



COCHIN PORT TRUST

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Office of the
Dy. Chief Mechanical Engineer(Ele)
Willingdon Island, Cochin -682 009

No. D3/AC-AMC-Samudrika/2020-E

Date : 09/02/2021

QUOTATION NOTICE

- I. Sealed Quotations in the prescribed format in single Cover system are invited by the Deputy Chief Mechanical Engineer(Ele), Cochin Port Trust, Willingdon Island, Cochin-9 for the work " Comprehensive Annual Maintenance contract for 35 nos. of Air Conditioners make – VOLTAS installed inside the Cruise Passenger Facilitation Centre & 1 no. A.C at VTMS of Cochin Port Trust".
- II. The details regarding the tender are as follows.

Quotation No. & date	: No.D3/AC-AMC-Samudrika/2020-E Date : 09/02/2021
PAC	: Rs.1,73,880/- (Rupees One Lakh Seventy Three Thousand Eight Hundred Eighty only)
Issue of Quotation document	: From : 09.02.2021 to 3.00 p.m on 22.2.2021
Last date and time for receipt of quotation	: upto 03.30 p.m. on 22.02.2021
Due date and time for opening of quotation	: at 04.00 p.m . on 22.02.2021
Earnest Money Deposit	: Nil

III. **MINIMUM QUALIFYING CRITERIA**

Authorised service providers of VOLTAS make Air Conditioning units in Ernakulam

IV. **Detailed scope of work:-**

The bidder shall quote their rates as per attached Schedule of work as Annexure I.

V. **Time of completion.**

AMC shall be for a period of one year from the **date of issue of work order.**

VI. **Payment terms**

Half yearly payment to the firm after satisfactory completion of AMC for six months period.

VII. Detailed specification and scope of work & Terms & condition : Enclosed as annexure II

Superintending Engineer(Ele)
Cochin Port Trust

SCHEDULE OF WORK FOR AMC OF ACS AT SAMUDRIKA HALL & VTMS CABIN

Sl.No	Description of work	Quantity (Nos)	Rate (Rs)	Amount (Rs)
	Annual Maintenance Contract of 35 nos. of VOLTAS make 3.0 Ton capacity air conditioning units inside Samudrika Hall & 1 no. at VTMS cabin of CoPT for one year including cost of spares required for maintenance.			
1	3.0 Ton Cassette type air conditioner unit with remote facility including the cost of spares required for maintenance.			
2	3.0 Ton Slim Line Tower air conditioner with remote facility including cost of spares required for the maintenance.(23 nos. at Samudrika & 1 no. at VTMS cabin at New Administrative Building)			
	Total			
	GST @18 %			

TERMS AND CONDITIONS

1. The Annual Maintenance Contract is exclusively for the 35nos. of air conditioning units installed inside the cruise passenger facilitation centre 'Samudrika', comprising of 12 nos. of 3.0 Ton Cassette type and 23nos. of 3.0Ton Slim line Tower air conditioning units and 1 no. 3 Ton Slim line tower air conditioning unit at VTMS, for a period of 1 year.
2. The Contractor shall be authorized service providers of M/s Voltas in Ernakulam.
3. The maintenance contract is a comprehensive one and covers replacement of all consumable spare parts required for the periodical, preventive and break down maintenance for the proper smooth functioning of the air conditioning units. The rate quoted shall be inclusive of the cost of spares required for the above maintenance.
4. On occasions when the building is reserved for some function, the same shall be intimated to the firm and the service person shall confirm proper functioning of all the air conditioning units before the function.
5. The GST applicable as per law can be billed on the Port Trust, which will be paid to the contractor by Port along with the bills. The contractor in turn shall remit GST to the concerned department as provided by the law.
6. The rates quoted shall remain in force during the period of contract and demand for upward revision of rates on any account whatsoever will not be entertained. Except AMC amount any other type of payment shall not be made.
7. The Port reserves the right to cancel or accept the offer without assigning any reason whatsoever.
8. **SCOPE OF WORK**
 - a. Defective/ worn out parts shall be replaced with new parts.
 - b. The entire air conditioning system shall be checked for any leak and attended to if necessary.
 - c. Repairs to Compressors shall be got done at the authorized service centre of the compressor manufacturer. The defective spares shall be replaced and consumable like refrigerant gas shall also be supplied and filled wherever necessary. If compressor replacement is required, the AMC provider shall do the same and the cost incurred shall be borne by the Port
 - d. Overhauling at site or in service station as and when required.
 - e. Refrigerant gas shall be filled/changed as and when necessary.
 - f. In case the air-conditioners are taken to service station for repairs, to and fro transportation shall be arranged by the firm.
 - g. Safety controls such as pressure cut outs should be tested for proper functioning and in case of any malfunctioning they shall either be repaired or replaced accordingly.
 - h. The condenser coil and refrigerant piping shall be inspected and any repairs in them shall be attended to.
9. The Engineer-in Charge for the work will be the Superintending Engineer (Ele.). The servicing/repair of the air-conditioners shall be done with the permission of the Superintending Engineer (Ele.) or his authorized representative. Concerned officer's signature shall be obtained after each service/repair. A copy of the service / repair report shall be sent for verification and records. .

10. During the Maintenance Contract period, periodical servicing & maintenance of the air-conditioners shall be done at least once in every month, in addition to break down calls. Schedule for service shall be prepared and service chart shall be got approved by the Engineer-in-charge.
11. The intimation of any fault in the machine will be reported to the firm over Telephone/ Email/SMS. The fault shall be attended to within two hours from the time of booking of complaint.
12. The periodical servicing & maintenance shall be carried out by trained and experienced engineers/ mechanics only, using genuine spare parts.
13. The service engineer/ technician shall be available at all time throughout the contract period for the breakdown/service calls as and when required, especially when 'Samudrika' hall is occupied for various functions.
14. Payment terms: 50% of the total contract amount will be paid after satisfactory completion of first 6 months and submission of bill and the balance amount after satisfactory completion of the rest of AMC period.
15. An agreement will have to be executed on Kerala Stamp Paper worth Rs200/- for the due and proper fulfillment of the contract. The firm shall carry out and complete the work in every respect in accordance with the contract. No subletting of work as a whole or part by the firm is permissible.
16. Any failure on the part of the firm to maintain the air conditioners satisfactorily and the delay on the part of the firm to repair defects/ replace defective parts for any reasons, including non-availability of genuine spares/ parts shall be deemed to be a breach of the terms and conditions of this AMC and shall entail deduction of penalty @1/2% per week or part thereof of the AMC amount of each A.C unit.
17. In case of failure on the part of firm's role during the contract period the employer has the right to get the work done by any other party and employer shall deduct the charges payable for the service from the firm's bill.
18. All safety precautions shall be taken while carrying out the work. The Contractor shall supply the necessary safety equipments to the workers employed by him. The Contractor shall be solely liable and responsible for accidents if any, occurring during the period of Contract. Contractor shall insure the workers deployed by him for the work. The Port will in no way be responsible for the loss/damages to the materials in connection with the work.
19. The Port Trust shall have the option to terminate the Maintenance Contract if the service rendered is found to be unsatisfactory and in such cases only pro-rata contract amount shall be paid. The Court at Cochin will have the jurisdiction to deal with any legal matters or dispute.