

**GOVERNMENT OF TRIPURA
DIRECTORATE OF INFORMATION TECHNOLOGY
ITI ROAD, INDRANAGAR
AGARTALA-799006**

June, 2024

NOTICE INVITING QUOTATION

On behalf of the Governor of Tripura, a sealed quotation is invited from interested agencies for 2 years Comprehensive Annual Maintenance Contract (CAMC) for 10 nos. 1.8 Ton Split Air Conditioner (AC) (Make : Daikin) of Tripura State Data Centre (TSDC) under Directorate of Information Technology.

Format for quoting rate is given below:-						
Sl. No	Item Description	Quantity	Unit Rate (Rs.)	Taxable Amount (Rs.)	GST (Rs.)	Total Amount (including GST in Rs.)
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)
1	1 st year CAMC for 1.8 Ton split AC of TSDC	10				
2	2 nd Year CAMC for 1.8 Ton split AC of TSDC	10				
Grand Total (Rs.)						
(Rupees only)						

SCOPE OF WORK :

1. Every AC shall be serviced once in every quarter.
2. Breakdown calls shall be attended immediately.
3. Breakdown service will include replacement of genuine spares & compressor, gas charging at free of cost.
4. Quarterly Preventive Maintenance service include the following:
 - 4.1 Checking Motor Bushings.
 - 4.2 Checking connections at main plug.
 - 4.3 Cleaning of blower and condenser fan.
 - 4.4 Cleaning of air filters.
 - 4.5 Cleaning of evaporator and condenser coils.
 - 4.6 Cleaning the equipment.
 - 4.7 Cleaning and tightening of nuts and bolts.
 - 4.8 Lubrication of fan/ blower motor.
 - 4.9 Checking cooling efficiency.
 - 4.10 Cleaning, de-rusting, washing of all sheet metal parts, water vent pipes.
 - 4.11 Checking of voltage stabilizers.
 - 4.12 Cleaning full indoor and outdoor unit.
 - 4.13 Checking the Gas and refilled if needed.

TERMS & CONDITIONS

1. Rate should be quoted only as per format mentioned above.

2. On the top of the envelop ref. no. and name of the quotation “**Sealed quotation for 2 years CAMC for 10 nos. 1.8 Ton Split AC of TSDC**” should be mentioned.
3. Rate should be quoted both in word and figure and no overwriting or incomplete quotation will be accepted.
4. Bidder should provide copy of PAN card & GST registration with the quotation.
5. Bidder should be authorized service provider of Daikin and authorization letter of Daikin should be submitted.
6. Bidder must have registered office in Agartala. Copy of trade license to be submitted alongwith quotation.
7. **Last date of submission of quotation is 15-07-2024 up to (2.00 PM) in the office room of the Directorate of Information Technology (DIT), Govt. of Tripura, IT Bhavan, ITI Road, Indranagar, Agartala.** If required, DIT may extend last date of submission.
8. Date of Opening **15-07-2024 at 4.00 PM**, if required, DIT may alter date of opening of the quotation.
9. Interested bidder or their representative (only one person of a firm) may remain present during opening of the quotation.
10. No quotation will be received or accepted after the due date and time as mentioned above.
11. Bill in triplicate may be submitted to the Director, Directorate of Information Technology, Govt. of Tripura after completion of each quarter for processing release of payment.
12. All statutory deduction i.e, GST & Income Tax etc. will be deducted at source as applicable.
13. No additional charges will be paid for any spare parts or activities including replacement of compressor, condenser coil, evaporator coil, fan motor, air filters, overhauling, capillary, gas charging, painting, tinkering, stabilizer, electrical parts and transportation etc.
14. DIT reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever. DIT does not bind itself to accept the lowest or any bid and reserves the right to reject all or any bid or cancel the NIQ without assigning any reason whatsoever. DIT also has the right to re-issue the NIQ without the vendor having the right to object to such re-issue.
15. Either party has the right to terminate the contract by giving 30 days notice.

(Jeya Ragul Geshan B, IFS)
Director, IT
Govt. of Tripura