

OFFICE OF ACCOUNTANT GENERAL (Audit-I), GUJARAT, RAJKOT

TENDER NOTICE

Sealed tenders are invited from reputed firms for **AC repairing services** as listed in **Annexure-A** for a period of **11** months. Bidding/tender documents can be collected personally from the "GOM Section" of this office from **April 24, 2025, to April 28, 2025**, between 10:00 am and 5:00 pm on all working days. The same can also be downloaded from the office website: cag.gov.in/ag1/Gujarat/en. "**Quotation for Rate Contract of AC Repairing services**" should be superscripted on the sealed envelope.

Tenders may be submitted to GOM Section, O/o the Accountant General (Audit-I), Gujarat, Rajkot – 360001 until 5:00 pm on **April 28, 2025**. Tenders will be opened on the same date at 5:30 pm by the Purchase Committee. Any further information may be obtained by contacting the GOM Section.

Anoosh

Senior Audit Officer
GOM Section

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OFFICE OF ACCOUNTANT GENERAL (Audit-I), GUJARAT, RAJKOT	
Annexure Profile of Bidders	
1. Name of firm	
2. Name of firm owner	
3. Full address of firm	
4. Phone	
5. Mobile no.	
6. Fax	
7. Email id	
8. PAN for Income tax*	
9. GST Registration No. and the authority with whom registered*	
10. Details of Government Ministries/ Departments/ Organizations/ PSUs etc. in which the firm has been given working during the last three years, if any*	
* Documentary proof must be submitted in support and GST Registration No is mandatory.	
<p>I/we,(name of the bidding party)</p> <p>have gone through all the terms and conditions enlisted and fully agree to comply with the same to participate in the bidding. I have signed all pages of the tender document including the terms and conditions in token of understanding.</p>	
<p>I/we do hereby declare solemnly that my name/the name of our firm has not been blacklisted by any of the Government organizations, PSU's, Co-operative societies etc. In case it is proved otherwise, the office of the Accountant General (Audit-I), Gujarat, Rajkot will have the liberty to cancel the tender/contract instantly without issuing any notice to me/us and also can proceed with other administrative/legal actions as deemed fit.</p>	
Date:	
Place:	Signature of the bidding party:
Full name of bidding party:	
Official seal:	

Terms and Conditions for Air Conditioners Repairing Services

- **Scope of Work:**

- The contractor shall be responsible for the comprehensive repair and maintenance of all air conditioning units installed at OFFICE OF ACCOUNTANT GENERAL (Audit-I), GUJARAT, RAJKOT.
- This includes, but is not limited to:
 - Routine servicing (e.g., cleaning filters, checking refrigerant levels, inspecting electrical connections).
 - Repair of any faults or malfunctions in the AC units.
 - Replacement of defective parts.
 - Attending to breakdown calls and resolving issues promptly.

- **Payment Terms:**

- Payment will be made after every successful service or repair work is completed to our satisfaction and upon submission of a valid invoice.
- All payments will be made via electronic transfer (E-payment).
- The quoted price should be inclusive of all applicable taxes and charges, unless explicitly stated otherwise. Please clearly specify the breakdown of costs if applicable.

- **No Call Charges:**

- No separate call-out charges will be applicable for attending to service requests or breakdown calls during the contract period.

- **Contract Duration and Extension:**

- The initial contract period will be for one year from the date of commencement.
- The contract may be extended for a further period of one year by mutual written agreement between both parties, subject to satisfactory performance and on the same rates and terms and conditions.

- **Technical Requirements and Standards:**

- The contractor must possess the necessary expertise, qualified technicians, and tools to carry out the repair and maintenance work effectively and safely.
- All work must be performed in accordance with relevant industry standards and safety regulations.
- Only genuine and approved spare parts should be used for replacements.

- **Reporting and Documentation:**

- The contractor shall provide a service report after each service or repair work, detailing the work performed, parts replaced (if any), and the condition of the AC unit.

- **Warranty:**

- The contractor shall provide a warranty period for the repair work and any replaced parts. The duration of the warranty should be clearly stated.

- **Termination Clause:**

- OFFICE OF ACCOUNTANT GENERAL (Audit-I), GUJARAT, RAJKOT reserves the right to terminate the contract with a written notice of 30 days if the services are found to be unsatisfactory or in case of any breach of the terms and conditions.

- **Confidentiality:**

- The contractor shall maintain the confidentiality of any information related to OFFICE OF ACCOUNTANT GENERAL (Audit-I), GUJARAT, RAJKOT, and its operations that they may come across during the course of their work.

- **Governing Law and Dispute Resolution:**

- Any disputes arising out of or in connection with this contract shall be subject to the exclusive jurisdiction of the courts in RAJKOT.

- **Submission of Tender:**

- Interested parties are requested to submit their sealed tenders by until 5:00 pm on **April 28, 2025**, and to GOM Section, O/o the Accountant General (Audit-I), Gujarat, Rajkot – 360001.
- The tender should include:
 - Company profile and relevant experience.
 - Quotation for routine servicing and repair charges in Annexure-A (clearly specifying if spare parts are included).
 - Proposed service schedule and response time.
 - Warranty details.
 - Proof of relevant licenses and certifications (if applicable).
 - Any other information deemed relevant by the Agency.

- **Evaluation Criteria:**

- The tenders will be evaluated based on factors such as price, experience, technical capabilities, proposed service schedule, and reputation.

- **Right to Accept or Reject:**

- OFFICE OF ACCOUNTANT GENERAL (Audit-I), GUJARAT, RAJKOT reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.

Anooshi

**Senior Audit Officer
GOM Section**

Annexure-A

Rates of Contract (Price including of Labor cost) amount in Rs.

Sr. No	Description	Rates Inclusive of all taxes (in ₹)
1.	Split AC 1 ton and 1.5 ton Gas Changes	
2.	Split AC 2 ton Gas charges	
3.	AC- PCB Repairing	
4.	AC- Running Capacitor Charges	
5.	AC- Starting Capacitor Charges	
6.	AC- Contract Block Charges	
7.	AC- Starting Relay & Overload Charges	
8.	AC- Outdoor Fan Rep. Charges	
9.	AC- Outdoor Fan Blade Charges	
10.	AC- wall hall RCC Charges	
11.	AC- Outlet water pipe	
12.	AC- wall hall pop charges	
13.	AC- outdoor rewiring	
14.	AC- 2 ton condenser copper new charges	
15.	AC- 1 ton and 1.5 ton condenser copper new charges	
16.	AC- Normal blower service charges	
17.	AC- Indoor fully water service charges	
18.	New AC installation charges	
19.	AC- dismantle charges	
20.	AC- outdoor stand bracket charges	
21.	AC- copper pipe 1 foot rate	

The vendors are requested to mention the prices of parts which have not been mentioned above.

Name of Vendor:
signature

Authorized