

Tender Document

Tender for Installation & Commissioning of Cassette Air Conditioners



**Principal Director of Audit, Defence Services
Chandigarh**

Plot No. 21, Fifth & Sixth Floor, Sector-17E, Chandigarh-160017

NOTICE INVITING TENDER

Tenders for the installation and commissioning of Cassette Air-Conditioners are hereby invited from the Bidders by Principal Director of Audit, Defence Services, Chandigarh through the tendering process. The tender documents may be downloaded from the link <https://cag.gov.in/defence/chandigarh/en/tenders> and from CPP Portal.

The interested bidders may submit their bids as per Terms & Conditions mentioned at Annexure- 'A'. Format of Technical Bid mentioned at Annexure- 'B', format of Financial Bid mentioned at Annexure- 'C' and detailed specification, estimated quantity are mentioned in scope of work section.

The technical bid and the financial bid complete in all respect should be sealed by the bidder in separate covers duly super-scribed and both these sealed covers are to be put in one envelope cover which should also be sealed and duly super-scribed. The tender must be submitted on or before 13/08/2021 up to 5:30 PM. The bid will be opened in the presence of the tenderers or their authorized representatives who may like to be present at the time of bid opening as per the schedule mentioned in the tender document.

Failure to furnish all information required as mentioned in the tender document or submission of a proposal not substantially responsive to the tender document may lead to rejection/forfeiture of the bid and the bidder will be completely liable for the same in every respect.

Principal Director of Audit, Defence Services, Chandigarh reserves the right to reject all or any of the bid/tender without assigning any reason thereof. The bid which is conditional/ incomplete and belated will not be entertained.

TENDER DOCUMENT

Name & address of the party	Principal Director of Audit, Defence Services, Chandigarh
Tender document for	Installation & commissioning of Cassette Air-conditioners
Last date & time for bid submission	16/08/2021 up to 5:30 PM
Technical bid to be opened on	17/08/2021 at 11:00 AM
Financial bid to be opened on	To be informed separately
Place of submission of tender	O/o Principal Director of Audit, Defence Services, Chandigarh (Plot no. 21, Sector 17-E, Chandigarh)

SCOPE OF WORK

1. **Installation & Commissioning:** The bidders have to do installation & commissioning of 08 Cassette Air-Conditioners at various locations at the O/o Principal Director of Audit, Defence Services, Chandigarh and supply material required for this purpose. Therefore, it is advised to visit the office premises before quoting your bid for installation & commissioning/supplying material for the same as in no case, claim of any extra payment will be entertained besides the rates quoted in the financial bid.

2. At present, 08 Cassette Air-conditioners are required to be installed at the various locations of this office including installation of 01 Cassette Air-conditioner at the sub-branch (Central Test Audit) of this office located at O/o Principal Controller of Defence Account) at Sector-9.

**Principal Director of Audit,
Defence Services, Chandigarh**
Tender No.264/A-40/Misc. Procurement/2021-22
Dated: 02/08/2021
ANNEXURE- 'A', (TERMS & CONDITIONS)

1.	Tender documents may be downloaded from the link https://cag.gov.in/defence/chandigarh/en/tenders as per the dates mentioned in the tender.
2.	Late submission of bids must be avoided as the same would not be entertained in any case.
3.	Bidders are expected to comply with all the instructions and terms & conditions given in the tender document.
4.	Tender shall be submitted under Two Bid System (simultaneously receipt of separate technical and financial bids in one final cover) as per the prescribed formats only. Failure to comply with these requirements may invite rejection of bids.
5.	Incomplete/conditional bids would be rejected without assigning any reasons.
6.	If any Bidder does not qualify in technical evaluation, financial bid of the Bidder shall not be opened.
7.	The price should not be mentioned in the Technical Bid in any form or manner. In case the prices are mentioned in Technical Bid, the offer will be liable for rejection.
8.	The technical bid and financial bid will be opened on two different dates.
9.	The financial bid will be opened in respect of only those Bidders whose technical bid will be found in order. The price comparison in deciding lowest quotation for the complete value of all the items shall be made only over the rates quoted inclusive of all taxes. The lowest evaluated valid quotation will be selected. In case of more than one valid L1, we, the procuring authority, at our discretion may award the tender to any of the valid L1.
10.	The payment will be released only after installation and commissioning of Cassette Air-Conditioners.
11.	If the tenders opening day happens to be holiday, the same will be accepted and opened on the next working day.
12.	The make/brand of the quoted hardware must be mentioned.

Principal Director of Audit, Defence Services, Chandigarh

Tender No.264/A-40/Misc. Procurement/2021-22

Dated: 02/08/2021

ANNEXURE- 'B', (Technical Bid)

S. No.	Particulars	Details (Page No.)
1.	Name of the Bidder	
2.	Details of the Bidder	
	Address:	
	Phone No.:	
	Email ID:	
	Website:	
	Contact Person:	
	Mobile No:	
3.	Status of Applicant (proprietorship/partnership Ltd.Co./Public Ltd Co.)	firm/Pvt.
4.	Copy of registration certificate to be attached/ supporting document such as Sales Tax number/ Letterhead/ rent deed etc.	
5.	Certified copy of the turnover of Bidder/CA certificate applicant during last three financial years	
6.	PAN No. (copy will be attached)	
7.	GST No. (copy will be attached)	

Signature & Seal of the Bidder

Date:

DECLARATION

1. I/ We (Second party) have read the instructions appended to the proforma and I/we understand that if any false information is detected later, any contract made between Second party and Principal Director of Audit, Defence Services, Chandigarh on the basis of the information given by me/us can be treated as invalid by Principal Director of Audit, Defence Services, Chandigarh and I/we will be solely responsible for the consequences.

2. I/We agree that the decision of Principal Director of Audit, Defence Services, Chandigarh in selection of successful bidders will be final and binding to me/us.

3. All the information furnished by me/us above here is correct to the best of my/our knowledge and belief.

4. I/We agree that I/We have no objection if enquiries are made about the work listed by me/us here in above and/or in the accompanying sheets

Place:

Date:

Signature:

Name & Designation:

Seal of the company:

The technical bid should contain the following documents: -

1. The person signing the tender shall be deemed that he has the authority to sign the tender on behalf of the said company. Letter of Authority to be attached.
2. Proof of Income Tax, GST Registration number (as applicable). Self-attested copies to be attached.
3. The minimum average annual financial turnover of the bidder of the offered product/services or in the similar category during the last 03 years, ending on 31st March of the previous financial year, should not be less than 10 lakhs per year. Audited Balance Sheet and Profit & Loss account or CA Certificate for last three years should be submitted.
4. The Bidder shall be in the field of services for last 3 years.
5. The Bidder should have office at Chandigarh/Mohali/Panchkula/Zirakpur.
6. The Bidder should have successfully supplied/provided the offered product/services in the same category amounting to Rs. 10 Lac to at least three customers in Government Department or Public Undertaking in central government in the last 3 years. Purchase Order or proof of satisfactory service from the customer shall be attached.
7. The company/firm must produce Certificate of Incorporation/Registration/Sales tax number/any valid proof regarding office location.
8. The bidder should not have any of their contracts terminated or blacklisted in the last three years by any State or Central Government / PSU/ BFSI/ Private Sector. (Self-attested certificate on letterhead to be submitted)

**Principal Director of Audit,
Defence Services, Chandigarh
Tender No.264/A-40/Misc. Procurement/2021-22
Dated: 02/08/2021
ANNEXURE- 'C', (Financial Bid)
(To be submitted on Company's letterhead)**

FINANCIAL OFFER FOR INSTALLATION& COMMISSIONING OF CASSETTE AIR-CONDITIONERS:

S. No.	Item Description	Quantity	Unit Value (in Rs.)	Total Value (in Rs.)
1.	Installation & Commissioning			
2.	Cable Tray Channel			
3.	Copper pipe insulation puffing and electric wire from indoor unit to outdoor unit			
4.	PVC drainpipe with tubular insulation			
5.	Outdoor AC stand (Fabricated)			
Total Amount				
*Bidders are advised to visit the site before quoting their bid as no extra claim will be entertained.				

Financial Terms and Conditions

- 1 The Bidder must provide the Commercial Proposal strictly in hardcopies.

- 2 The rates should be quoted in figures as well as in words, on the form attached at Annexure- 'C 'and duly signed and stamped by the authorized person.

- 3 Rates mentioned above are inclusive of all taxes, F.O.R. destination and Installation charges and all other charges. No charges of whatsoever nature would be paid additional to the cost mentioned above.

Authorized Signatory:

Seal & Sign of the bidder