

भारतीय लेखापरीक्षा और लेखा विभाग
INDIAN AUDIT & ACCOUNTS DEPARTMENT



प्रधान महालेखाकार का कार्यालय (लेखा व हकदारी) - I, महाराष्ट्र
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (ACCOUNTS & ENTITLEMENT)-I, MAHARASHTRA

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No. PAG(A&E)-I/Record-1/F-292/Water Cooler & Purifier-AMC/19

Date: 23-11-2020

Tender Notice for
COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR
WATER COOLER & PURIFIER

1. Office of the Principal Accountant General (A&E)-I, Maharashtra, Mumbai invites sealed quotations from firms / agencies for Comprehensive Annual Maintenance Contract (CAMC) for its **05 Water Cooler & 8 Water Purifiers**.
2. The period of contract is for one year from **01-01-2021 to 31-12-2021**.
3. The detailed terms & conditions are available on this office website www.agmaha.nic.in.
4. Tender complete in all aspects must reach **Sr. Accounts Officer, Record-I Section, O/o the Principal Accountant General (A&E)-I, Pratishta Bhavan, 101, M.K. Road, Mumbai-400020 on or before 04-12-2020 by 3.00 p.m.**
5. The tender should be accompanied by an **Earnest Money Deposit (EMD)** of **₹2,000/-** (Rupees Two thousand only) in the form of crossed Demand Draft/Pay Order from any scheduled bank drawn in favour of DDO, **Sr.A.O., A.G.(A&E)-I, Mumbai**. In the absence of EMD the tender shall be rejected summarily.
6. The office reserves the right to reject any or all quotations without assigning any reason and the decision of the competent authority of this office shall be final and binding. This office also reserves the right to terminate the contract before 31.12.2021 without assigning any reasons, if the services are not found satisfactory.

Senior Accounts Officer/Record-I

Terms & Conditions for Comprehensive AMC of Water Cooler & Purifiers

1. Sealed quotations are invited from reputed/registered Service Dealers for Comprehensive Maintenance Contract in respect of the following **05 Water Cooler** and **08 Water Purifiers** for the period from **01-01-2021 to 31-12-2021**.

Product	Make	Model	Quantity
Water Cooler	Blue Star	SDLX8120	04
	Voltas	60/120 FSS	01
Water Purifier	KENT RO Solutions Ltd	KENT ELITE 1 (RO+UV)	03
	Eureka Forbes Ltd.	Aqua Guard Hi-flow (UV)	04
	Aqua Cool Co. Pvt. Ltd.	Aqua One (UV)	01

2. The sealed cover containing the tenders, complete in all respect and superscribed "**Annual Maintenance Contract for Water Coolers & Purifiers**" with the Name and address of the Bidder, should be dropped in **Tender Box** kept in **Room No.202, Record-I Section, O/o the Principal Accountant General (A&E)-I, 'Pratishtha Bhavan', 101, M.K. Road, New Marine Lines, Mumbai-400020** by **03:00 p.m. on or before 04-12-2020**. No Bid shall be accepted after the aforesaid date and time. However, the competent authority of the office of this office reserves right to extend the date / time for receipt of bids. In the event of the specified date for submission of bids being declared a holiday, the bids will be received up to the appointed time on the next working day.
3. The tender should be accompanied by an **Earnest Money Deposit (EMD)** of **₹2,000/-** (Rupees Two thousand only) in the form of crossed Demand Draft/Pay Order from any scheduled bank drawn in favour of DDO, **Sr.A.O., A.G.(A&E)-I, Mumbai**. In the absence of EMD the tender shall be rejected summarily. The earnest money shall be refunded to the unsuccessful tenderers after finalisation of the contract and to the **successful tenderer** after submission of **Performance Security of ₹ 3,000/-** (Rupees Three thousand only).
4. Bids shall remain valid and open for acceptance for a period of 120 days from the last date of submission of Bids. In case this office calls the bidder for negotiation then this shall not amount to cancellation or withdrawal of original offer which shall be binding on the bidder. The office may request for extension for another period of 60 days, without any modifications and without giving any reasons thereof.
5. This office reserves all rights to reject any bids including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and **does not bind itself to accept the lowest or any specific bids**. The decision of this office in this regard shall be final and binding.
6. Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.

7. The Contract may be terminated if it is found that the bidder to whom the work has been awarded is black listed on previous occasions by any of the Government Departments / Institutions / Local Bodies / Municipalities / Public Sector Undertaking etc.
8. It will be imperative on each bidder to fully acquaint itself of all the local conditions and factors which would have effect on the performance of the work and its cost. The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for execution of the works.
9. **The Bid should specify the spare parts that are covered under Comprehensive (i.e. provided free of cost) and should also specify name of spare parts *not* covered under CAMC.** The Contractor (successful bidder) shall be providing the comprehensive AMC service for maintaining all the Water Cooler & Purifiers on monthly basis.
10. The Contractor shall completely indemnify and hold harmless the Client and its employees against any liability, claims, losses or damages sustained by it or them by reason of any breach of contract, wrongful act or negligence by the Contractor or any of its employees engaged in the provision of providing the required services.
11. The Contractor shall arrange to get the character and antecedents of workers verified from Police authorities before their deployment to this office.
12. The contractor will attend to the complaints and breakdowns promptly as and when intimated by the Client through telephone.
13. Contractor shall ensure that during the progress of the work no damage shall occur to installations/equipment due to any reason, if so happens, contractor shall have to repair/replace the same at his own risk and cost.
14. Contractor shall positively observe all safety measures required to be undertaken for safety of persons, labours, public and properties at work site.
15. The contract shall be valid for a period of one year from 01.01.2021 to 31.12.2021. However, on failure to provide continuous satisfactory performance by the contractor, this office shall have the right to terminate the contract at any point.
16. Quarterly payments shall be made by e-payment to the Contractor, after rendering satisfactory services. The Contractor shall raise invoice at the end of each quarter and this office shall make all endeavour to make payments within 30 days from the date of the receipt of the invoice to the Contractor.
17. This office shall be entitled to deduct in accordance with Applicable Law, **Income Tax, GST** or withholding tax or other deductions (as the case may be), from any payments made to the Contractor.

18. The earnest money of the firms, whose quotations are not approved, shall be released after the award of the contract to the successful tenderer. The earnest money of the successful tenderer shall be returned on submission of performance security of ₹3,000/- (Rupees Three thousand only) by way of Fixed Deposit Receipt (FDR)/Bank Guarantee. The performance security should be furnished within one month of awarding the contract with validity beyond 60 days of the expiry of the contract.



Sr. Accounts Officer (Record-1)