



भारतीय लेखा तथा लेखापरीक्षा विभाग-  
प्रधान महालेखाकार (लेखा एवं हक), पश्चिम बंगाल  
Indian Audit And Accounts Department  
Pr. Accountant General (A & E), West Bengal

## Notice Inviting Tender

Tender No. Rec-I/Procurement of AC Machine/Vol-II/72

Date: 20/10/2020

This office invites open tenders in two-bid system (Technical & Financial) in sealed covers from reputed firm/supplier for procurement and installation of around 18 (Eighteen) nos. or more of different capacities of 3 star Split AC Machines as per specification given below of reputed brand (Preferred brand: Voltas/Blue Star/ Panasonic/ Hitachi/ Carrier/ Diakin/ O' General/ Equivalent) with the condition of buy-back (Selling off) of 18 nos. of old LG branded Split AC machines of different capacities of this office.

Hence, quotations are being invited from reputed vendors/dealers/firms having prior adequate experience of supplying of AC machines to various Central/State or Quasi-Govt. offices subject to the adherence of the terms and conditions given below.

### Terms and Conditions:

#### A) Details of Technical Specification Criteria:

- I) 3 (Three) Star rated Split AC Machines.
- II) Non-Inverter Type Split AC Machine.
- III) 1 Ton/3000 Kcal/hr, 1.5 Ton/4500 Kcal/hr and 2 Ton/6000 Kcal/hr Capacity.
- IV) Condenser should be made up of Copper Coils.
- V) All Weather feature should be exists.
- VI) R-32 Refrigerant must be used in AC.
- VII) Model must be Eco-Friendly.
- VIII) Latest 2019 Onwards Model.

- IX) AC machines should be supplied of reputed brand.
- X) Warranty on Compressor: 5 Years (Minimum)
- XI) Warranty on AC Machine: 1 Year (Minimum)

## **B) Details of Pre-Qualification Criteria:**

- I) Bidders should have earlier experience of providing AC machines in any office either Central Govt. or State Govt. or Govt. undertaking etc. especially in Kolkata based offices. Proof should be attached.
- II) All the intending bidders should possess expertise and capability of rendering post installation services (if any) satisfactorily in respect of AC machines. Proof should be attached.
- III) The bidder should have valid GST and PAN, copy of all documents should be enclosed.
- IV) Intending firms may also furnish additional information (with supporting accredited certificate/document from respective authority or organization) which they deem essential to establish their expertise and capabilities to successfully complete the envisaged work/s.
- V) **An amount of Rs. 35,000/- (Rupees Thirty Five Thousand) only in the form of Demand Draft/Banker's Cheque only drawn in favour of PAO (Audit), O/o the Pr. Accountant General (A&E), W.B. is required to be furnished as Earnest Money Deposit (EMD). Without EMD, the Bidding Sheet submitted by the vendor will be treated as cancelled.**
- VI) EMD will be refunded to the unsuccessful bidders after the completion of tender process. The EMD of the successful bidder will be refunded after supply and installation of AC machines i.e. after satisfactory completion of the work.
- VII) All supporting documents, certificates, papers etc are required to be submitted in a sealed envelope with superscription "Pre-Qualification for Procurement & Installation of AC Machines".

## **C) Details of Technical Bid Criteria:**

- I) Technical Bid will be opened for only those bidders who qualify satisfactorily based on “Pre-qualification Criteria” stated above.
- II) Intending firms should furnish additional information such as Brochure against each model of AC Machine which it intends to supply.
- III) Vendor in its signed and stamped letter head must mention the specification of AC machines as required by this office along with the Brand Name, Model Number, Capacity of each type of AC, which it intends to supply. Irrespective of capacity model number or series number of AC machines once mentioned in the bidding sheet, cannot be changed till supply of all AC machines. Therefore, model number or series number of AC machines along with brand name and other features should be carefully mentioned at the letter head.
- IV) All supporting documents, certificates, papers etc for Technical Bid are required to be submitted in a sealed envelope with superscription “ Technical Bid for Procurement & Installation of AC Machines”.

#### **D) Details of Financial Bid Criteria:**

- I) Financial Bid will be opened for only those bidders who qualify satisfactorily based on “Technical Bid Criteria” stated above.
- II) **All the intending vendors should quote their rates in the Bidding Sheet enclosed with the tender form and not elsewhere. Bidding Sheet without valid EMD, signed and stamped Form of Application and other required testimonials shall liable to be cancelled.**
- III) Quoted rate for supply and installation of AC machine should have the validity period till the completion of the supply order. The rate of Split AC machines in respect of each model along with the capacity, the cost of its installation of AC machine, cost of bracket, charges for extra Copper pipe line per foot, drain water pipe line per foot, carrying cost etc. must be invariably mentioned in the appropriate column given in the Bidding Sheet. The rate of each machine should be inclusive of all taxes, GST, etc. The price should be firm during the currency of the contract.
- IV) The lowest rate quoted for procurement of total 18 nos. of Split AC machines in the bidding sheet, **mentioned in the 11<sup>th</sup> ROW of Table: B of the bidding sheet** i.e. Total Procurement Expenditure [i.e. Total expenditure for procurement of 18 nos. of AC machines, Total Installation charges, Total cost of brackets, carrying cost, other costs (if any) after deducting the value of buy-back of old split AC machines] will be treated as lowest bid.

- V) Rate of additional charges regarding some extra work as pointed out in the Bidding Sheet below Table B, should invariably be mentioned by the bidder.
- VI) The prescribed bidding sheet is required to be submitted in a sealed envelope with superscription “Financial Bid for Procurement & Installation of AC Machines”.

### **E) Other Terms & Conditions:**

- I) Supply of AC machines should be completed within 15 days from the date of placement of work order to the successful bidder and installation works are to be completed within 10 days after completion of supply.
- II) Payment will be made separately for supplying of AC machines and for installation related allied works after completion of the supply of AC machines as well as its corresponding installation satisfactorily.
- III) During installation of AC machines, mason works, if needed, will have to be carried out at the expense of the bidder and for this no extra cost will be paid by this office.
- IV) The vendor shall not assign or sub-contract any portion of the contract in any circumstances without the written approval of this office.
- V) Replacement of broken/damaged/unserviceable parts with new spares during the period of installation to be made without any extra cost. Any claim in this regard will not be entertained.
- VI) In respect of all the participant bidders, it will be understood that they have tendered their bids having being fully agreed upon with the aforesaid clauses.
- VII) This office exclusively reserves the right to reject/cancel any or all the tenderers any time at its discretion.

**All the interested bidders may download the tender paper from [www.agwb.cag.gov.in](http://www.agwb.cag.gov.in) and they may submit their application for supply and installation of AC machines in a sealed envelope superscripting “Quotation for Procurement of AC machines” along with Envelop containing Pre-Qualification Criteria, Envelop containing Technical Bid, Envelop containing Financial Bid, EMD and the FORM OF APPLICATION**

(enclosed with tender paper) addressed to Sr. Accounts Officer (Record), O/o the Pr. Accountant General (A&E), W.B., Treasury Buildings, Kolkata-700 001 and **must be submitted to the Record-I Section at the 1<sup>st</sup> floor of Treasury Building (Section Tele: (033) 2213-8034).** Last date of submission of quotation is **09/11/2020 up to 1 p.m.** All envelopes containing Pre-Qualification Criteria will be opened on the same day i.e. on 09/11/2020 at 2 P.M. in the chamber of Sr. Accounts Officer (Record) in presence of bidders, if any. Technical Bid for successful bidders in Pre-Qualification Criteria and Financial Bid for successful bidders in Technical bid will be opened subsequently, the date of which will be intimated to the respective bidder accordingly.



**Sr. Accounts Officer (Record)**

**O/o the Pr. Accountant General (A&E), West Bengal,**  
**Treasury Buildings, 2 Govt. Place (West) Kolkata-700001**

**Bidding sheet for procurement of Split AC Machines**

**Table: A**

Sl. No. (a)	Type of Machine (b)	Specification of machine (c)	Brand (d)	Model/Series no. of the product (e)	Rate (Per unit) (In rupees) (f)
1.	Split	1 Ton, 3 Star rated			
		1.5 Ton, 3 Star rated			
		2 Ton, 3 Star rated			

**Table: B**

Sl. No. (g)	Specification of machines (h)	No. of machines to be procured (i)	Rate (Per unit) (In rupees) (j) (should be taken from column 'f' of Table: A)	Cumulative Amount (in rupees) (k) (should multiply value of 'i' column with value of 'j' column)
1.	1 Ton, 3 Star rated	1		
2.	1.5 Ton, 3 Star rated	10		
3.	2 Ton, 3 Star rated	7		
4.	Total cost for procurement of 18 nos. of AC machines (In Rupees)			
5.	Total cost of Installation charges for 18 nos. of machines(In Rupees)			
6.	Total cost for supply of 18 sets of Brackets (In Rupees)			
7.	Carriage cost (if any) (In Rupees)			

8.	Miscellaneous Charges (if any) (In Rupees)	
9.	Total procurement cost (Cumulative value from row 4 to row 8)	
10.	Buy Back value of 18 nos. of old LG branded AC machines (Value should bring from 19 <sup>th</sup> row of Table C)	
11.	<b>Total Procurement Expenditure (In Rupees) (Deduct the value of Row 10 from Row 9)</b>	

• **Rate of Additional Charges (THIS WILL NOT BE INCLUDED IN TOTAL PROCUREMENT EXPENDITURE AS MENTIONED IN TABLE B):**

- 1) Cost of Extra Copper Pipe line/ft :  
(After 10ft Complimentary Pipeline)
- 2) Cost of Drain Pipe Line/ft :
- 3) Cost of extra Power cord /ft :  
(After Complimentary Power Cord)

• **Details of Earnest Money Deposit (EMD):**

• **Comments of vendor (if any) :**

Date:

Place:

**Signature of the  
Bidder with seal**

**Name of the Bidder (In Capital letters):**

**Contact No:**

\*No column and space against items in the bidding sheet should be left blank, if the column/space is not applicable to the vendor please write N.A.

**TABLE: C****BUY-BACK VALUE OF OLD LG BRANDED SPLIT AC MACHINES**

Sl. No.	Unique No.	AC type	Brand & Capacity	Model No.	date of installation of AC	Location	Bidding Value (In Rupees)
1	Pr.AG (A&E)/AC Machine/2018-19/08	Split	LG, 1.5 Ton	LSA6WG2VF1	30.06.2008	2nd floor T.B.	
2	Pr.AG (A&E)/AC Machine/2018-19/19	Split	LG, 2 Ton	LSA6MR2T	02.06.2012	1st floor T.B.	
3	Pr.AG (A&E)/AC Machine/2018-19/22	Split	LG, 1.5 Ton	LSA5NW2AF2	06.04.2009	1st floor T.B.	
4	Pr.AG (A&E)/AC Machine/2018-19/30	Split	LG, 1.5 Ton	LSA6UR2F	06.04.2009	1st floor T.B.	
5	Pr.AG (A&E)/AC Machine/2018-19/31	Split	2 Ton	LSA6AB2VT1	28.01.2011	1st floor T.B.	
6	Pr.AG (A&E)/AC Machine/2018-19/33	Split	LG, 2 Ton	LSA6WG2VF1	02.06.2012	1st floor T.B.	
7	Pr.AG (A&E)/AC Machine/2018-19/34	Split	LG, 1.5 Ton	LSA5QW2VF1	06.04.2009	1st floor T.B.	
8	Pr.AG (A&E)/AC Machine/2018-19/35	Split	LG, 1.5 Ton	LSA5NW2AF2	01.02.2012	1st floor T.B.	
9	Pr.AG (A&E)/AC Machine/2018-19/36	Split	LG, 2 Ton	LAS6UR2A	02.06.2012	1st floor T.B.	
10	Pr.AG (A&E)/AC Machine/2018-19/40	Split	LG, 1.5 Ton	LSA5WB2VF1	30.06.2008	Ground Floor T.B.	
11	Pr.AG (A&E)/AC Machine/2018-19/46	Split	LG, 2 Ton	LSA6AW2VT1	28.01.2011	Ground Floor T.B.	
12	Pr.AG (A&E)/AC Machine/2018-19/48	Split	LG, 1.5 Ton	LSA5WB2VF1	30.06.2008	Ground Floor T.B.	
13	Pr.AG (A&E)/AC Machine/2018-19/55	Split	LG, 1.5 Ton	LSA18S1AS1	10.04.2007	Beside Cycle Garage	



14	Pr.AG (A&E)/AC Machine/2018-19/60	Split	LG, 1.5 Ton	LSA5CR2A	22.04.2012	Ground floor G.I.P.
15	Pr.AG (A&E)/AC Machine/2018-19/61	Split	LG, 1 Ton	LSA3CG2AF8	09.09.2010	Ground floor G.I.P.
16	Pr.AG (A&E)/AC Machine/2018-19/62	Split	LG, 1.5 Ton	LSA5QW2VFR1	11.06.2009	Ground floor G.I.P.
17	Pr.AG (A&E)/AC Machine/2018-19/72	Split	LG, 2 Ton	LAS6MR2T	02.06.2012	Ground floor G.I.P.
18	Pr.AG (A&E)/AC Machine/2018-19/73	Split	LG, 2 Ton	LAS6MR2T	02.06.2012	Ground floor G.I.P.
19	<b>Total Bidding Value (Buy Back Value) (In Rupees)</b>					

Date:

Place:

**Signature of the  
Bidder with seal**

**Name of the Bidder (In Capital letters):**

**Contact No:**

**FORM OF APPLICATION**  
(In Tenderer letter head)

To  
The Sr. Accounts Officer (Record-I)  
O/o the Accountant General (A&E), West Bengal  
Treasury Buildings,  
2, Govt. Place (West)  
Kolkata-700001

Dated:

Tender No. Rec-I/Procurement of AC Machine/Vol-II/72

Date: 20/10/2020

**Sub: Tender for Procurement of Air Condition Machine in O/o the Pr. Accountant General (A&E), West Bengal, Treasury Buildings, 2 Govt. Place (West), Kolkata- 700001**

1. I/we have read and understood the instruction and other terms and conditions furnished in the tender notice for Procurement of AC machines at O/o the Pr. Accountant General (A&E), West Bengal. I/we do hereby declare that I/we should abide by all the instructions mentioned in the Terms and Conditions of the above mentioned Tender number, till satisfactory completion of the work.
2. I/we do hereby declare that all the information furnished in the application and supplementary sheets are correct to the best of my/our knowledge and belief.
3. I/we clearly understand and agree that if any of the information furnished by me/us here under is found to be wrong or false or incorrect or incomplete, my/our application is liable to be rejected. Further, if I am/we are appointed as the 'Executing Agency' for the above project on the basis of the information furnished in my/our application and the information furnished therein is subsequently found to be wrong, false or incorrect, my/our contract with Pr. AG (A&E) Office, WB is liable to be terminated forthwith at the discretion of Pr. AG (A&E) Office, WB, at any stage, without any notice and without any compensation whatsoever for such termination.
4. I/We understand and agree that the decision of Pr. AG (A&E) Office in selection of the AC Machine supplying vendor for the above mentioned NIT, is final and binding to me/us.

Thanking you,

Yours faithfully,

Signature of the Tenderer with office seal

Name:

Office Address: