

No. 33011/2/2012-Admn.  
Government of India  
Ministry of Chemicals & Fertilizers  
(Department of Fertilizers)

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Room No. 203-D, Shastri Bhawan,  
New Delhi-1100 001

Dated: the August, 2012.

6.9

To

As per list at p.1

Subject: Annual Maintenance Contract (AMC) for upkeep of Room Heaters / Heat Converters/Blowers/Radiator Heaters/Table/Pedestal Fans/Wall Fans and repair of Electrical articles etc.

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Sir,

Department of Fertilizers intends to award the contract for comprehensive repair/maintenance and upkeep of about 30 Heat Converter (Blowers and Halogen heaters), 25 Oil Heaters, 75 Table/Pedestal/Wall Fans (different makes i.e. Usha, Orient, Polar, Crompton Greaves etc.), 40 Voltage Stabilizers, 03 Inverters, 20 Hot case and 50 Extension Boards during the whole year and undertaking miscellaneous repair / replacement of parts of electrical gadgets / items include repairing of call bells, table lamps, tube lights fittings, electrical kettle, emergency lights, covering of open electrical wires with channel and supply of electrical items connected therewith to the Department of Fertilizers. competitive rates in respect of the specific items of electrical appliances specified in **Annexure**.

2. Sealed rate quotations are invited from reputed firms initially for a period of one year, which may be extended for further period, subject to satisfactory performance. The firm may quote its rate as per list of articles in Annexure. There shall be no increase in the approved rates during the extended period and terms and conditions of contract will also remain unchanged. The comprehensive AMC shall cover the entire range of service such as repair/replacement of parts, where ever required and cleaning / servicing of the Bowers / radiators/Table and Pedestal Fans and making them fully functional. **The firm may quote consolidated AMC rates taking into account the present condition of the electrical equipments indicated in the para one above.** If there is any change in the number of equipments, the AMC rate shall be calculated on pro-rata/proportionate basis. Interested firms willing to undertake this work may send their competitive rates as per terms and conditions specified in para below. Quotations addressed to the Under Secretary (Admn.), Department of Fertilizers, Room No. 205-D, Shastri Bhawan, New Delhi 110 001, may be submitted in a sealed cover superscribed "**QUOTATION FOR COMPREHENSIVE MAINTENANCE CONTRACT OF ELECTRICAL ITEMS**" and sent by post to the undersigned or may be dropped in the Tender Box of this Department placed at the RTI-cum-Facilitation Centre, Garage No. 12, G.F. Shastri Bhawan, New Delhi latest by **3.00 PM on or before 7.9.2012**. The quotations will be opened on the same day at 3.30 PM in the cabin of the undersigned (205-D, Shastri Bhawan). The terms and conditions of the contract will be as under:-

(i) The firm should have experience of undertaking similar jobs in Ministries / Departments. The copies of experience certificate, if possible, may be enclosed;

- (ii) The work will be carried out in the premises of this Department. Only such work which cannot be executed in the premises of the Department, would be allowed to be done in the workshop with the prior permission of the undersigned or SO (Admn.);
- (iii) If the Department feels that any of the electrical item, under the contract is not properly maintained / serviced by the firm or does not function for any period, a reasonable deduction from the bill of the firm will be made. The decision of this Department as regards to the reasonableness of deduction will be final and binding on the firm;
- (iv) Electrical items, which are required to be used in winter season only, will be serviced / repaired from November onwards. For this purpose, experienced mechanics of the firm will have to be deputed every day wherever required. The initial servicing etc. of Blowers, Radiator Heaters etc. will have to be completed in the first fortnight in the month of November. Only genuine/original parts, wherever required, will be used;
- (v) The firm will have to deposit earnest money / security deposit of Rs. 2,000/- in the form of Demand Draft in favour of Pay & Accounts Officer, Department of Fertilizers, along with quotation, failing which, quotation will not be considered;
- (vi) The firm will have to use all products / materials of ISI mark only;
- (vii) The payment on account of service / maintenance of summer and winter electrical articles like Fans, Blowers, Radiator heaters, Inverters, Water Dispensers etc. will be made in four quarterly installments, subject to satisfactory performance of the firm. The payment will be made on actual work done basis;
- (viii) The tenderer should enclose the copy of PAN number with the quotation; and
- (ix) This Department reserves the right to cancel the Annual Contract at any time, if the services of the firm is not found satisfactory.

Yours faithfully,



(Sanjay Srivastava)

Under Secretary to the Govt. of India.

Tel. 23389364.



Encl: as above.

To  
NG for Planning & Tender on website.

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S. No.	Name of the Item	Rate (Rs.) inclusive of taxes, etc., if any
1.	Maintenance charges, inclusive of complete cleaning, oiling, servicing etc of <b>Blowers and Halogen Heater</b> (Total = <b>30 (For winter season only)</b> )	
2.	-do- <b>Oil Heater</b> (Total <b>25 (For winter season only)</b> )	
3.	Maintenance charge, inclusive of filling battery water etc. checking of wiring etc. of <b>3 No. Inverters</b> (Full year charge of each)	
4.	Maintenance charges, inclusive of through cleaning, oiling, servicing etc of <b>Dispensers</b> (Full year charge of each)	
5.	Maintenance charges, inclusive of through cleaning, oiling, servicing etc of <b>Wall Fan, Pedestal Fan and Ceiling Fan</b> (Total = <b>75 (Full year charge of each)</b> )	
6.	Maintenance charges, inclusive of through cleaning, oiling, servicing etc of <b>HOT CASE</b> (Total = <b>20 (Full year charge of each)</b> )	
7.	Maintenance charge of Extension Boards Total = <b>50 (Full year charge of each)</b>	
8.	Comprehensive Maintenance charge of Voltage Stabilizers Total = <b>40 (Full year charge of each)</b>	
9.	Supply and installation of Light Plug 5 AMP (three Pin) (Anchor)	
10.	Supply and installation of Power Plug 15 AMP (Three Pin) (Anchor)	
11.	Supply and installation Three core wire 40x76 (per meter)	
12.	Supply and installation Socket 5 AMP Anchor make	
13.	Supply and installation Socket 15 AMP of Anchor make	
14.	Supply and installation Choke for Tube light (ISI Mark)	
15.	Supply and installation Starter for Tube Light (ISI mark)	
16.	Supply and installation Metal Plug for AC	
17.	Supply and installation Metal AC Socket	
18.	Call Bell (Wireless)	
19.	Call Bell Ding dong	

19.	Call Bell Ding dong	
20.	Supply of Extension Board (4 Points)	
21.	Supply of Extension Board (2 Points)	
22.	Supply and installation Battery for emergency light 12 V 7AH	
23.	Supply and installation PVC Baton 1 inch	
24.	Supply and installation PVC Baton 1.5 inch	
25.	Supply and installation PVC Baton 2.0 inch	
26.	Supply and installation PVC Baton 3.0 inch	
27.	Supply and installation of Decorative Tube Light (1x4)	
28.	Supply and installation of Decorative Tube Light (2x2) for ceiling	
29.	Supply and fitting of CAT 6 Cable (per meter)	
30.	Supply and installation of Wall Fan (Usha, Crompton, Hevals)	
31.	Supply and installation of Pedestal Fan (Branded)	
32.	Supply and installation of Ceiling Fan (Branded)	
33.	Supply and installation of Exhaust Fan 15"	
34.	Supply and installation of Exhaust Fan 18"	
35.	Supply and installation of MCB 32 AMP	
36.	-do DP Switch 32 AMP and 40 AMP	
37.	Supply and installation of 2 Point Electric Box (Roma)	
38.	Supply and installation of 4 Point Electric Box (Roma)	
39.	Supply and installation of copper wire 2.5 mm (per meter)	
40.	-do- (4 mm)	
41.	Supply and installation of AC Box (Branded)	