

GOVERNMENT OF INDIA
PLANNING COMMISSION
UNIQUE IDENTIFICATION AUTHORITY OF INDIA

TENDER DOCUMENT

No. D-11018/25/2012-UIDAI

TENDER FOR AMC OF AHU & AIR CONDITIONING SYSTEMS AT UIDAI HQ

Date of issue of Tender Document : 30.11.2012

Last Date & time for submission of Tender Document : 14.12.2012 up to 1530 hours

Date & time for opening of Tender Document : 14.12.2012 at 1600 hours

No. D-11018/25/2012-UIDAI
Government of India
Planning Commission
Unique Identification Authority of India

2nd Floor, Tower-I, Jeevan Bharti Building,
Connaught Circus, New Delhi-110001
Dated:

NOTICE FOR INVITING TENDER FOR CAMC OF AHU & AIR CONDITIONING
SYSTEMS (SPLIT AND CASSETTE)

Unique Identification Authority of India invites sealed Tender in prescribed proforma (Annexure-A) for awarding Comprehensive Annual Maintenance Contract (AMC) of AHU & Air Conditioning Systems in UIDAI HQ located at 2nd & 9th floor, tower-I, and 3rd floor, tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi. Interested firms/agencies may visit the above premises to quote the rates for the said work, if so desire.

Description of work:

The contractor will depute two technicians for six days in a week (i.e. Monday to Saturday) from 9.00 AM to 6.00 PM. The scope of work covers but not limited to:

- (a) Repairs of AHU & Air conditioning equipments (split and cassette AC)
- (b) Preventive maintenance
- (c) Minor modifications
- (d) Extension/Alteration/Addition.
- (e) Removal
- (f) Fault Diagnosis
- (g) Routine maintenance
- (h) Restoration/Finishing in respect of all AHU & Air conditioning work including all accessories and related attachments/fixtures.
- (i) Supply/fitting of materials if required.

Place of Work:

2nd & 9th floor, tower-I, and 3rd floor, tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi.

Period of Contract: One year from the date of award of the contract.

Pre-requisite Experience: The contractor should have carried out similar work for last two years in govt./semi govt/Pvt. Ltd. and should have full command on his skill/job.

Earnest Money: Rs. 15000/- (Rupees Fifteen Thousand only) refundable by way of Bankers' Cheque/Demand Draft in favour of PAO, UIDAI, New Delhi. The Tender must be accompanied by the EMD.

Security Deposit: Successful bidder should have to deposit 10 % of the contract value within seven days from the date of issue of Letter of Acceptance.

Instructions to Bidders:

- (i) The firms shall have to submit their bids in two components (1) Earnest Money/Tender Fees and (2) Tender itself
- (ii) The two components should be contained in two separate envelopes marked "Envelop-A Earnest Money/Tender Fee" and "Envelop-B Tender for AMC of AHU & Air Conditioning Systems" in the respective envelop.
- (iii) Both the envelopes A&B should be placed in a single large envelop and this large envelop should be sealed and dropped into the tender box within stipulated date and time.
- (iv) The tender which will received within stipulated date and time will be opened and evaluated by a duly constituted Tender Evaluation Committee. The contract will be awarded on the basis of recommendation of the Tender Evaluation Committee and approval by the competent authority.
- (v) UIDAI reserves the right to cancel the tender at any point of time without assigning any reason.

Availability of Tender: The Tender shall be available for a sum of Rs. 500/- (non-refundable) payable through Demand Draft/Banker's cheque in favour of PAO, UIDAI, New Delhi payable at New Delhi from 30.11.2012 onwards on all working days during office hours at the Admn Section, 2nd floor, tower-I, Jeevan Bharti Building, Connaught Circus, New Delhi. The same can also be downloaded from the UIDAI website <http://uidai.gov.in>. Such downloaded proforma shall be accompanied by a demand draft/Bankers' cheque of Rs. 500/- (non-refundable) in favour of PAO, UIDAI, New Delhi.

Date of Submission of Tender: The last date of submission of Tender shall be up to 1530 hours of 14.12.2012. Tender completed in all respect may be dropped in the Tender Box.

Date of Opening of Tender: At 1600 hours of 14.12.2012 in the conference hall of UIDAI HQ.

It must be noted that unsealed tenders and /or tenders not accompanied by EMD of Rs. 15000/- and Tender fee of Rs. 500/- shall be rejected. The tender should be submitted in a sealed envelope which shall clearly subscribed "TENDER FOR AMC OF AHU & AIR CONDITIONING SYSTEMS" in bold capital letters in dark ink. The UIDAI reserves the right to reject or accept any tender or may cancel the entire tender process without assigning any reason and decision of UIDAI in all such matters shall be final and binding on all tenders.

(MANOJ KUMAR)
Dy. Director (Admn)

Techno-Commercial Bid

For awarding contract of AHU & Air Conditioning Systems (**Total 39 split ACs and 14 Cassette ACs**) in UIDAI HQ located at 2nd & 9th floor, tower-I, and 3rd floor, tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi.

1. Name of the Firm/Agency: _____
2. Name of proprietor: _____
3. Full Address of Reg. Office:
(with contact No.) _____

4. Banker of Firm with full address
(With contact No.) _____

5. PAN No. _____
6. Bank Ac/s No. of Firm for ECS payments _____
7. Details of EMD & Tender Fee: -----
8. Rate quoted (all inclusive): Rs.----- per month.
In words (Rupees-----)

Signature of authorized person

Date:
Place:

Name:
Seal :

CERTIFICATE

I, _____ Son / Daughter / Wife of Shri _____ Proprietor / Director/authorized signatory of the agency/Firm, mentioned above, is competent to sign this declaration and execute this tender document;

I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;

I, do hereby certified that the representative of the firm has seen and understood the tender document and the rates have been quoted accordingly.

The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

I, do hereby certified that the our firm has neither been blacklisted to by any of the Govt., Ministries/Departments/PSUs/PSU Banks with which the firm had contracted for AMC of AHU & Air Conditioning work etc. during the last five years nor has been penalized by such Offices/organizations for supply of poor/spurious items etc.

Date:
Place:

Signature of authorized person
Full Name:
Seal :