

**UNIVERSITY GRANTS COMMISSION**

**BAHADUR SHAH ZAFAR MARG**

**NEW DELHI-110 002**

**NOTICE INVITING TENDER**

TERMS AND CONDITIONS FOR Quotations for repairing, hiring and filling water in Deser Coolers during the summer Season of the year 2009 w.e.f. 15<sup>th</sup> April, 2009 to 15<sup>th</sup> October, 2009 in the UGC Office.

1. The UGC office is located as per addresses indicated here under:-
  - i) UGC Main Office at Bahadur Shah Zafar Marg, New Delhi – 110 002.
  - ii) UGC Branch Office at 35- Feroze Shah Road, New Delhi – 110001.
  - iii) UGC Branch Office at South Campus of Delhi University, Benito Juarez Marg, Near Dhaula kuan, New Delhi-110 021.
  
2. The firms may quote their rates as under:

S.No.	Particulars	Quantity	Rates Quoted
1.	Repair-cum-Service Contract of Desert Coolers (All inclusive with spare parts)	25 (Approx.)	Rs.-----each for entire season.  (including filling of water in Desert Coolers)
2.	Hiring of Desert Coolers (See S.No.10 for more details)	The number of Desert Coolers required is tentatively 150 which may increase or decrease depending upon the requirement.	Rs.----- each for entire season.  (including filling of water in Desert Coolers).
3.	Fiber sheet –transparent -2 mm	The fiber sheet will be fitted after removing the desert coolers at the end of the season and payment will be made after actual measurement	Rs._____ per sq.ft.

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3. The Repair-Cum-Service contract stands for all in service for all in service contract on 'as is where is' basis which includes replacement of defective parts like knobs, polythene pipe, distribution of water box, capacitors, bush, ball bearing, pump rods etc., oiling grea sing, washing, fixing of pads, providing of wool pad 1-1/2 thick, painting of water tank, full painting (inside & outside of body), rewinding of water pump, rewinding of motor, replacement of front grill, replacement of water tank, replacement of back and side cover (steel), are installation after remolding the existing window, closing the window with plywood, fixing of window steel stand 26"x26" mm., wire-3 core of Plaze/sethia (all ISI mark), Plug (a) 5 Amp., (b) 15 Amp. Of Leader/Anchor/Cona (all ISI mark) etc.
4. Over writing must be avoided, otherwise quotation is liable to be rejected.
5. Sealed quotations properly superscribed as "Quotation for Repair-cum-Service, Hiring and Filling of Water in Desert Coolers" addressed to Sh..Tapan Sarkar, Under Secretary, (Genl.Admn.), Room No. 206, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi- 110 002. **latest by 30.03.2009**
6. A Demand Draft of Rs. 10,000/- (Rupees ten thousand only) in favour of the Secretary, UGC, New Delhi may be enclosed as Earnest Money. The quotation received without Earnest Money will not be considered.
7. The Earnest Money will be refunded to the unsuccessful tenderers without any interest. However, the Earnest Money deposited by the successful tenderer will be kept as Security Deposit. The same will be refunded without any interest after the successful completion of the contract.
8. Contractor will also be required to maintain the coolers clean and ensure that water of the coolers is changed every week so that there is no mosquito breeding inside the coolers. The contractor shall also be responsible for adding anti mosquito breeding chemical in the coolers periodically as per the specifications of the Municipal Corporation of Delhi. The UGC will not be responsible in any way for the penal action by the Municipal Authorities, if any larva or mosquito is found in the water of the coolers by them. If MCD authorities issue a challan on UGC for any inadequacy on the above account, it shall be paid by the contractor.

9. The contractor will be required to provide necessary pipes and other equipments for filling water in the coolers.
10. The desert coolers to be installed on hiring basis should be of good quality (such as Crompton, Bajaj and Polar etc.) and must have ISI brand motor and pump. Further the desert cooler should not make noise while working, therefore, the body must be heavy. In case of noise making coolers, they should be replaced within 3 days, failing which an amount of Rs.1,000/- per day shall be deducted from the Earnest Money deposit.
11. If any accident occurs with any worker of the contractor while installing the coolers or filling water in the coolers, the UGC will not be liable in any way and the sole responsibility will be of the contractor.
12. A penalty from 5 to 10 % on the total amount in the final payment of the contractor will be made, if the satisfactory service is not provided by the firm to the office. the decision of the UGC shall be final in this regard.
13. The contractor will abide by the terms & conditions of the tender strictly.
14. The Secretary, University Grants Commission reserves the right to accept or reject any of the tenders without assigning any reason thereof.
15. The Permanent Account Number of the firm may be indicated. The Quotations of the firms who do not have Permanent Account Number will not be considered.

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