



**TENDER CALL NOTICE**  
**ROURKELA GOVT. HOSPITAL, ROURKELA**



Letter No: 4209

Date: 30.09.2024

Sealed tenders are invited from registered manufacturers / authorized distributors for Rate Contract for Supply of Different parts & services for repairing of Air-condition for Rourkela Government Hospital, Rourkela. Details regarding the terms & conditions & specifications may be downloaded from \_\_\_\_\_ & submit in the office of the undersigned. The tender should reach in the office of the undersigned 28.10.24 upto 5PM through speed post, registered post/ courier services only along with all relevant documents. The tender will be opened in the conference hall of office of the Director on 29.10.24 at 11:30AM in presence of the quotation or their authorized representatives. The undersigned reserves the right to reject or cancel any or all the tender without assigning any reason thereof at any stage of tender process.

20/9/2024  
Director

Rourkela Govt. Hospital



Office of the Director  
Rourkela Govt. Hospital



CONDITIONS FOR THE RATE CONTRACT OF Supply of Different parts & services for  
of Air-condition FOR 2024-25

Bid Reference No. - 4209

DATE OF COMMENCEMENT OF SALE OF THE BID DOCUMENT: Dt. 30.09.24

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : 28.10.24 upto 5PM

DATE & TIME OF OPENING OF COVER-A (Technical Bid) : 29.10.24 at 11:30AM  
DATE OF OPENING OF COVER-B (Price Bid) :

PLACE OF OPENING OF BID DOCUMENTS:

AND

ADDRESS FOR COMMUNICATION :

AND

RECEIPT OF BID DOCUMENTS

Director  
Rourkela Govt. Hospital  
Rourkela, Odisha - 769004  
email: directorrghrourkela@gmail.com

**TERMS AND CONDITIONS OF TENDER CALL NOTICE FOR SUPPLY OF DIFFERENT PARTS & SERVICES FOR REPAIRING OF AIR-CONDITION FOR ROURKELA GOVT. HOSPITAL**

1. Sealed tender are invited from the intending supplying agencies/registered firm for Supply of Different parts & services for repairing of Air-condition for the year 2024-25.
2. The bidder should have a setup in Sundargarh District. The local bidder will be preferred.
3. The tender paper containing the details terms and conditions, EMD, statutory requirement can be downloaded from the district web site **sundargarh.odisha.gov.in**. The tender cost of Rs. 5,000/- (Rupees Two Thousand Only) & tender processing fee Rs 2000/-(Rupees five hundred only) is non refundable.
4. Tender paper should be completed in all respect along with all required documents should reach in sealed cover to The Director, RGH, Rourkela on or before 28.10.24 upto 5PM by registered/ Speed Post/ Courier Services only.
5. The tender will be open on 29.10.24 at 11:30AM in presence of members of tender committee and tenderers or their authorized representative. The tender received beyond the schedule date and time shall not be taken into consideration.
6. The details terms and conditions associated with the assignment of tender is mentioned at Annexure-A.
7. The tender will be in two parts i.e. technical bid (Part-I) and financial bid (Part-II). The bidders should submit their technical bid and financial bid separately in two envelopes and put into another cover superscripted as tender for Supply of Different parts & services for repairing of Air-condition item.
8. Bidders who qualify technical bid will eligible to participate in financial bid.
9. The lowest bidder in financial bid will be awarded the work order for the different items for the year 2024- 25.
10. Conditional tenders are liable to be rejected. The tender, which is not as per our required specifications, will not be considered.
11. Rates quoted against this tender enquiry shall remain valid upto 12 months after publication of approved rate. No request for increase in rates , if any, will be allowed or entertained during this period.
12. Repairs of all machines should be done within the office premises. Machines cannot be taken out without providing workable/ suitable loan machine or parts against the same being taken out by Contractor. The contractor shall bear the to and fro transportation charges for this purpose.
13. The AC Machines are to be serviced by the selected contractor at every month (i.e. normal servicing) and throughout overhauling (i.e. brought down servicing) once during currency of the work apart from attending break down call immediately as and when required. The records of the brought down service are to be kept in log register and to be signed by the Authority along with AC technician & electrician of this institution.
14. Besides regular service, as and when calls will be made, repair work must be undertaken within 24 hours. If call is not attended within 24 hours of call made, penalty shall be invoked at a rate of deduction of one day payment for every 24 hours of downtime.
15. Payment shall be made after ending of currency of the work and on submission of bill along with service report duly signed by *concerned department incharge* of respective site where machine is installed & also by all authority concerned with duly signed by the AC technician & electrician of this institution.
16. Cancellation of contract: The tender accepting authority can anytime cancel the contract without assigning any reason thereof, by giving a 30 days' notice. No Compensation will be paid to the Contractor/ Firm.

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07/10/2024

17. However, in case of such cancellation by regular bills up to the date of cancellation will be paid.
18. Any inconvenience caused so far as performance of A.C. machines and fresh air machines concerned due to negligence in the part of the agency, if detected, will be liable to penalty. Quantum of penalty would be decided by the authority depending on the gravity of situation.
19. If any repair requires time beyond 24hrs, the contractor shall provide replacement of similar tonnage capacity machine from his own source after taking permission from the Superintendent or his representative & proper gate pass entry from the security of RGH.
20. After getting breakdown information of any of AC the vendor shall be within 6hrs make a preliminary inspection of the equipment if the information is done within 02PM of the day & if information is given after 2.00 pm the preliminary inspection should be done at 12.00 pm of next day.
21. The vendor or contractor shall produce the rate or cost of the original spare parts from the manufacture of the respective brands of the AC machine for billing purpose.
22. The vendor shall deposit all the damage or defunct spare parts remove from the machine to the designated store keeper of RGH, that defunct part can be re-examined by any RGH approved engineer and if subsequently found to be good and functional condition then the payment bill of spare parts used by the contractor shall be recovered from the vendor with the spare parts removing in position in machine.

*Handwritten signature*  
07/10/2024

**Annexure-A**

	<b>Terms and Condition</b>	<b>Document to be Submitted</b>
	The organization should be a valid GSTIN	GST Certificate
2	It should not be a black listed organization by any Govt. organization	Declaration in stamp paper in 20 Rs non judicial paper.
3	The rate should be quoted inclusive of GST Charges, Delivery Charges Etc	Furnished in financial bid (tender Form-2)
4	The RGH administration will have no liability regarding transportation, loading and unloading of materials indent for supply to the designated place in good condition. The defective or damaged materials if any will be replaced by the selected agency.	The bidders should declared in non judicial stamp papers that it abides all the terms and conditions laid down in the terms and condition of the tender
5	The tender must be accompanied by Bank Draft Rs. 7,000/- In favour of Rogi Kalyan Samiti, Rourkela Government Hospital, Rourkela Payable at Rourkela towards cost of tender paper Rs 5000/- & processing fee Rs 2000/-.	Draft to be enclosed
6	The tender must be accompanied which earnest money of Rs. 10,000/- (Rupees Ten Thousand) only in shape of demand draft pledged in favour of Rogi Kalyan Samiti, Rourkela Government Hospital, Rourkela tender without money will be liable for rejection. The EMD of unsuccessful bidders will be returned without interest on finalization of bid. EMD of successful bidder will turn into security deposited and it will return back without interest after completion of tender period.	Draft to be enclosed
7	The administration will not pay advance payment to the organization. The organization will have to carry out the entire job on it is own and the amount will be paid only after satisfactory completion of the job and submission of bill in triplicate.	
8	Under no circumstance shall the successful tendered shall not appoint in sub contractor of sub lease the contract. If it is found that the successful tendered has violated these condition the contract will be terminated forth which without any notice and security deposited by the tendered shall be forfeited	
9	The bidder should produce the production capacity of the firm and annual income and expenditure for last two years in tender paper.	Turn Over from last 1 year should be more than 2 lakh every consecutive financial year
10	The successful Bidders are requires to ensure safe delivery of the items in good condition at RGH, Rourkela	
11	The successful bidders are required to supply the approved quality items only as per specification, failing which the bidder will be black listed and security deposit will be forfeited.	
12	The successful bidder fails to supply within the stipulated period then 2% per day of delay shall be deducted from the final payment	
13	The authority reserves the right to reject any or all the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision	
14	The bidders shall ensure that each pages of the tender document is to be signed with authorized signatory & company seal.	
15	The quoted price shall remain valid for 1year from the date of approval.	

**Tender Form**  
**Part-I**  
**(Technical Bid)**

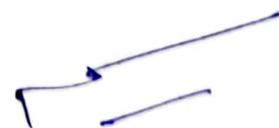
1	Name of Supplying Agencies (In capital Letters)	
2	Address of Organization	
3	Name of Authorized Signatory. In Block Letter	
4	PAN submitted or not	
5	Telephone number of authorized signatory/ organization	
6	GST Submitted or not	
7	Bank draft of Rs. 7,000.00/- in favour of Rogi Kalyan Samiti, Rourkela Government Hospital, Rourkela towards cost of tender paper & processing fee submitted or not	
8	Bank draft of Rs. 10,000.00/- pledge in favour of Rogi Kalyan Samiti, Rourkela Government Hospital, Rourkela towards earnest money deposit	
9	P/L statement along with certified copy of balance sheet showing minimum turnover of 2 lakhs of last 1 year. IT return last 1 year to be submitted along with the tender bid.	
10	Document of any past experience of supply of materials to the Government organization. (self attested copy to be submitted)	
11	Whether have any legal suit/ criminal case pending against it for violation of PF/ESI/MW act or any other law. (submit the affidavit of declaration for no case pending)	
12	Affidavit of declaration that the tenders agrees to abide by all the terms and condition of tender	
13	Whether all documents submitted signed by authorized signatory of the organization. (Yes or No)	
14	The bidder must furnish upto dated GST clearance certificate.	
15	Registration certificate of the firms.	

**Declaration**

I/ we her by certify that the terms and conditions specification etc. Given with the tender notice have been read carefully and acceptable to me/ us and that the information furnished above is complete and correct to the best of my / our knowledge, I/ we understand that in case of any deviation in the above statement at any state, the tender shall be black listed and will not have any dealing which in future.

**(Signature and Seal of the authorized signatory)**

Place:  
Date:



Sl. No	Item Description	Unit Price Excluding GST
1	AC Servicing (Dry)	
2	AC Washing, Cleaning with Servicing Jet Pump	
3	Gas Filling 1.5 TON R22	
4	Gas Filling 1.5 TON R410	
5	Gas Filling 1.5 TON R32	
6	Gas Filling 2 TON R22	
7	Gas Filling 2 TON R410	
8	Gas Filling 2 TON R32	
9	Capacitor Replacement	
10	AC Copper Condenser Repairing	
11	AC Condenser Replacement	
12	Fan Blade Replacement	
13	Outlet Pipe Replacement	
14	AC Pipe Insulation Replacement	
15	AC Dismantling/Transfer with reinstall	
16	AC Dismantling Only	
17	PCB replacement	
18	PCB repairing	
19	PCB DC replacement	
20	PCB DC repairing	
21	Fan motor outdoor DC	
22	Fan motor indoor DC	
23	Fan motor indoor normal	
24	Fan motor outdoor normal	
25	Blower replacement	
26	Compressor replacement	
27	1/4 value replacement	
28	5/8 value replacement	
29	AC reinstall & servicing	
30	Indoor Motor Rewinding(Inv/Non Inv)	
31	Replacement of contractor(Inv/Non Inv)	
32	Indoor PCB Dc inverter REPARING	
33	Indoor PCB Dc inverter Replacement	
34	Windows Ac PCB Dc inverter Replacement	
35	Windows PCB Dc inverter REPARING	
36	Copper pipe 1/4 din & 1/2	
37	Copper pipe 1/4 & 5/8	
38	Cooling coli Replacement	
39	Drain tray replacement	
40	Ac remote All models	
41	Dc inverter compressor replacement	
42	Indoor unit replacement non inverter	
43	3 core wire 2.5	
44	4 core wire 2.5	

**Forwarding letter/Self declaration form**

(To be submitted on bidder's letter head)

(To be submitted in Technical bid)

To,

**The Director  
RGH, Rourkela**

**Sub: Submission of tender for supply of Supply of Different parts & services for repairing of Air-condition items.**

**Ref: Your Tender ref. no. \_\_\_\_\_, Dated \_\_\_\_\_**

Sir,

With reference to your above mentioned tender for supply of Supply of Different parts & services for repairing of Air-condition items. Having examined the tender document, we hereby submit our proposal along with the necessary documents. I/ we hereby declare that our company is having unblemished past record & was not under a declaration of ineligibility of corrupt & fraudulent practice issued by government of India or any state government/PSU in the country of India.

Further, we agree to abide by all the terms & condition as mentioned in the tender document. We have also noted that Superintendent reserves the right to consider/reject any or all bids without assigning any reasons thereof.

**Authorized Signatory**

**Name:**

**Designation:**

**Place:**

**Phone:**

