



भारतीय कृषि अनुसंधान परिषद
Indian Council of Agricultural Research
केन्द्रीय समुद्री मात्स्यिकी अनुसंधान संस्थान
Central Marine Fisheries Research Institute



(कृषि अनुसंधान एवं शिक्षा विभाग, कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार)
(Department of Agricultural Research and Education, Ministry of Agriculture and Farmers' Welfare, Govt. of India)

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Celebrating 75 Glorious Years of Marine Fisheries & Mariculture Research

F. No: 21-25/2024-P

Dated: 11-03-2025

To

TENDER ID: 2025_DARE_853001_1

Sub: Comprehensive Annual Maintenance Contract for **Air Conditioners, Deep freezers and Refrigerators** at CMFRI Headquarters, Kochi - invitation of **E-Tender**.

Sirs,

The Central Marine Fisheries Research Institute invites e-tenders [in two bid through e-tendering] for Annual Maintenance Contract for Air Conditioners at CMFRI Headquarters, Kochi. The tender documents are placed in the Central Public Procurement Portal which may be downloaded by the interested reputed firms for the services.

The details of tender are given below:-

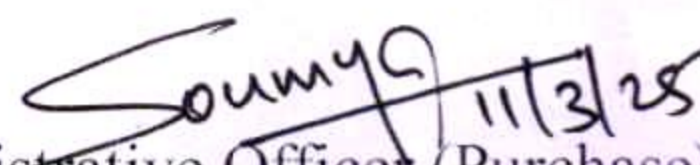
1.	Tender Number	21-25/2024-P
2.	Publishing date of CPP Portal	11-03-2025
3.	Bid document download start date	12-03-2025
4.	Bid submission end date	01-04-2025
5.	Description of work	AMC for Air Conditioners, Deep freezers and Refrigerators
6.	Type of Tender	Two Bid System
7.	Date, Time and Venue of Opening of Bid	-02-04-2025 at 10.00 AM at CMFRI, Kochi.
8.	Bid Validity	90 days from the date of Bid opening
9.	EMD	Rs.16,000/- in the Form of Account payee Demand Draft/FDR(Fixed deposit receipt) or Bank Guarantee in favour of ICAR Unit, CMFRI payable at Kochi.
10.	Security Deposit	5% of the total contract value
11.	Validity of Security Deposit	60 days after expiry of the contract
12.	Contract duration	1 year from the date of awarding contract with the provision for termination with 60 days notice.
13.	Submission of bids	Online Bids uploaded on CPP Portal www.eprocure.gov.in from 11-03-2025 . EMD must be deposited in off line to the Assistant Administrative Officer, Purchase Section, Room No. 516, CMFRI, Kochi before the closing date and time positively.

Scope of work and other requirements connected to the AMC including the formats of the bids, terms and conditions of the contract etc. are enclosed to this Tender Invitation, as per the following details:-

1.	Instruction to Bidders	Annexure I
2.	General Terms & Conditions	Annexure II
3.	Documents to be uploaded in CPP Portal (List of Enclosure)	Annexure III
4.	Format of Price quotation	Annexure IV

Special instruction to the bidders for the e-submission of the bids online through this e-procurement Portal are enclosed with the tender documents.

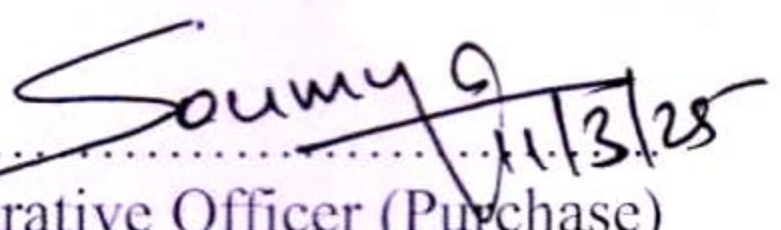
For any clarification/Amendment etc. with reference to above will be intimated by corrigendum through website at <http://eprocure.gov.in/eprocure/app> and also in our website www.cmfri.org.in. Therefore bidder is advised to visit website regularly for further information.


Assistant Administrative Officer (Purchase)
CMFRI, Kochi.

INSTRUCTIONS TO BIDDERS

1. The tender form/bid documents may be downloaded from the <http://eprocure.gov.in/eprocure/app>. Online submission of bids through Central Public Procurement Portal (CPP Portal) is mandatory. Manual/Offline bids shall not be accepted under any circumstances. Bidders should enrol/register in the e-procurement module of Central Public Procurement Portal through the website www.eprocure.gov.in for participating in the bidding process. Bidders should also possess a valid Digital Signature Certificate for online submission of bids.
2. Tender is in two Bid System. These bids duly filled will be submitted only online. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. More information useful for submitting the online bids on the CPP Portal is available obtained at "Bidders manual Kit". No offline bids will be accepted by the CMFRI. The bid must contain the scanned copy of EMD & Tender cost and all other requisite documents called for in the tender. The interested firms are required to deposit in **Original EMD of Rs.16,000/- must be deposited in off line with the Assistant Administrative Officer, Purchase Section, CMFRI, Kochi** well before closing the date & time for submission of bids, in the form of a Demand Draft/FDR from any of the Commercial bank **in favour of ICAR UNIT, CMFRI, Kochi** payable at Kochi from any of the scheduled commercial Bank, failing which the bid is liable to be rejected. The units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Departmental shall be exempted from the payment of EMD. In such cases, copy of the certificate showing registration with the above mentioned institutions to be uploaded in the respective filed of the e-tender in PDF format.
3. Tenderer /bidders are requested to visit the website <http://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
4. For Registration: Bidders are required to enrol on the e-procurement module of the CPP Portal (URL: <http://eprocure.gov.in/eprocure/app>) by clicking on the link "Online Bidder Enrolment". Enrolment on the CPP Portal is free of charge.
5. In case, any holiday is declared by the Government on the date of opening, the tenders will be opened on the next working day at the same time. The Director, CMFRI, Kochi reserves the right to accept or reject any or all the tenders.
6. The EMD will be returned to the unsuccessful bidders after the orders are placed with the successful bidder. The EMD will be forfeited if the bidder fails to accept the order based on his/her offer (bid) or fail to supply the items.
7. The work shall normally be awarded to a single firm whose consolidated bid value is lowest meeting all scopes of work and fulfilling all the term and conditions of the tender. The Director, CMFRI, Kochi-18 reserves the right to accept or reject any or all the quotations either in full or in part without assigning any reason.

8. The successful bidder shall have to deposit 5% of the total bid amount (quoted for full period) as performance security and within the time frame indicated by the CMFRI. The EMD of selected firm will be released only after submitting the performance security.
9. No advance payment in any case would be paid. However quarterly payment will be made after the satisfactorily completion of service for the quarter along with user satisfactorily reports and pre-receipted bill in triplicate.
10. No interest on Security Deposit and Earnest Money Deposits shall be paid by the CMFRI to the tenderer.
11. The number of items given in the list is only tentative, and vary with some minor changes.
12. Firms having ample experience in providing AMC to reputed organizations only will be considered. Documentary evidences for the experience /references may also be submitted. The firm must have previous experience in maintaining of Air Conditioners and other relative items in Govt. organizations/PSUs. Performance certificate from the existing clients (organizations) must be attached.
13. The firm must have valid TIN/GST/Sales Tax Registration No. and submit documentary proof in this regard. **PAN NUMBER OF THE FIRM IS TO BE FURNISHED.**
14. The performance security shall be valid till all contractual obligations are fulfilled by the firm. The same shall stand forfeited in case of cancellation of the contract for any breach of contract or for any deficiency in the performance noticed during the currency of the contract.
15. Proper records of maintenance and repair, duly authenticated by the users (CMFRI) should be maintained.


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Assistant Administrative Officer (Purchase)
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Fax No: 0091-0484-2394909/2396685

SCHEDULE OF REQUIREMENTS AND OTHER TERMS AND CONDITIONS**NAME OF WORK: PERIODIC REPAIR AND MAINTENANCE OF AIR
CONDITIONERS ,DEEP FREEZER AND REFRIGERATORS AT CMFRI
HEADQUARTERS**

The following repairs and maintenance work/service is expected to be done by the successful bidder/ service Provider as detailed below:-

1. A preventive maintenance service is required to be carried out every three months for all **Air Conditioners, Deep freezers and Refrigerators** detailed in the annexure-2. Preventive maintenance, means servicing of the **units** and filling of Gas as and when required
2. Checking of compressor for its proper functioning and in case of any defect if found, the same is to be replaced;
 - ii) Air filter; cooling coil and condenser coil shall be inspected and cleaned.
 - iii) Refrigerent / cooling gas shall be topped up in the system as and when necessary.
3. Prompt service and replacement of all defective parts as and when required against routine break-down without any extra cost to make the Air Conditioner Units operational and in order.
4. Only original parts should be used for replacement of damaged or defective parts. The replaced component should be of an equal or higher capacity and should in no way hamper the performance of **Air Conditioners, Deep freezers and Refrigerators**.
5. In case of intermittent failure and repetitive problem due to improper diagnosis or repair, the system will be treated as continuously down.
6. It shall be the responsibility of the firm to make all the **Air Conditioners, Deep freezers and Refrigerators** accessories etc. works satisfactorily throughout the contract period and also to hand over the **Air Conditioners, Deep freezers and Refrigerators** to the Institute in working conditions on the expiry of the Contract.
7. The availability of spares for the next one year may be anticipated while quoting the rates **and non-availability of spares will not be considered as sufficient reason for not fulfilling the AMC.**
8. Ensure that there should not be any significant down time for any of the **Air Conditioners, Deep freezers and Refrigerators** without any valid reason .If stand by **units** is provided in place the faulty one, it should be fully functional and equivalent to the original **Air Conditioners, Deep freezers and Refrigerators** within 30 days. In case of delay in repair/procurement of spares, standby should be provided for operation that can be taken back once the faulty system is put back into operation.
9. Complaint should be attended and rectified within 24 hours.
10. The rate for shifting of split air conditioner unit as and when required including core cutting, gas filling, labour charge, copper pipe (per meter) may be quoted separately.
11. Remote for AC, if not available may be provided free of cost.
12. The service should be required during after office hours/ holidays in case of emergency like Laboratory, Guest House etc.

List of Enclosures

Sl. No.	Description	Details to be given by the bidder
1.	Firm's Name and full postal address	Scanned copy must be uploaded. Failing which bid will be disqualified
2.	Details of Firm's Registration	Scanned copy must be uploaded. Failing which bid will be disqualified
3.	Service Tax/GST Registration Certificate issued by the Competent Authority	Scanned copy must be uploaded. Failing which bid will be disqualified
4.	PAN Number	Scanned copy must be uploaded. Failing which bid will be disqualified
5.	Experience Details	Scanned copy must be uploaded. Failing which bid will be disqualified
6.	EMD details	Scanned copy must be uploaded. Failing which bid will be disqualified
7.	Details of EMD	Scanned copy must be uploaded. Failing which bid will be disqualified
8.	Format of price quotation	Scanned copy must be uploaded. Failing which bid will be disqualified
9.	Other related certificates	Scanned copy uploaded.
10.	Tender Documents	Scanned copy of duly signed tender documents to be uploaded. Failing which bid will be disqualified

ANNEXURE - IV

FORMAT OF PRICE QUOTATIONS

Sl. No.	Ton capacity of Air Conditioner	Nos.	Rate per unit	Total
1.	1.0 Ton (Ordinary)	27		
2.	1.0 Ton (Inverter)	12		
3.	1.5 Ton (Ordinary)	34		
4.	1.5 Ton (Inverter)	15		
5.	2.0 Ton (Ordinary)	102		
6.	2.0 Ton (Inverter)	39		
7.	3.0 Ton (Ordinary)	2		
8.	Ductable Hanging type 4.0 T	2		
9.	Ductable Hanging type 5.5 T	6		
	TOTAL	239		

Sl no	Item	Total Number	Rate
1.	Refrigerator	32	
2.	Freezer	36	

Grand Total Cost : Rs.....

Additional Work if any :

Sl.No.	Particulars	Quantity	Rate for Copper pipe per meter	Core cutting charge	Gas filling charge	Labour charge for shifting	Remarks
1.	1.0 Ton	1 No.					
2.	1.5 Ton	1 No.					
3.	2.0 Ton	1 No.					
4	A/C- drain pipe outside sunshade portion work should be extended to rain water pipes in each floor (rates may be quoted per running meter)	-					

(In case a tender desires to put some additional/modified stipulations, terms & conditions etc. the same may be clearly indicated).

We confirm that our offer will remain valid for acceptance for.....days after the date of opening of tenders.

.....

(Signature, name and designation of the authorized executive of the tendering firm)

For and on behalf of.....

(Name and address of the tendering firm)

.....

(Seal of the tendering firm)

Date:Kochi

Place: 11-03-2025