

NOTICE INVITING TENDERS

(Box Tenders/Open Tenders)

(OPERATION AND COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) OF NILAGIRI
CENTRAL HVAC PLANT AT NIT ANDHRA PRADESH, TADEPALLIGUDEM)



National Institute of Technology- Andhra Pradesh,

Beside Chennai - Srikakulam Highway,
Kadakatla, Tadepalligudem, West Godavari District,
Andhra Pradesh-534101.

www.nitandhra.ac.in/main/tender

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Newspaper Advertisement

Tender Notice:



NIT Andhra Pradesh, Tadepalligudem

Ref No: NITANP/SMMD/TENDER/2024-25/19

Date: 12.06.2024

Box Tenders/Open Tenders are hereby invited from reputed registered Firms/Agencies/Bidders/Suppliers for providing the following services at NIT-Andhra Pradesh, Tadepalligudem, West Godavari district.

“Tender for Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem”

Addressed to:

Tender Box

Material Management Disposal Section,

Sardar Vallabhbhai Patel Administrative Vista Building,

NIT Andhra Pradesh, Kadakatla, Near NH-16

Tadepalligudem-534101, West Godavari District, Andhra Pradesh

The above **Tender name and Ref. No. should be Super-Scribed** in the Main Envelope containing the bid documents.

Tender Schedules can be downloaded from NIT-Andhra Pradesh website from 12.06.2024 onwards. Bidders need to submit hard copy with relevant documents with self - attestation.

The last date for submission of tenders is 04.07.2024 up to 03:00PM.

For further details regarding Tender notification & specifications, please visit www.nitandhra.ac.in/main/tender.

Date: 12.06.2024.

NIT Andhra Pradesh,

Tadepalligudem.

Time Schedule of various tender related events

(Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem)

Bid Document downloading Start date/ Time	12.06.2024 at 05:00 PM
Bid Document downloading End Date / Time	03.07.2024 at 05:00 PM
Pre-Bid meeting	24.06.2024 at 03:30 PM
Last Date and Time for receipt of Bids	04.07.2024 Up to 03:00 PM
Technical Bid Opening Date/ Time	04.07.2024 at 03:30 PM
Financial Bid Opening Date/ Time	Will be intimated later
Contact Person	The Associate Dean (P&D, SEMW/SEIE), NIT Andhra Pradesh, Tadepalligudem. Email: ad_pd@nitandhra.ac.in
Reference No:	Ref No: NITANP/SMMMD/TENDER/2024-25/19 Date: 12.06.2024

Signature of the Bidder with stamp

CLARIFICATIONS

Queries, if any, can be made through e-mail only to ad_pd@nitandhra.ac.in and cc to purchase@nitandhra.ac.in on or before 24.06.2024. Queries received via any mode other than e-mail id mentioned above shall not be entertained. The queries should only be sent in the following format on the official letter head of the company.

S. No.	Page No. (Tender Ref.)	Clause (Tender Ref.)	Description (Tender Ref.)	Query

If there is any addendum/corrigendum related to tenders, it shall only be published on NIT Andhra Pradesh website (www.nitandhra.ac.in) and <https://eprocure.gov.in/epublish/app>. The Bidders are advised to check NIT Andhra Pradesh website and Central Public procurement portal regularly. No other mode of notice will be given.

The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued, if any, during pre-bid meeting in their bid.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date.

The bid along with relevant documents should be attached with original EMD and Tender processing fee. Physical submission of bid only shall be considered.

**Associate Dean, SMMD
NIT ANDHRA PRADESH**

BID

Ref No: NITANP/SMMD/TENDER/2024-25/19

Date: 12.06.2024

Subject: Tender for Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem.

Sir/Madam,

Bids are invited on the Box/Open Tender platform from the reputed Registered Firms Agencies/Bidders/Suppliers from the experienced premises of Annual Maintenance Contract of HVAC plant. The details of bidding conditions and other terms can be downloaded from the NIT Andhra Pradesh Website.

The attested copies of all the documents of technical bid, signed undertaking of Bidder should be submitted offline mode only to the Director, NIT Andhra Pradesh, Tadepalligudem, on or before opening of bid.

The participating Bidder/s shall have to pay tender processing fee (non-refundable) and EMD for the amounts specified in the Statement related to bids, in the form of DD drawn in favour of the Director, NIT Andhra Pradesh, Tadepalligudem.

Further, the Successful Bidder shall furnish a part of a bid as Performance Guarantee specified in the Statement related to bids, to be paid in the form of BG as mentioned in the Tender Schedule.

NIT Andhra Pradesh, Tadepalligudem, will not accept the tenders from blacklisted companies or undependable suppliers, whose past performance with NIT-Andhra Pradesh was found poor due to delayed and/or erratic supplies and those with frequent product failures, and also against whom there have been adverse reports of sub-standard quality/poor services, as defined in the other parts of the bidding documents.

Signature of the Bidder with stamp

STATEMENT RELATED TO BIDS

Name of work	Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem
Location of work	Central HVAC Plant (Nilagiri)
Bid Document Fee/ Tender Processing Fee (Non-refundable)	Rs.1,500/- by way of RTGS/NEFT from any Nationalized bank drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem. Account Name: Director NIT Andhra Pradesh A/C No: 35579546371 IFSC Code: SBIN0016305 Submit for evidence of payment Receipt.
EMD	Rs. 1,30,000/- by way of DD from any Nationalized bank drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem. Bidders registered with NSIC, MSMEs etc. will be exempted from EMD payment. Subjected to documentary evidence.
Bid Validity Period	90 days from the date of opening of financial bid
EMD Validity Period	90 days from the date of opening of financial bid
Contract Agreement	The contract shall be for a period of Three Years , initially the contract will be for one year and extended yearly on the basis of satisfactory performance of services and compliance of all terms and conditions of the agreement.
Period of furnishing Performance Guarantee	Within 7days from date of receipt of LOA
Performance Guarantee Value	5% of contract value as approved by competent authority
Performance Guarantee Validity Period	38 months from the date of commencement of services
Period for signing the order of acceptance	Within 14 days from date of receipt of LOA

Signature of the Bidder with stamp

TENDER SCHEDULE

PREAMBLE:

National Institute of Technology, Andhra Pradesh, is the 31st NIT among the chain of NITs started by the Government of India. NIT Andhra Pradesh is established in the state of Andhra Pradesh in the academic year 2015 – 2016.

NIT Andhra Pradesh, Tadepalligudem, invites sealed tenders under **Two bid** system i.e., **Technical bid and Financial bid** for the Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem.

SCOPE OF WORK:

Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant, comprising 5 no. of chillers each capacity 165 TR (Make –Mitsubishi-Climaveneta) at NIT Andhra Pradesh Campus, Tadepalligudem, consisting of HVAC equipment's as under.

INVENTORY DETAILS:

a) Chilling Machine (CLIMAVENETA) 165 TR	05 Nos.
b) Cooling Tower (ADVANCE) 210 TR	05 Nos.
c) Chilled water pumps (Primary)	05 Nos.
d) Chilled water pumps (Secondary)	05 Nos.
e) Condenser water pump	05 Nos.
f) Air Handling Units & Panels	30 Nos
g) Secondary Pump Panel (VFD)	01 No
h) Primary & Condenser Panel	01 No
i) Cooling Tower Panel	01 No
j) Main Electrical Panel	01 No
k) Harmonic Filter Panel	01 No

THE CAMC COVERS THE FOLLOWING:

1. DAILY SCHEDULE OF MAINTENANCE:

- A) COOLING TOWER:** Check the water level before starting the plant. Ensure that the make-up water system is working properly and there is sufficient water in the make-up water, the compressor can stop on the high-pressure cutout.
- B) CHILLED WATER SYSTEM:** Check the water level in the expansion tank and ensure the makeup water system is working satisfactorily.
- C) CHECK CRANKCASE HEATER OF THE COMPRESSOR:** It is very important that the crankcase heater comes on automatically when the compressor is stopped. This has to be checked on every day without fail. Do not start the compressor unless the crankcase is warm to the physical touch.
- D) OIL LEVEL IN COMPRESSOR:** This should be about ½ of the sight glass. If this level is not maintained, it is a positive indication of malfunction in the plant. If the oil level in the compressor goes down, never fill in the oil to make up the level. The only correct step is to find out the reason for the poor oil return and rectify it. Be alert to observe any unusual noise and vibration, it may amplify and cause serious problems. Check for overheating of any part of the plant.

2. MONTHLY SCHEDULE OF MAINTENANCE:

- A) LEAK TESTING FOR REFRIGERANT LEAK:** A soap solution / or electronic leak detectors should be used to locate the leaks. While leak testing, the approach should be finding a leak rather than taking it for granted that there won't be any leak and doing the work of leak test as ritual. Even a minor leakage can lead to lot of problems, such as poor oil return, heating of compressor apart from poor cooling. Further refrigerant is costly and so less leak/no leak becomes a big cost saving center in the operation of the plant.
- B) WATER PUMP & GLANDS:** Check for excessive water leak, through the pump gland; certain amount of water drip through the gland is necessary to keep the gland cool. However, if the drip develops into regular flow, it is an indication that the gland is not holding well. The gland inputs can be tightened to reduce the leak, when tightening the nuts does not improve the situation; the gland packing has to be renewed. If this is not in time, water consumption will go up and in chilled water pump, a water leak means, loss of refrigeration.
- Inspect all water pumps
 - Check all seals, glands and pipelines for leaks and rectify as necessary.
 - Re-pack and adjust pump glands as Necessary.
 - Check all pump bearings and lubricate with oil or grease as necessary.
 - Check the alignment and condition of all rubber couplings between pumps and drive motors and rectify as necessary.
 - Check all bolts and nuts for tightness and tighten as necessary.
- C) PNEUMATIC SYSTEM:** Check all the pneumatic systems internally and externally.
- D) EXPANSION TANK:** Inspect the expansion tank, Drain, clean and flush out tanks as necessary.
- E) COOLING TOWERS:**
- Check all the cooling towers
 - Draining, cleaning and refilling the water compulsorily.
 - Check all the cooling tower float valves
 - Check all the cooling tower valves & strainers and Cleaning them compulsorily.
 - Required O & M material are in vendor scope.
- F) AIR HANDLING UNITS AND FAN COIL UNITS:**
- Inspect all air handling and fan coil units.
 - Check all air filters and clean or change filters as necessary.
 - Check all water coils, seals and pipelines for leaks and rectify as necessary.
 - Check and re-calibrate modulating valves and controls. Adjust and rectify as necessary to ensure compliance to the original specifications.
 - Purge air from all water coils.
 - Check all fan bearings and lubricate with grease as necessary.
 - Check the tension of all belt drives and adjust as necessary.
 - Check and clean all the condensate pans, trays and drains.
 - Check measure and re-calibrate all sensors if necessary.
 - Check, clean and service smoke detectors. Carry out a system test to ensure that the smoke detector will trip the AHU 's.
 - Check spring vibration isolators for vibration. Rectify if necessary.
 - Coil to be cleaned by (a) spray of high-pressure clean water (not exceeding 30 psi (b) with chemical spray, if necessary.

G) AIR COOLED PACKAGED UNITS AND PRECISION- COMPUTER AIR-CONDITION EQUIPMENT:

- Check condenser fan motor load ampere.
- Check fan and motor mounting brackets.
- Check shafts and bearings. Lubricate with grease as necessary.
- Check the tension of all belt drives and adjust as necessary.
- Check for refrigerant leaks with electronic leak detector.
- Check electrical terminals and contactors operation and connection for tightness.
- Check compressor motor current.
- Check refrigerant line driers and moisture indicators.

H) AIR DISTRIBUTION SYSTEM:

- Check the operation of all modulating and fixed dampers controlling air flow through unit. Lubricate all damper bearings and linkages as necessary.
- Carry out space temperature checks on air-conditioned areas with thermo hydrograph. Balance air flow as necessary to compliance with requirements of original specifications. These checks include the calibration of sensors, thermostat, etc.
- Check noise level of discharged air from diffusers.

I) VENTILATION:

- Check and adjust as necessary the air flow of all fans are in compliance with the original specifications.
- Check the tension of all belt drives and adjust as necessary.
- Check and lubricate all fan bearings.
- Tighten motor terminals.
- Check starter contacts.
- Test and calibrate overload settings.
- A system check shall be carried out for all Mechanical ventilation (MV), Pressurizations and Exhaust system to verify the performance of the systems.

J) SWITCH BOARD:

- Clean and adjust all switch gear, contactors, relays and associated equipment at intervals not exceeding six months.
- Check and prove operation of thermal over load and protection devices.
- Check and ensure tightness of all equipment fastenings and cable terminations within switch boards.
- Vacuum clean all switch board cubicles.

K) PIPING SYSTEM:

- Check all piping system for leaks and repair these where they have occurred.
- Check for damage & deterioration of insulation or sheathings. Rectify as necessary.

L) CLEAN THE WATER STRAINERS: A clogged strained reduces water flow rate and thus affect the plant performance. Further, if the strainers are not cleaned regularly, the dirt/muck will form a crust and it becomes difficult to clean. This can even puncture the strainer mesh, necessitating the replacement of the strainer element. Though the strainer may look to be too small an item, it plays a very important role in keeping the heat exchanger surfaces clean and efficient.

QUARTERLY SCHEDULE OF MAINTENANCE:

A) BELT TENSION OR BELT DRIVES:

- Check the tension of belts and lighten whenever found loose. A loose belt will reduce transmission efficiency and its own life will be reduced. Further, the drive pulleys can get heated up. Replace belt when it is not possible to tighten them together. In multi belt drives, change the complete set of belts. Select the belts of matched set. If this is not done, the load will be taken only by the smaller length belts, thereby affecting transmission efficiency and belt life.
- It is the pressure gauges and thermometers which give us a correct indication of the plant performance and condition. Therefore, ensure that these are in good order.
- Check the spray of the cooling tower nozzles.
- Drain, clean and refill the cooling tower sump, cooling towers being open, collect lot of dust and muck, hence the necessity to clear once in a week. The cooling tower water may require bleed off due to increased total concentration of the dissolved solids. Check the water hardness periodically.
- Analyse the pressure and temperature readings of the plant from the log book and establish that the plant from the log book and establish that the plant is working satisfactorily. Corrective action should be taken promptly when reading shows even a minor malfunction.
- Check various pressures, temperature and current and analyse the readings to ascertain the condition of the plant.
- Ensure that the oil return is proper.
- Check the crank case heater for proper operation.
- Carry out a thorough test for refrigerant leak.
- Inspect the condition of the filters. Replace them if they are out of shape.
- Check the operation of all safety and operating controls.
- Check alignment of belt and direct drives and belt tension.
- Inspect the cooling tower for proper operation.
- Check all bearing surfaces for abnormal heating and vibration.
- Check drains for free flow and clean when required.
- Check for abnormal vibration and noise. Check for tightness of all fasteners.
- Check cooling coil fins for dirt accumulation. Clean if required.
- Check that electrical connections are proper.

B) CHILLER:

- Check refrigerant level, leak test with electronic Leak detector. If abnormal, trace and rectify as necessary, Inform department in writing rectification.
- Inspect level and condition of oil. If abnormal, trace fault and rectify as necessary. Inform department in writing on the rectification.
- Check the liquid line sight glasses for proper flow.
- Check all operating pressure and temperature.
- Inspect and adjust, if required, all operating safety controls.
- Check capacity control, adjust if necessary.
- Lubricate vane/ linkage/ bearings.

- Visually inspect machine and associated components, and listen for unusual sound or noise for evidence of unusual conditions.
- Check lock bolts and chiller spring mount.
- Review daily operating log maintained by department 's operating personnel.
- Providing written report to Department, outlining services carried out, adjustment made, rectification carried out and if the deficiency is of a major nature, arrange with department for shut- down to rectify equipment.

3. HALF YEARLY SCHEDULE OF MAINTENANCE:

Keep the heat exchanger surfaces clean. In case of water-cooled condenser, check the leaving temperature difference, if it is more than 12 deg. F or 6.6 0C the water tubes are to be cleaned. The frequency of cleaning the tubes will depend upon the quality of water used. When water used is fairly soft, yearly cleaning will be required. For air cooled condensers check for the LTD at the time of commissioning (during peak summer) and this has to be kept as a guide line. Water under pressure sprayed over the coil is the positive method of cleaning the coil. The water jet positive method of cleaning the coil. The water jet should be applied in the opposite direction of the air flow.

A) CHILLER:

- Perform all functions for monthly check
- Check all flanges for tightness
- Change oil in oil sump
- Replace filter
- Check oil temperature control
- Check motor terminals
- Check connections in the starter
- Oil filter replacement.
- Check motor temperature cut-out, tighten motor terminals.
- Check starter contacts, arc shield, transformer.
- Check dashpot oil, clean dashpot and replace oil when necessary
- Test and calibrate overload setting.
- Inspect, calibrate and adjust to original specifications all gauges, safety
- and operating controls including low temperature and high-pressure cutout, oil pressure switch, load limit relay and electrical interlocks.
- Inspect condenser tubes.

B) WATER PUMPS:

- Perform all function for monthly checks
- Check motor earthing, meggar Motor and connection wiring on each leg.
- Tighten motor terminals
- Check starter contacts
- Test and calibrate overload setting.

C) EXPANSION TANK:

- Inspect expansion tank, Drain, clean and flush out tanks as necessary.

D) AIR HANDLING UNITS AND FAN COIL UNITS:

- Perform all functions for quarterly checks.
- Tighten motor terminals
- Check starter contacts.
- Test and calibrate overload settings.

E) DUCTING:

- Check all the ducting joints and ducting Insulations.
- Check all the nuts, bolts and washers.
- Check all the ducting leakages.
- Repairing the damages will come under the bidder scope.

F) AIR-COOLED PACKAGED UNITS AND PRECISION-AC EQUIPMENT:

- Perform all functions listed in the quarterly checks.

G) COOLING COIL: The temperature difference between the canvas temperature and the evaporator, (or water leaving temperature) is the criteria to determine whether the coils require cleaning. Cooling coils are to be cleaned with water under pressure.

- Lubricate all moving parts.
- Change the compressor oil only if the condition of the same is bad.
- Check and clean the contacts in starters. Replace pitted contacts.
- Some special service must be operated.

MANPOWER DEPLOYMENT

S.NO	QUALIFICATION REQUIRED	EXPERIENCE IN THE FIELD OF OPERATION OF HVAC PLANT	NO. OF PERSONS
1	ITI (REFRIGERATION AND AIR CONDITION)	Minimum 02 - 03 years	04

Name and Signature of bidder with seal

Address Bidder:

Place:

Date:

GENERAL CONDITIONS OF CONTRACT:

1. Bidder should maintain a Logbook Register.
2. All tests shall be carried out in the presence of the Engineer-in-Charge or his representative.
3. Any damage or loss caused to the connected equipment or their parts due to negligence, mishandling shall be made good by the Bidder either by payment in Cash as per the prevailing market price of that item or by a new replacement of the same/higher make and specifications.
4. Nothing extra on any account shall be payable over and above the approved all-inclusive comprehensive rates of the contract.
5. Availability and replacement of Spare parts, accessories etc.:
 - a. The Bidder shall undertake to arrange genuine spares parts of the Air-Conditioners as and when required.
 - b. The Bidder has to ensure availability of the spare parts in their stock. In case some of the major spares are not available with Bidder, the same shall be arranged within seven days.
 - c. Bidder shall be responsible for the verification of new part(s) from Institute before fitting to equipment. The removed part is to be handed over to the Institute. In case Bidder notice any part is missing same to be brought to the notice of the Institute or otherwise responsibility shall be of Bidder.
 - d. All the consumable articles/parts required for cleaning, repairs and maintenance of Air conditioners will be provided by the Bidder at no extra charge to the Institute.
 - e. NIT Andhra reserves the right to reject any or all the bids without assigning any reason.

Name and Signature of bidder with seal

ELIGIBILITY CRITERIA:

1. The bidder should have a valid GST Certificate.
2. Bidder must have any one of the below valid Registration Certificates.
 - a) CPWD class-V (or) above category
 - b) State PWDs class-IV (or) above category
 - c) Any central/state Govt organization class-IAnd along with a valid Electrical Grade-A License.
3. All the bidders should submit a spare parts declaration as per Annexure-IV on their letterhead stating that they will support the tenderer with all the spare parts which are mentioned in Inventory details in Page No. 8.
4. The average annual turnover of FY. 2020-21,2021-22, &2022-23 should be at least 32 Lakhs issued by CA with UDIN Number.
5. The bidder should submit audited financial statements (balance sheets) for the FY 2020-21,2021-22, &2022-23 along with relevant income tax returns for the concerned years i.e., AY 2021-22, 2022-23, & 2023-24.
6. Bidder must have successfully completed the works pertaining to HVAC works with the conditions and value of work/purchase orders along with satisfactory certificates defined as under during the period of 01-04-2020 to 31-03-2023.
 - One work of Supply, Installation, Testing, Commissioning / Operation and Annual maintenance Contract of the HVAC Plant costing not less than the amount equal to Rs. 51,48,000/- (Rupees Fifty-One Lakhs Forty-Eight Thousand only).OR
 - Two works of Supply, Installation, Testing, Commissioning / Operation and Annual maintenance Contract of the HVAC Plant costing not less than the amount equal to Rs. 32,18,000/- (Rupees Thirty-Two Lakhs Eighteen Thousand only).OR
 - Three works of Supply, Installation, Testing, Commissioning / Operation and Annual maintenance Contract of the HVAC Plant costing not less than the amount equal to Rs 25,74,000/- (Rupees Twenty-Five Lakhs Seventy-Four Thousand only).
7. All the payments received against the claim of Work/purchase Orders at Clauses (6) above should be reflected in Form 26AS. Else the Work/Purchase Order is treated as invalid.
8. The bidder must have a valid PAN Card and the same should be reflected in all financial statements.
9. Each page of the tender document along with all other submitted documents must be duly signed by the Authorized signatory with Bidder's signature and seal.

Name and Signature of the bidder with seal

METHOD OF SUBMISSION OF BIDS:

1. The bid documents can be downloaded from the Institute website <https://www.nitandhra.ac.in/main/tender> and CPP portal <https://eprocure.gov.in/epublish/app>.
2. The bids should be filled in two bid formats with all the required documents as enclosures in separate sealed covers i.e., (a) Part-I Technical bid, (b) Part-II Financial bid
3. Two separate sealed covers should be specifically super-scribed as **(a) "Technical bid for Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem."** and **(b) "Financial bid for Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem."**. Both the sealed envelopes (a) and (b) are to be kept in another Master envelope, which should also be sealed and submitted.
4. The Master envelope should be super-scribed with **"Tender for Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem."** and shall be addressed to
The Tender Box,
Material Management Disposal Section,
Sardar Vallabhbhai Patel Administrative Vista Building,
NIT Andhra Pradesh, Kadakatla, Near NH-16
Tadepalligudem-534101, West Godavari District, Andhra Pradesh.
5. **Last date for submission of bid documents is 04.07.2024 up to 03:00PM.**
6. Bids received after the due date and time shall be summarily rejected.
7. Incomplete bids or bids not submitted in prescribed format are liable for rejection.
8. Institute will not be responsible for Postal delay.

Name and Signature of bidder with seal

EVALUATION PROCEDURE:

1. At the first stage, the Technical Bids shall be opened in the presence of Bidders, who may like to be present on **04.07.2024 at 03.30 PM.** in **Material Management Disposal Section,** Sardar Vallabhbhai Patel Administrative Vista Building of NIT Andhra Pradesh, Tadepalligudem.
2. IPC would evaluate the technical bids submitted by the Bidders.
3. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification/eligibility criteria, availability of facilities and amenities as needed, availability of government/statutory approvals and clearances, ready and explicit willingness to accept and honor the terms and conditions of contract etc. will be deemed to be material deviations.
4. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
5. Only those Bidders whose technical bids have been found to be substantially responsive would be evaluated.
6. The Financial bids of those Bidders only shall be opened who qualified in the Technical Evaluation. The Institute will award the contract to the Successful Bidder, whose financial bid is the lowest price bid among all the quoted bids. The decision of the Director, NIT Andhra Pradesh, Tadepalligudem, is final in this regard. In case of a tie, the contract will be awarded to the firm that has the highest Average Annual turnover for the last three years.
7. Tenders with revised/modified rates/offer after opening of the tenders shall be summarily rejected and the entire Earnest Money Deposit (EMD) submitted with the tender shall be forfeited.
8. The tender is not transferable under any circumstances.
9. Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, directly or indirectly shall lead to disqualification of the Bidder.
10. In case of a further tie, the contract will be awarded to the firm that has the highest Average Annual turnover for the FY 2020-21, 2021-22 and 2022-23.

Name and Signature of Bidder with seal

PENALTY CLAUSE:

Penalty shall be imposed due to delay in recovering the system to normal working conditions i.e., the system has to be restored to normal working condition within **A DAY** failing to which, penalty of **1000/-** for delay of every day and maximum up to 10% of the total contract value.

PAYMENT TERMS:

Payment to the successful bidder shall be released every month on submission of the Attendance report and daily Logbook Register.

DISCLAIMER:

Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects.

NIT Andhra Pradesh nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the NIT Andhra Pradesh to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.

The Director, NIT Andhra Pradesh reserves the right to change any or all of the provisions of this request for Proposal. Such changes would be intimated to all parties procuring this request for Proposal.

The Director, NIT Andhra Pradesh reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

JURISDICTION:

Any dispute arising out of the tender / bid document / evaluation of bids / issue of APO shall be subject to the jurisdiction of the competent court at Tadepalligudem only.

Signature of the Bidder with stamp

PART-A (CHECKLIST FOR TECHNICAL BID)

All the commercial conditions shall also be indicated in this part. Deviations, if any, to our specifications shall be brought out very clearly. Bidders shall mention point-wise confirmation with regard to technical specifications given in our Enquiry.

S. No	Particulars	Yes	No
1	Copy of original tender draft downloaded from the NIT Andhra Pradesh website.		
2	In the form of RTGS/NEFT from the National Bank towards Tender Processing Fee		
3	Crossed Demand Draft from National Bank towards EMD		
4	Copy of CPWD Class-V/any State PWDs class-IV/above category (or) any central/state Govt organization Class-I along with Electrical Grade-A License registration		
5	Copy of Spare Parts Declaration		
6	Copy of GST registration		
7	Copy of PAN card		
8	Copy of relevant work order(s)		
9	Copy of respective Work satisfactory certificate(s)		
10	Copy of Financial turnover certificate issued from Chartered Accountant with UDIN on his letter head.		
11	Copies of Income Tax Saral form>Returns along with Audited financial statements, Profit and Loss Account, Balance sheets, Form 26AS.		
12	Declaration in the format given by the Institute		
13	Financial bid cover		

Enclose all certificates in support of the above statements.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company Seal:

DECLARATION

(To be provided on letter head of the Bidder and submit along with technical bid)

I / We _____ do hereby certify that our firm is not blacklisted and no enquiries / cases are pending against us by Govt. of India / Govt. of Andhra Pradesh or by any State Board Universities, since inception of the firm / company.

All the terms and conditions given in the tender draft with **Ref No: NITANP/SMMD/TENDER/2024-25/19** **Date: 12.06.2024** **“For Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem.”**, are acceptable to us.

We also certify that the information mentioned in the submitted documents is true and complete in any every respect and explicitly agree that in case at a later date it is found out by the Institute (NIT Andhra Pradesh, Tadepalligudem) that any details provided herein by us are incomplete/incorrect, any contract given to us may be summarily terminated forthwith, our firm may be blacklisted, and that the Institute may also initiate any other legal/penal proceedings, as deemed fit by it.

Signature of the Authorized Signatory

Name:

Designation:

Date:

Place:

Company:

Contact No.

Company Seal:

PART-B. FINANCIAL BID (On Firm Letterhead)

For Operation and Comprehensive Annual Maintenance Contract (CAMC) of Nilagiri Central HVAC plant at NIT Andhra Pradesh Campus, Tadepalligudem.

Ref No: NITANP/SMMD/TENDER/2024-25/19

Date: 12.06.2024

S. No.	Description	Amount Per Annum
1	For Operation and Comprehensive Annual Maintenance Contract of HVAC Plant (Nilagiri):	

Offered Price (in words): Rupees _____ per Annum only. **(Inclusive of all taxes)**

NOTE:

1. Offered price includes GST as per the Government norms.
2. L1 shall be finalized only when the bidder quoted the least amount.
3. 2% TDS amount of GST payable on the bills will be deducted as per the Govt. of India, Ministry of Finance, Department of Revenue notification vide No.65/39/2018-DOR, dated: 14-09-2018.
4. In case of a tie, the contract will be awarded to the Bidder/Firm having the highest Average Annual Turnover for the FY 2020-21, 2021-22 and 2022-23.
5. **Note: All Consumable items which are part of service and maintenance, such as cleaning, oils, grease, nuts, bolts, and washers, filters, gaskets, flanges, pump seals, motor windings, refrigerant topping up (oil & gas), all rubber and PVC parts, all valves, all wear and tear items, etc. will be in the scope of the vendor. Further the vendor must replace the spare parts whenever required, which cost is less than Rs. 1,00,000/- (per each part/month) is in the scope of the vendor.**

Signature of the Authorized Signatory

Name:

Designation:

Address:

Tel./Mobile No.:

E-mail ID:

Date:

Seal of the Firm:

SPARE PARTS DECLARATION

(To be provided on letter head of the Bidder and submit along with technical bid)

I / We _____ do hereby agree that we will support all the spare parts which are mentioned in Inventory details as under:

- | | |
|--|---------|
| a) Chilling Machine (CLIMAVENETA) 165 TR | 05 Nos. |
| b) Cooling Tower (ADVANCE) 210 TR | 05 Nos. |
| c) Chilled water pumps (Primary) | 05 Nos. |
| d) Chilled water pumps (Secondary) | 05 Nos. |
| e) Condenser water pump | 05 Nos. |
| f) Air Handling Units & Panels | 30 Nos |
| g) Secondary Pump Panel (VFD) | 01 No |
| h) Primary & Condenser Panel | 01 No |
| i) Cooling Tower Panel | 01 No |
| j) Main Electrical Panel | 01 No |
| k) Harmonic Filter Panel | 01 No |

In case if we found as defaulter to the above declaration, the contract will be terminated.

Signature of the Authorized Signatory

Name:

Designation:

Date:

Place:

Company:

Contact No.

Company Seal: