents comprises of:-**

- a) Notice of Invitation of Tender.
- b) Terms & Conditions.
- c) Tender form for Supply, Installation, Testing & Commissioning of Air-cooled Scroll Type Package Chilling Plant in Delhi Police Public School (Auditorium), Safdarjung Enclave, New Delhi-110029. (Annexure-A).
- d) Scope of Work (Annexure-B).
- e) Check list for Technical Bid (Annexure-C).
- f) Bank Guarantee for performance security (Annexure-D).
- g) Agreement form (Annexure-E).

- h) Bank guarantee for removal of defects (Annexure-F).
- i) Undertaking (Annexure-G)

8.1.2. The bidder is expected to examine all Instructions, Forms, and Terms & Conditions in the Tender document. Failure to furnish all information required by the Tender document or submission of a tender not substantially responsive to the Tender document in every respect will be at the bidder's risk and may result in rejection of his bid.

8.1.3. The bidder shall not make or cause to be made any alteration, erasure or obliteration to the text of Tender document.

## **8.2. CLARIFICATION OF TENDER DOCUMENT:-**

8.2.1. The bidder shall check the pages of all documents against page number given in indexes and in the event of discovery of any discrepancy or missing pages the bidder shall inform the office of the Delhi Police Public School/ SJE.

8.2.2. In case the bidder has any doubt about the meaning of anything contained in the tender document, he shall seek clarification from the Office of the Delhi Police Public School/SJE. Any such clarification together with all details on which clarification had been sought, will be copied to all bidders without disclosing the identity of bidder seeking clarification. All communications between the bidder and the DPPS/SJE shall be carried out in writing.

8.2.3. Except for any such written clarification by the DPPS/SJE, which is expressly stated to be an addendum to the tender document issued by the office of the Delhi Police Public School/ SJE, no written or oral communication, presentation or explanation by any other employee of the DPPS/SJE shall be taken to bind or fetter the DPPS/SJE under the contract.

## **9. PREPARATION OF BIDS:-**

### **9.1. Language:-**

The bids and all accompanying document shall be English. In case any accompanying documents are in other languages, it shall be accompanied by an English translation. The English version shall prevail in matters of interpretation.

### **9.2. Documents Comprising The Bid:-**

Tender documents issued for the purposes of tendering as described in Clause 8.1 and any amendments issued shall be deemed as incorporated in the Bid.

9.2.1. The bidder shall, on or before the date given in the Notice Inviting Tender, shall submit the technical & financial bids in sealed envelopes clearly marked with the name of the Tender.

9.2.2. One copy of the Tender document and addenda, if any, thereto with each page signed and stamped shall be attached to acknowledge the acceptance of the same.

9.2.3. These shall be address to the Delhi Police Public School/SJE and submitted in the office B-4, Safdarjung Enclave, New Delhi-110029 at the address given in the Tender document.

9.2.4. The Bidder (each member in case of joint venture/ consortium/ partnership firms) shall furnish the details regarding total number of works, as stated in Clause 2.2.1, 2.2.2 & 2.2.3, completed in preceding three years, which were similar in nature and complexity as in the present contract.

### **9.3. Bid Prices:-**

9.3.1. Bidder shall quote the rates on the basis of rates per item basis including labour and other cost involved including hidden cost, if any, to make these functional, in Indian Rupees such that the Tender price covers contractor's all obligations mentioned in or to be reasonably inferred from the Tender document in respect of Supply, Installation, Testing & Commissioning of Air-cooled Scroll Type Package Chilling Plant in Delhi Police Public School (Auditorium), Safdarjung Enclave, New Delhi-110029.

9.3.2. Conditional bids/offers will be summarily rejected.

### **9.4. Form Of Bid:-**

9.4.1. The form of bid shall be completed in all respects and duly signed and stamped by an authorised and empowered representative(s) of the Bidder. If the Bidder comprises a partnership firm, consortium or a joint venture, the Form of Bid shall be signed by a duly authorised representative of each member of participant thereof. Signatures on the Form of Bid shall be witnessed and dated.

9.4.2. Copies of relevant power of attorney shall be attached.

### **9.5. Bid Security:-**

9.5.1. The contractor shall deposit Bid Security (Earnest Money Deposit) for an amount of Rs. 40,000/- (Rs. Forty thousand only) (@2% of Estimated cost of work) in the form of an account payee DD/Banker's Cheque, Fixed Deposit Receipt from a Commercial Bank or Bank Guarantee from a commercial bank in an acceptable form in favour of Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 along with the Tender document. The Bid Security will remain valid for a period of Forty Five days beyond the final bid validity period.

9.5.2. Any Tender not accompanied by Bid Security shall be rejected.

9.5.3. Bid securities of unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 60<sup>th</sup> day after the award of the contract. No interest shall be payable to the bidder/contractor against the security deposit furnished/recovered by the DPPS/SJE.

9.5.4. Bid Security shall be forfeited if the bidder withdraws his bid during the period of Tender Validity.

9.5.5. Bid Security shall be forfeited if the successful bidder refuses or neglects to execute the Contract or fails to furnish the required Performance Security within the time frame specified by the Delhi Police Public School, Safdarjung Enclave, New Delhi-110029.

#### **9.6. Format And Signing Of Bid:-**

9.6.1. The bidder shall submit one copy of the Tender document and addenda, if any, thereto with each page of this document signed and stamped to confirm the acceptance of the terms and conditions of the tender by the bidder.

9.6.2. The documents comprising the bid shall be typed or written in indelible ink and all pages of the bid shall be signed by a person or persons duly authorised to sign on behalf of the bidder. All pages of the bid, where entries or amendments have been made, shall be signed by the person or persons signing the bid.

9.6.3. The bid shall contain no alteration, omission or additions except those to comply with instruction issued by the DPPS/SJE, or are necessary to correct errors made by the bidder, in which case such corrections shall be initialled/signed and dated by the person or persons signing the bid.

#### **10. SUBMISSION OF BIDS:-**

10.1. The bidder shall submit the Technical Bid in a separate sealed envelope and the Financial Bid in another sealed envelope duly subscribed and these two sealed envelopes are to be put in a bigger envelope which should also be sealed and duly super scribed.

10.1.1. The sealed cover of Technical Bid should consist of the following documents:-

- a. Bid Security (Earnest Money Deposit) for an amount of Rs. 40,000/- (Rs. Forty thousand only) in the form of an Account Payee DD/Banker's

Cheque, Fixed Deposit Receipt from a commercial bank, or Bank Guarantee from a commercial bank in an acceptable form in favour of Delhi Police Public School, Safdarjung Enclave, New Delhi-110029.

- b. Self-attested one recent passport size photograph(s) of the authorised person(s) of the firm/agency with name, designation, office/residential address and office telephone numbers, whether the bidder is a sole proprietor/ partnership firm and if partnership firm names, address & telephone numbers of Directors/ Partners also
- c. Self-attested copy of PAN Card under Income Tax Act. (copies of last 3 years I.T. return)
- d. Self-attested copy of Service Tax Registration Number.
- e. Self-attested copy of valid license under Acts/rules.
- f. Proof of average annual turnover as stated in Clause 2.1, supported by copy of Audited Balance Sheet.
- g. Proof of experience as stated in Clause 2.2.1, 2.2.2 & 2.2.3 supported by documents from the concerned organisation.
- h. DD of Rs. 500/- in favour of Delhi Police Public School, Safdarjung Enclave, New Delhi-110029, if the tender form is downloaded from School website.
- i. Undertaking.

10.1.2. The sealed cover Financial Bid should contain Financial Bid in figures and words and all the sealed covers shall be addressed to the Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 and will be put in the Tender Box which is available at the counter of office of Delhi Police Public School, Safdarjung Enclave, New Delhi-110029.

10.1.3. The tender shall remain valid and open for acceptance for a period of 30 days from the last date of submission of tender.

**10.2. LATE AND DELAYED TENDER:-**

10.2.1. Bids must be received in the Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 (as the address specified) not later than the date and time stipulated in the Tender Form. The DPPS/SJE may, at its discretion, extend the deadline for submission of bids in which case all rights and obligations of the DPPS/SJE and Bidder will be the same.

10.2.2. Any bid received by the DPPS/SJE after the deadline for submission of bids, as stipulated above, shall not be considered and will be returned unopened to the bidder.

#### **11. BID OPENING AND EVALUATION:-**

11.1. The authorised representatives of the DPPS/SJE will open the Technical Bids in the presence of the Bidders or of their representatives, who choose to attend the appointed place and time.

11.1.1. The bid of any bidder who has not complied with one or more of the conditions will be summarily rejected.

11.1.2. Conditional bids will also be summarily rejected.

11.1.3. Subsequently, the technical bids will be evaluated as per the methodology given in the Annexure-C of the Tender document.

11.1.4. Financial bids of only the technically qualified bidders will be opened for evaluation in the presence of qualified bidders.

#### **11.2. RIGHT TO ACCEPT ANY BID OR TO REJECT ANY OR ALL BIDS:-**

11.2.1. The Delhi Police Public School, Safdarjung Enclave, New Delhi-110029, is not bound to accept the lowest or any bid and may at any time by notice in writing to the bidders, terminate the tendering process.

11.2.2. The Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 may terminate the contract if it is found that the agency is black listed on previous occasions by the DPPS and/or any of the Institutions/ Local Bodies/ Municipalities/ Public Sector Undertakings etc.

11.2.3. The Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 may reject the Bid in the event that the Bid is accepted but the successful Bidder fails to execute the contract agreement.

#### **12. AWARD OF CONTRACT:-**

12.1. The Delhi Police Public School/ SJE will award the contract to the successful evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document.

12.2. The Delhi Police Public School/ SJE will communicate the successful bidder by facsimile, confirmed by letter transmitted by Registered Post that his bid has been accepted. This letter (hereinafter and in the condition of contract called the "Letter of Offer") shall prescribe the amount which DPPS/SJE will pay



to the contractor in consideration of the execution of work/services by the contractor as prescribed in the contract.

**12.3.** The successful bidder will be required to execute a contract agreement in the form specified in annexure – “E” within a period of 30 days from the date of issue of “Letter of Offer”.

**12.4.** Failure of the successful bidder to comply with the requirements of above clauses shall constitute sufficient ground or the annulment of the award and forfeiture of Bid Security.

### **13. AWARD OF CONTRACT:-**

**13.1.** Two years guarantee bond in prescribed performa shall be submitted by the contractor duly signed and the contractor stating that contractor will meet the liability under the guarantee bond for a period of two years, if any defect of functional problem comes up.

**13.2.** 5% of the total amount shall be retained as security deposit for “Supply, Installation, Testing & Commissioning of Air-cooled Scroll Type Package Chilling Plant in Delhi Police Public School (Auditorium), Safdarjung Enclave, New Delhi-110029” work in addition to normal security deposit and the amount so withheld will be released after two years of completion of entire work under the agreement, if the performance of the work is found satisfactory. If any defect is noticed during the guarantee period, it shall be rectified by the contractor within 10 days of receipt of information of the defect in work. If the defects pointed out are not attended within the specified period, the same will be got done from another service provider/agency at the risk and cost of contractor.

### **14. PERFORMANCE GUARANTEE:-**

On award of contract, the Contractor has to submit Bank Guarantee @5% of award value, towards performance Guarantee (D).

### **15. OBLIGATION OF THE CONTRACTOR:-**

**15.1.** The contractor shall ensure full compliance with tax laws of India with regard to this contract and shall be solely responsible for the same. The contractor shall submit copies of acknowledgements evidencing filing of returns every year and shall keep the Employer fully indemnified against liability of tax, interest, penalty etc. of the contractor in respect thereof, which may arise.

**15.2.** The DPPS/SJE will deduct Income Tax at source under Section 194-C of Income Tax Act from the contractor at the prevailing rates of such sum as income tax on the income comprised therein.

### **16. DISPUTE RESOLUTION:-**

**16.1.** Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities/representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Manager, Delhi Police Public School/ SJE.

**16.2.** The award of the Sole Arbitrator shall be final and binding on all the parties. The arbitration proceeding's shall be governed by India Arbitration and Conciliation Act 1996as amended from time to time. The cost of Arbitration shall be borne by the respective parties in equal proportion. During the pendency of the arbitration proceeding the currency of the contract, neither party shall be entitled to suspend the work/service to which the disputes relates on account of arbitration and payment to the contractor shall continue to be made in terms of the contract. Arbitration proceedings will be held at Delhi/ New Delhi Only.

#### **17. JURISDICTION OF COURT:-**

The Courts at Delhi/ New Delhi shall have the exclusive jurisdiction to try all the disputes, if any, arising out of this agreement between the parties.

#### **18. PRICE BID:-**

##### **DESCRIPTION OF WORK.**

(Details as per Annexure - A)

All the columns shall be clearly filled in ink legibly or typed. The tendered should quote the number, rates and amount tendered by him/them in figures and as well as in words. Alterations, if any, unless legibly attested by the tendered shall disqualify the tender. The tenderer shall take care that the rate and amount may be written in such a way that interpolation is not possible. No blanks should be left which would otherwise make the tender liable for rejection.

##### **TERMS AND CONDITIONS OF THE CONTRACT**

The specification and quantities of requirement for Supply, Installation, Testing & Commissioning for work of Air-cooled Scroll Type Package Chilling Plant, in Auditorium of Delhi Police Public School, B-4, Safdarjung Enclave, New Delhi-110029 are mentioned at Annexure - A. The firms are advised to quote their rate careful study of the tender specifications as well as following terms and conditions.

1. Separate envelope should be used for Technical Bid as well as Financial Bid. The word "TECHNICAL BID/ FINANCIAL BID FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING FOR WORK OF AIR-COOLED SCROLL TYPE PACKAGE CHILLING PLANT, "shall be prominently marked on the top of each envelope. Both the envelopes duly sealed may be put in a bigger cover which should also be sealed and super scribed as TENDER FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING FOR WORK OF AIR-COOLED SCROLL TYPE PACKAGE CHILLING PLANT, IN

AUDITORIUM OF DELHI POLICE PUBLIC SCHOOL, B-4, SAFDARJUNG ENCLAVE, NEW DELHI-110029.””

2. The bidder must have PAN number and registration with appropriate authority. A copy of PAN number and registration must be enclosed with the tender.
3. The bidder must be licensed / Govt. Contractor and should give at least two references where he has undertaken/done similar job satisfactorily of approx Rs. 8 Lakhs values, each.
4. Bidder should not be under a declaration of ineligibility/ Black listed for corrupt and fraudulent practices issued by any government office.
5. The validity of tender should be six month and rates quoted shall remain unchanged till the completion of work. Any stoppage/ disruption of work by any agency etc. for any unforeseen circumstances will have to be borne with and rates will not be changed. The tenders for shorter period may be rejected, as non response.
6. The bid security will be forfeited, if bidder withdraw its bid during the period of bid validity and in case of successful bidder if he fails to sign the contract.
7. The tender will be rejected for the following reasons:-
  - 7.1. Tenders submitted after the given time and date will.
  - 7.2. Required documents like PAN number, registration proof etc. Not enclosed.
  - 7.3. Earnest money not enclosed.
  - 7.4. Indulging in pooling.
  - 7.5. Non production of original documents for verification, if asked for.
  - 7.6. Not found eligible as per requisite criteria.
  - 7.7. If tender is conditional.
8. The management committee reserves the right to reject any tender without assigning or to any reason negotiate with L-1 firm.
  - 8.1. A contract has to be signed by the successful bidder on the contract form, incorporating all the agreement made between parties.
9. Conditional tender shall not be accepted.
10. Bidder must agree to all terms and conditions of the Bid.
11. The tendering firm have to deposit earnest money of Rs. 40,000/- (Rs. Forty thousand only) in form of Demand Draft/Banker's Cheque in favour of "Delhi Police Public School".
12. Mode of Payment:-

- 12.1. 80% of the cost of contact against stocking material on-site.
  - 12.2. 15% of the cost after completion of satisfactory work.
  - 12.3. 5% of the cost (being balance full and final payment) after two years of satisfactory operation of system. (This can be released against bank guarantee for two year after completion of work)
13. The representative of the firm can undertake a visit in the school premises on any working day, with prior information and appointment, to have a proper look at the site, before submission of tender, to avoid any confusion at any state in the matter.

**ELECTIRCITY:-**

Permanent three phase electricity connetion is available in School Auditorium.

**SUPPLEMENTARY CONDITIONS**

1. The bidder shall inspect and examine the site of work and update/satisfy himself as to the nature of existing defunct Air Conditioning Systems, means Modes of communication/ access to proposed work-site, correct dimensions and other facilities.
2. The work to be carried out under contract shall include all labour, materials, tools, plants, equipment and transport etc. except as otherwise provided in the conditions.
3. The Bidder shall provide and maintain at his own cost, proper sheds for the storage and protection of all material and equipment etc. Including tools and materials and remove them on completion of work.
4. Rates quoted by the Bidder remain firm till the completion of this contract. Any increase in the cost of material and /or labour during the progress of work will be borne by him. The material is to be used as per the approved material list at Annexure-A.
5. The rates quoted by the bidder shall cover the cost of all taxes, loading, transporting, unloading etc. to the site.
6. The rates quoted by the Bidder shall cover the carrying out the work at all height, for all items of work under this contract unless otherwise mentioned no extra payment shall be made for lift, carriage etc.
7. The contractor from the time of taking of possession of the site must arrange for watching, lighting and protecting the work, the site and surrounding property at all time until the completion of the work and handing over the same to the Employer. The Bidder shall also at his own cost necessary temporary enclose, gates, entrance, etc. For the protection of work and materials. He shall remove all the same after completion of work.

8. The whole work including all extra and additional items in to be completed in the time stated in the contract and the Bidder will be required, if necessary, to work overtime to fulfil the instructions to complete the work by contract date. No extra claim will be allowed on the contract sum on this account.
9. All rejected materials, savings, cuttings and other rubbish at it accumulates from time to time during the progress of the work and completion and special tradesman shall be cleared and carted away by the contractor at his own cost.
10. The management is at liberty to delete, increase decrease and amend any of the quantities given in the Bill of quantities. The Bidder is bound by the rates quoted by him for the schedule by him for the schedule by him for the schedule of items. No extra payment will be entertained on account of change in quantities.
11. Should the work be suspended by reason of rain, strike, lockout or any other cause, the Bidder shall take all precautions necessary for the protection of the work and at his own expenses shall make good any damage.
12. Notwithstanding that all the reasonable any proper precautions may have been taken by the Bidder at all times during the progress of work. The Bidder shall never the less be held entirely responsible for all damage, whatsoever to the work.
13. The defects liability period will be extended in case there is any defect found in the working of installed equipments, during the next months. Then, the period will be reckoned form the date such delay is rectified to the satisfaction of DPPS/SJE for the particular.
14. Any extra work executed by the Bidder shall be paid extra and if any work does not get executed due to change in requirements, the Bidder shall be paid less for the same.
15. Any minor change in any of the schedule items made by consultant/owner in the working drawing or instructed by them during the execution of the work shall be done by the contractor without charging any extra rate. The discretion for such decisions on minor changes would lie with the Site Engineer/ Owner.
16. If there is any change in specification, the difference in cost depending on whether it is saving or excess shall be deducted/paid extra/from/to the contractor.
17. On the completion of the work, all the area should be cleaned. All floors, doors, windows, surface etc. Shall be cleaned in a manner which will render the work acceptable to the owner. All rubbish shall be removed from the site as it accumulates and area up to 10 mt. On the outer Auditorium of the premised will be cleaned by the contractor as part of the agreement. On completion of the work, the contractor shall hand over the owner the following:
  - 17.1. Written guarantee and certificate
  - 17.2. Maintenance manual, if any.

18. The work must be completed within 30 days from the date of award of work. If the work is not completed within stipulated period upto 10% of the cost of contract shall be forfeited at the time of final payment.
19. In exceptional circumstances the Manager DPPS/SJE and bidder may extend the validity of bid by mutual agreement and the decision of Manager DPPS/SJE will be final and binding.
20. The work awarded shall be given to the lowest bidder on the terms and conditions as decided by DPPS/SJE.
21. If the office happens to be closed on the last date, the quotations will be received on given date and time but will be opened on the next working day at the same time.
22. An undertaking by the contractor along-with quotation is to be submitted to the effect that the contractor will undertake all precautionary measures prescribed and required for such work and will be sole & fully responsible for any mis-happening/ accident etc. during the execution of said work.
23. Inspection from time to time shall be carried out by DPPS/SJE designated authorised person(s)/authority and/or any other officers of DPPS/SJE with the aim of maintaining co-ordination and keeping a check on specification/quality of work being undertaken and carried out by the contractor. Any deviation observed and pointed out shall be got corrected by the contractor.
24. The contract shall be lump sum on turn-key basis. All associated civil, electric & plumbing work will be in scope of bidder. The input 3-Phase power will be provided by DPPS/SJE at single point in Auditorium.
25. At the time of bid submission the bidder (vendor) should have at least 3 (three) years of experience of Supply, Installation, Testing & Commissioning of similar work of Air-cooled Scroll Type Package Chilling Plant to any Government/ Autonomous body in India.
26. Pre-delivery inspection may be conducted at the vendor's works by DPPS/SJE representative, is desired.
27. Vendor should provide detailed Bill of Quantity (BoQ) and complete lay-out drawings along with the capacity and specifications of In-door units, Control panels & Compressors. Vendor should provide item wise compliance statement. The vendor should fill-up the BoQ format.
28. The vendor shall arrange & provide all consumables items for installation, testing & commissioning of the AC Plant at site, free of cost. Any additional item mandatory for installation, Testing & Commissioning of AC Plant but not indicated in BoQ shall be provided by the vendor without any extra cost. Any other item, apart from BoQ, required for completion of project will be on vendor's account.
29. The vendor should give technical details of all parts/modules of the supplied AIR-CONDITIONING CHILLING PLANT along with their detailed specifications,

drawings, part no(s) etc. with technical brochure/catalogue & addresses of the OEM/suppliers of spare parts.

30. The vendor should assure the availability of spares, consumables & service support for next 10 years for the supplied AIR-CONDITIONING CHILLING PLANT Air-Conditioning plant.
31. The vendor will provide Operation and Maintenance manual, spare parts list etc. the AIR-CONDITIONING CHILLING PLANT Air-Conditioning Plant, as erected at site, with complete layout of piping along with indoor units and outdoor units etc and drawing of the all parts of the plant showing schematic diagrams of refrigeration circuit, electrical & electronic circuit in duplicate at the time supply of the plant.
32. After completion of the installation, testing and commissioning, the vendor shall conduct minimum 15 days test runs up to full satisfaction of the DPPS/SJE. The vendor will ensure that the plant operates at the rated efficiency.
33. Operational trial run of AC Plant will be carried out by the vendor for one week in summer season & Monsoon season separately within warranty period in presence of DPPS/SJE officials.
34. The vendor shall provide warranty for a minimum period of 2 years from the date of commissioning for successful/trouble free running of the AC Plant. Any breakdown during the warranty period shall be attended by the vendor, free of cost, within tow working days of informing the complaint and replace the parts, if required, at his own expenses.
35. During off-season (winter), preventive maintenance shall be carried out by the vendor within warranty period. Vendor will provide operation and maintenance training of the AC Plant to the nominated group of officials of DPPS/SJE at our works, free of cost.
36. The vendor will submit comprehensive annual maintenance charges for next three years after warranty period.
37. AC Plant shall be operated by the party for one (1) years at his own cost, barring electricity charges, which shall be borne by DPPS/SJE.