

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL
(AUDIT-I) MADHYA PRADESH, GWALIOR**

No. Ex Br/AC AMC/D- 14

Dated- 06/05/2025

Tender Notice for Annual maintenance of AC's

कार्यालय में AC's के वार्षिक अनुरक्षण के लिए मुहर बन्द निविदा सूचना आमंत्रण

Sealed Tenders are invited from the reputed firms for annual maintenance of ACs in the office of the Principal Accountant General (Audit-I), Madhya Pradesh, Gwalior, Audit Bhawan, Jhansi Road, Gwalior. The sealed tenders may be addressed to Deputy Accountant General (Administration), office of Principal Accountant General (Audit-I) Madhya Pradesh, Gwalior. The sealed tender may be submitted in his chamber on any working day on or before 27-05-2025(3.00PM). The tender received late will not be considered. Any delay on the part of the postal authorities will be the sole responsibility of the tenderer.

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-प्रथम), मध्य प्रदेश, ग्वालियर, ऑडिट भवन, झॉंसी रोड, ग्वालियर में ACs के वार्षिक अनुरक्षण के लिए प्रतिष्ठित फर्मों से मुहर बंद निविदा आमंत्रित की जाती हैं। मुहर बन्द निविदायें उपमहालेखाकार (प्रशासन) कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-प्रथम), मध्य प्रदेश, ग्वालियर, ऑडिट भवन, झॉंसी रोड, ग्वालियर के नामित होनी चाहिए। मुहर बन्द निविदाओं को दिनांक 27.05.2025(दोपहर 3.00 बजे) या उससे पहले किसी कार्य दिवस पर उनके कक्ष में दी जा सकती हैं। देरी से प्राप्त निविदा का उत्तरदायित्व स्वयं निविदाकर्ता होगा।

1. The tender will be opened on 27-05-2025 (04.00 PM) in the chamber of Deputy Accountant General (Administration), office of the Principal Accountant General (Audit-I) Madhya Pradesh, Gwalior, Audit Bhawan, Jhansi Road, Gwalior.
1. निविदा दिनांक 27.05.2025 (शाम 04.00 बजे) को उपमहालेखाकार (प्रशासन), कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-प्रथम), मध्य प्रदेश, ग्वालियर, ऑडिट भवन, झॉंसी रोड, ग्वालियर के कक्ष में खोली जाएगी।
2. The terms and conditions are attached as per Annexure.
2. नियम एवं शर्तें अनुलग्नक में उपलब्ध हैं।
3. Conditional tenders shall not be accepted.
3. सशर्त निविदायें स्वीकार नहीं की जायेंगी।
4. The office has full right to cancel the tender without assigning any reasons to the firm.
4. कार्यालय को बिना कोई कारण बताए निविदा को निरस्त करने का पूरा अधिकार होगा।

5. All disputes and difference arising out of/or in connection with this order shall be subject to the exclusive jurisdiction of courts at Gwalior.

5. सभी विवादों एवं उनसे उत्पन्न या इस आदेश के सम्बन्ध में केवल ग्वालियर के न्याय क्षेत्राधिकार के अन्तर्गत किया जाएगा।



Deputy Accountant General/Administration

उपमहालेखाकार (प्रशासन)

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**TENDER FOR NON COMPREHENSIVE ANNUAL MAINTENANCE
CONTRACT FOR SPLIT/WINDOW AIR CONDITIONERS AT OFFICES &
GUEST HOUSES**

TENDER NOTICE

Tender under two bid system are invited from eligible bidder for **"Annual Maintenance Contract for Split /Window Air Conditioners"** at O/o Principal Accountant General (Audit-I), M.P., Gwalior, Mrignayani, Sanchi Guest Houses and other places related to the office in Gwalior.

SCOPE OF WORK:

The services shall include **Non Comprehensive Annual Maintenance Contract** as under:-

1. Two services per ACs is compulsory
2. providing all manpower, tools and plants like ladder, stools, spanners, testing equipment's
3. replacement of defective spare parts, such as replacing of chiller pipes, outlet pipes, Compressor, Condenser, Fan blade, Fan motors, Electronic Circuit PCB, Remote and other Plastic consumables, Gas charging etc. including consumables without any repair or labour charge.
4. The tentative quantity of various type/make of split/window AC approximated is 155 ACs

ELIGIBILITY CRITERIA TO BE MET BY THE BIDDER

1. Bidder should have their offices in **Gwalior** and should have trained **Engineer/Technician with minimum qualification of ITI/diploma/Certified AC repairing course.**
2. Bidder must submit his telephone No., Mobile No, email and address for easy communication.
3. The Bidder should have a minimum of **two years** of experience in the service/maintenance of Air- Conditioners (Split and Window) in Central Govt. ministries/Departments/ Central Government Organisation. The experience and capability must be supported through documents.
4. Bidder should have valid Registration of **PAN, GST etc.**
5. The bidder should have average annual turnover of more than 12.00 lacs during the last three financial years i.e. **(Valid CA certificate to be enclosed)**

6 EMD:-

6.1 The EMD should be in the form of a Banker Cheque / Demand Draft drawn in favour of "Principal Accountant General (Audit-I), Madhya Pradesh, Gwalior" payable at Gwalior otherwise Bid will not be considered.

6.2 Valid Exemption Certificate will be accepted for relaxation of EMD.

6.3 Bid received without EMD will not be considered.

6.4 EMD of unsuccessful bidders will be returned within 30 (Thirty) Working days from the date of award of work.

6.5 The EMD shall be forfeited:-

18. In case it is found at later date that the work done is of inferior quality and proper action was not taken at the time of execution of the work, the Contractor shall remain liable to pay compensation to O/o Principal Accountant General (Audit-I), M.P., Gwalior for inferior works as determined by O/o Principal Accountant General (Audit-I), M.P., Gwalior and in case all payments have been made to the Contractor for this work, this amount will be deducted from any sum due to the Contractor on any other work within O/o Principal Accountant General (Audit-I), M.P., Gwalior.

19. Contractor will be fully responsible for any accident or mishaps involving workers engaged by the Contractor and the Contractor would pay claims made on this part. The Contractor shall indemnify O/o Principal Accountant General (Audit-I), M.P., Gwalior from any claims arising out of accidents, disabilities of any nature or death arising out of provisions under law, or any other nature in respect of all workers engaged by the Contractor.

OTHER CONDITIONS:

1. Quarterly Bills, duly supported by user certificate to the effect that all the machines have been serviced and are working in good condition, shall be submitted to the Executive Branch along with the Service Report acknowledgements before 5th of the following month. Payment shall be made after verification of the Records.

2. No payment shall be made for unsatisfactory service(s).

3. O/o Principal Accountant General (Audit-I), M.P., Gwalior shall not be liable for or in respect of any damages or compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the AMC. The contractor shall indemnify and keep indemnified this office against all such damages and compensation, save and except said as aforesaid and against all claims, proceeding, loss, charges and expenses, whatsoever in respect there of or in relation there to.

4. All the bidders for this e-tender are deemed to have understood and accepted the contents of this Notice.

5. Any dispute is subject to the jurisdiction of Civil Court Gwalior.

6. Two bid system, i.e. technical and financial bid separately should be submitted in a sealed envelope in the secretariat of Dy. Accountant General (Admn.) O/o Pr. A. G. (Audit-I), M.P., Gwalior-474002.

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ANNEXURE-I

DECLARATION BY THE BIDDER

1. We do not have any criminal proceedings against us.
2. We have not been blacklisted / terminated / debarred by any Central Government Ministry/ Department/ Organization.
3. If we are entrusted with the work, we assure you that we will undertake the required work properly for the full tenure of 12 months, failing which we will be liable for blacklisting and other punitive action taken by O/o Principal Accountant General (Audit-I), M.P., Gwalior.
4. We have read and understood the terms and conditions of the tender.
5. We hereby certify that the information furnished by us is true and correct to the best of our knowledge. We understand that in case if any of the information/details furnished by us is found to be false or incorrect at any stage or if our company indulges in malpractices of any kind, our company will be liable for being blacklisted for future transaction with the Department.

Agreement
Format for Agreement

THIS AGREEMENT made at Gwalior on the day of 2025 between O/o Principal Accountant General (Audit-I), M.P., Audit Bhawan, Jhansi Road, Gwalior which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) of the one part

AND (herein after called "The Contractor" which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns) of the other part.

WHEREAS

The Annual Maintenance Contract for Air conditioning System (Split/Window System) installed at various location at O/o Principal Accountant General (Audit-I), M.P., Audit Bhawan, Jhansi Road, Gwalior

The Works are to be executed as per the scope of work, technical specifications, drawings etc. as is mentioned in the tender document for tendered rate amounting 02-06-2025 to 01-06-2026 Rs.----- The Contractor has agreed to execute the said works subject to the provisions hereinafter contained and subject also to General Conditions of Contract, Special conditions of contract, Safety Code, Model Rules for the protection of health and other arrangements for workers, Specifications, Preambles and Schedule of Quantities and erection & furnishing schedule (all of which are hereinafter collectively referred to as the 'said tender conditions') and strictly in accordance with the Scope of work annexed hereto at or for the respective rates set out in the Schedule of Quantities amounting to the sum as there under arrived at or such other sums as shall become payable there under (hereinafter referred to as the said tendered amount).

NOW IT IS HEREBY AGREED AS FOLLOWS: -

1. In consideration of the said tendered amount to be paid by O/o Principal Accountant General (Audit-I), M.P., Audit Bhawan, Jhansi Road, Gwalior to the Contractor at the time and in the manner set forth in the said tender conditions and in accordance with the Schedule of Payments to execute and complete the work shown upon the said Drawings strictly in accordance with the specifications and Schedule of Quantities.
2. The said tender conditions, scope of work shall be read and considered as forming part of this contract and the parties hereto shall respectfully abide by to the said conditions and perform the agreement on their part respectively contained in the said conditions.
3. Time shall be considered as the essence of this contract and the Contractor hereby agrees to commence the work as mentioned in LOI/ work order and shall complete the entire work within the stipulated time limit.
4. All payments by the O/o Principal Accountant General (Audit-I), M.P., Audit Bhawan, Jhansi Road, Gwalior under this contract shall be made through online mode.
5. All disputes arising out of or in any way connected with this contract shall be deemed to have arisen in respect of O/o Principal Accountant General (Audit-I), M.P., Audit Bhawan, Jhansi Road, Gwalior and Principal Accountant General (Audit-I), Gwalior only shall have jurisdiction to determine the same.

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06. That the contract and several parts of this contract have been read by the contractor and fully understood by him. The contractor shall not be entitled for payment beyond tendered quantities unless ordered specifically by written instructions of the authorities O/o Principal Accountant General (Audit-I), M.P., Audit Bhawan, Jhansi Road, Gwalior.

07. This contract shall be signed in duplicate, the original whereof shall be kept in the custody of the O/o Principal Accountant General (Audit-I), M.P., Audit Bhawan, Jhansi Road, Gwalior and the duplicate with the Contractor.

08. The office authorities may, without prejudice to his any other right or remedy against the contractor in respect of any delay, non-commencement, inferior workmanship, any claim for damages and/ or any other provisions of this contract or otherwise, and whether the date for completion has or has not elapsed, by notice in writing determine/ repudiate the contract.

IN WITNESS WHEREOF the O/o Principal Accountant General (Audit-I), M.P., Audit Bhawan, Jhansi Road, Gwalior has set his hands hereunto and duplicate hereof through his duly authorized official and the Contractor has caused these presents and duplicate hereof under his common seal by his duly authorized representative at the place and on the date month and year first herein above written.

Signed on behalf of the Contractor
(Authorised Signatory)


Sr. Audit Officer
Executive Branch

G. S. S. S.
29/4/25

ANNEXURE-II

Financial BID submitted by Bidder

Detail of AC	Service in year	Rate including GST	No of ACs	Total Amount
AMC Split AC Inverter and Non Inverter without parts	Two times		155	