

ICAR -INDIAN AGRICULTURAL STATISTICS RESEARCH INSTITUTE

(An ICAR's autonomous body under Department of Agriculture Research and Education,
Ministry of Agriculture and Farmers Welfare, Govt. of India)

Library Avenue, Pusa, New Delhi -110012

Tel – 011-25841479, Fax - 011-25841564

Tender No. 12(2)/2017-18-EMU

OPEN TENDER

for

Comprehensive Annual Maintenance contract of Air Conditioner

ICAR-IASRI,

LIBRARY AVENUE, PUSA,

NEW DELHI -110012

TABLE OF CONTENETS

1. SECTION - I NOTICE INVITING TENDER
2. SECTION - II INSTRUCTION TO BIDDERS
3. SECTION - III TERMS AND CONDITIONS
4. SECTION - IV SCHEDULE OF REQUIREMENT AND SCOPE OF WORK
5. SECTION - V PRICE SCHEDULE /BOQ (online in excel format)
6. SECTIONV -VI STANDARD FORMS
7. SECTIONV -VII ANNEXURES

SECTION – I

NOTICE INVITING TENDER



**ICAR -INDIAN AGRICULTURAL STATISTICS RESEARCH
INSTITUTE**

(An ICAR's autonomous body under Department of
Agriculture Research and Education (DARE),
Ministry of Agriculture and Farmers Welfare, Govt. of India)
Library Avenue, Pusa, New Delhi -110012
Tel – 011-25841479, Fax – 011-25841564



F.No. 12(2)/2017-18-EMU

Notice Inviting Tender (NIT)

Director, ICAR-IASRI invites online open tender from reputed firms for **“Tender for Comprehensive Annual Maintenance contract of Air Conditioners”** at ICAR-IASRI, Library Avenue, Pusa, New Delhi -110012.

The information and schedule of dates are mentioned below:

| | |
|---|--|
| Mode of Tender | Online at https://eprocure.gov.in/eprocure/app |
| Procedure and requirements for submission online tender. | Please refer https://eprocure.gov.in/eprocure/app |
| Websites for downloading Tender Document, Corrigendum's, Addendums etc. | https://eprocure.gov.in/eprocure/app |
| Tender Processing fee (non-refundable) | Rs. 5,00/- (Rupees Five hundred only) |
| Earnest Money Deposit EMD (DD, BG) | Rs 25,000/- (Rupees Twenty Five Thousand only) |
| Publishing Date & Time | 12.02.2018, 15:30 Hours |
| Bid Submission Start Date & Time | 13.02.2018, 15:30 Hours |
| Bid Submission End Date & Time | 05.03.2018, 15:30 Hours |
| Submission of Demand Draft of Tender processing & document fee and EMD | Up to 06.03.2018, 14:30 Hours |
| Bid Opening Date, Time and Venue | 06.03.2018, 15:30 Hours at ICAR-IASRI, New Delhi |
| Bidding Procedure | Two bid system |
| Bid Validity | 90 days from the bid submission end date |
| Period of the Contract | 03 Years |
| Submission of Physical Demand Draft | Administrative Officer (Maintenance), IASRI, Library Avenue, Pusa, New Delhi-110012 |

In case any bidder fails to submit the original Demand Draft of tender processing & document fees and EMD up to **14:30 Hours on 06.03.2017**, the Bid of the bidder shall not be opened. The Demand Draft should be of Commercial Bank drawn in favour of “Director, IASRI”.

Important Notes:

1. Tender Documents may be downloaded from Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app>. Aspiring bidders who have not enrolled / registered in eProcurement should enrol / register before participating through the website <https://eprocure.gov.in/eprocure/app>. Bidders are advised to go through instructions provided at ‘Instructions for online Bid Submission’.
2. The tender will be available under Department of Agriculture Research and Education (DARE) on <https://eprocure.gov.in/eprocure/app>
3. Only bids received on e-procurement portal (CPPP) will be considered for opening. Bids in any physical form sent through fax/email/courier/post/delivered personally will not be considered.
4. ICAR-IASRI reserves the right to cancel this Notice of Invitation Tender (NIT) and / or invite a fresh with/without amendments to this NIT, without liability or any obligation and without

assigning any reason. Information provided at this stage is indicative and ICAR-IASRI reserves the right to amend further details in the tender document

5. ICAR-IASRI will not be responsible for any delay in enrolment or submission of the offer/uploading the offer on above mentioned e-procurement portal for any reason whatsoever. Hence vendors are advised to register in the e-procurement website <https://eprocure.gov.in/eprocure/app> & enrol their Digital Signature Certificate (Class – II or above) and upload their quotations well in advance to avoid last minute problems.
6. Detailed **Terms & Conditions, Eligibility, Schedule of Requirement (SOR), SLA and other information** for the assignment are available on the website <https://eprocure.gov.in>. In case of any clarification, contact the following email: emu.iasri@icar.gov.in .
7. Any Corrigendum, extension of date(s) and others in respect of above tender shall be issued only on website <https://eprocure.gov.in/eprocure/app> and <http://iasri.res.in>. No separate notification shall be issued in the press. Therefore, bidders are requested to regularly visit our website to keep themselves updated.

Date : 12.02.2018

Place: New Delhi

Location : ICAR-IASRI

Sd/ Administrative Officer (Maintenance)

Digitally Signed

SECTION – II

INSTRUCTION TO BIDDERS

INSTRUCTIONS TO BIDDER.

1. GENERALS

- i. Bidders are advised to study the Bid Document carefully. Submission of the Bid shall be deemed to have been done after careful study and examination of all instructions, eligibility, forms, terms and requirement specifications in the tender document with full understanding of its implications. Bids not complying with all the given clauses in this tender document are liable to be rejected. Failure to furnish all information required in the tender Document or submission of a bid not substantially responsive to the tender document in every respect will be at the vendor's risk and may result in the rejection of the bid. Incomplete tender is liable to be rejected. Contracts envisaged under this contract are required to be executed in all respects up to the period of completion mentioned above.
- ii. All the Bids shall be prepared and submitted in accordance with these instructions.
- iii. Bidder shall bear all costs associated with the preparation and delivery of its Bid, and the purchaser will in no case shall be responsible or liable for these costs.
- iv. The Bid should be submitted by the Bidder in whose name the bid document has been issued and under no circumstances it shall be transferred/ sold to the other party.
- v. The purchaser reserves the right to request for any additional information and also reserves the right to reject the proposal of any Bidder, if in the opinion of the purchaser, the data in support of Request for Quotation(RFQ) /NIT requirement is incomplete.
- vi. The Bidder is expected to examine all instructions, forms, terms & conditions and specifications in the Bid Documents. Failure to furnish all information required in the Bid Documents or submission of a Bid not substantially responsive to the Bid Documents in every respect may result in rejection of the Bid. However, the purchaser decision in regard to the responsiveness and rejection of bids shall be final and binding without any obligation, financial or otherwise, on the purchaser.
- vii. Only those agencies, who fulfil the qualifying criteria as mentioned in clause 4. Eligibility and Qualification requirements for Bidders should submit the tender documents.
- viii. Tender document consists of the following:
 - a. Notice Inviting Tender
 - b. Instructions to bidders
 - c. Terms & conditions
 - d. Scope of Contract & specifications.
 - e. Standard Form and Annexures
- ix. ICAR-IASRI reserves the right to accept/reject any or all Tenders without assigning any reason thereof and alter the amount and quantity mentioned in the Tender documents at the time of placing purchase/ Contract orders. Tender will be summarily rejected if:
 1. Tender Processing and Document fee and Earnest Money

Deposit (EMD) of value INR 50,000/- (Fifty Thousand) is not deposited in shape of Bank Draft/ Bank Guarantee in favour of Director, IASRI, payable at Delhi.

2. Complete Technical details are not enclosed.
 3. Tender will be received after due date and time.
- x. The successful bidder shall submit performance bank guarantee after notification of award and before signing the contract. The amount of performance bank guarantee shall be 10 % of contract value for the period of 39 months.

2. Availability of tender

Bidding will be On-line through Central Public Procurement Portal System. The NIT & others information is available at <http://iasri.res.in> and NIT, Tender Document BOQs are available at e-procurement site <https://eprocure.gov.in/eprocure/app>. Prospective bidders desirous of participating in this tender may view and download the tender document free of cost from above mentioned website. However, bidders need to submit the tender processing fee of Rs. 1000/- (Rupees One Hundred only) through demand draft / pay order from a schedule commercial bank drawn in favour of 'Director, IASRI' payable at New Delhi at the time of bid submission.

3. Important dates and other details

| | |
|---|---|
| Mode of Tender | Online at https://eprocure.gov.in/eprocure/app |
| Procedure and requirements for submission online tender. | Please refer https://eprocure.gov.in/eprocure/app |
| Websites for downloading Tender Document, Corrigendum's, Addendums etc. | https://eprocure.gov.in/eprocure/app |
| Tender Processing fee (non-refundable) | Rs. 5,00/- (Rupees Five hundred only) |
| Earnest Money Deposit EMD (DD, BG) | Rs 25,000/- (Rupees Twenty Five Thousand only) |
| Publishing Date & Time | 12.02.2018, 15:30 Hours |
| Bid Submission Start Date & Time | 13.02.2018, 15:30 Hours |
| Bid Submission End Date & Time | 05.03.2018, 15:30 Hours |
| Submission of Demand Draft of Tender processing & document fee and EMD | Up to 06.03.2018, 14:30 Hours |
| Bid Opening Date, Time and Venue | 06.03.2018, 15:30 Hours at ICAR-IASRI, New Delhi |
| Bidding Procedure | Two bid system |
| Bid Validity | 90 days from the bid submission end date |
| Period of the Contract | 03 Years |
| Submission of Physical Demand Draft | Administrative Officer (Maintenance), IASRI, Library Avenue, Pusa, New Delhi-110012 |
| In case any bidder fails to submit the original Demand Draft of tender processing & document fees and EMD up to 14:30 Hours on 06.03.2017 , the Bid of the bidder shall not be opened. The Demand Draft should be of Commercial Bank drawn in favour of "Director, IASRI". | |

4. Eligibility and Qualification requirements for Bidders:

- i. The bidder must possess the requisite experience, strength and capabilities in providing the services necessary to meet the requirements, as described in the bidding documents. The bidder must also possess the technical know-how and the financial wherewithal that would be required to successfully provide the support services sought by the IASRI/ICAR, for the entire period of the contract. The bids must be complete in all respect and should cover the entire scope of work as stipulated in the bidding document. The bidder should meet the eligibility criteria as given below:
- ii. **Eligibility for participation:** The prospective bidder must qualify all of the following requirements to be eligible to participate in the bidding.

| S. No | Clause | Minimum Documents required to be submitted as proof |
|-------|---|---|
| 1. | Status of the firm (Proprietary/Limited firm) | Submit Relevant document /registration |
| 2. | The bidder should have a valid Registration GST, PAN and should be registered with the appropriate authorities for all applicable statutory taxes / duties. | Attached relevant document like PAN, GST etc. |
| 3. | The bidder should be registered with ESIC and EPFO. | Attach the relevant proof of document. |
| 4. | The bidder must have successfully undertaken at least one Contracts/PO having minimum value of Rs. Three (3) lakh for AMC of ACs. | Copy of work order or Certificate of client. |
| 5. | The bidder should have their own service center in NCR and they should have complete tools for support /repair of computers and peripherals | Attach supporting document. (Physical inspection may be done by officials). |
| 6. | The bidder must have on its roll at least 10 technical resources with prior experience in providing services in maintenance of AC. | Certificate from bidder's HR / Owner of the firm. |
| 7. | The bidder should furnish, as part of its bid, a bid security (EMD) as specified in the Bid document. | Proof of Bid Security should be attached with the bid document. |
| 8. | The Bidder shall not be under a Declaration of Ineligibility for corrupt or fraudulent practices or blacklisted with Government / PSUs as per provisions of the bid document. | Declaration in this regard by the authorized signatory of the bidder |

5. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Purchaser will in no case, be responsible or liable for those costs.

6. Price format

- i. Price currency is Indian Rupee i.e. INR
- ii. PRICE should be quoted without ANY taxes i.e. GST etc. All taxes shall be applicable as per notification of Govt. at the time of bill/invoice.
- iii. The tender has cell protected and digitally signed price sheets (BOQ) in excel format and the bidder shall have filled price(s) only in provided BOQ(s) in live excel format and upload on <http://eprocure.gov.in>.
- iv. In case, if there is any difference in any price digit(s) in item wise price list and grand summary price list, then minimum price will be considered of any price list and accordingly bidder has to adjust the price in respective item(s) of price list (s)

7. Clarification: A prospective Bidder requiring any clarification of the bidding documents may notify the purchaser in writing at the purchaser's address or email: emu.iasri@icar.gov.in.

8. Evaluation and Comparison of Bids:

- i. The Purchaser will evaluate and compare the bids that have been determined to be substantially responsive. The evaluation will be performed assuming that:
 - a. Bids are complete.
 - b. Required EMDs etc. have been furnished.
 - c. The documents have been properly signed; and
- ii. Evaluation of bids shall be done based on the information furnished by the bidder. The conformity of the bids to the technical specification and commercial terms and conditions shall be examined. Responsiveness of the bid shall be determined based on the technical and financial capability of the bidder to execute the contract.
- iii. The Institute will examine the bids to determine
 - a. The correctness of the information furnished by the bidder in its bid. In case any information is found to be incorrect/false, the bid shall be considered as non-responsive.
 - b. The substantial responsiveness of each bid to the bidding. For purpose of these clause, a substantially responsive bid is one, which conforms to all technical specifications and terms and conditions of the bidding documents without material or commercial deviations. The Institute's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.
 - c. Arithmetic errors will be recertified as: If there is discrepancy between the unit price and the total price, which is obtained by multiplying the unit price with quantity, the unit price shall prevail and the total price shall be corrected unless it is a lower figure. If the bidder does not accept the correction of errors, its bid will be rejected. If there is a discrepancy between words and figures, the amount whichever is lower will prevail.

- iv. Institute may contact and verify the bidder's information, references and data submitted in the bid without further reference to bidders.
- v. Institute reserves the right to use and interpret the bids, as it may, in its discretion, consider appropriate, when selecting bidders for Award of contract.
- vi. Institute may waive off any minor infirmity, non-conformity, or irregularity in a bid, which does not constitute a material deviation, provided such a waiving, does not prejudice or affect the relative ranking of any bidder.
- vii. The Institute may seek clarification in writing from bidder for fax. Bidder shall be promptly reply by fax within the time limit specified in the clarification letter from the Institute.
- viii. The comparison shall be of total base price (without taxes) of the services offered.

9. Site Visit

- i. The Bidder may wish to visit and examine the site and obtain for itself, at its own responsibility and risk, all information that may be necessary for preparing the bid and entering into the Contract. The costs of visiting the site or sites shall be at the Bidder's own expense.
- ii. The Purchaser will arrange for the bidder and any of its personnel or agents to gain access to the relevant site or sites, provided that the Bidder gives the Purchaser adequate notice of a proposed visit of at least three working days. Failure of a Bidder to make a site visit will not be a cause for its disqualification.
- iii. No site visits shall be arranged or scheduled after the deadline for the submission of the Bids and prior to the award of Contract.

10. Address for communications, Demand Draft submission:

Smt. Poonam Singh, AO

Address: Room No. 04, Sample Survey Block
IASRI, Library Avenue, Pusa
City: New Delhi, Pin Code: 110 012
Telephone: 91-11-25847121-24 Ext. 4277
Facsimile number: 91-11 25841564
Electronic mail address: emu.iasri@icar.gov.in

SECTION – III

TERMS AND CONDITIONS

TERMS AND CONDITIONS

1. Definitions:

1.1. "Purchaser" means ICAR-IASRI, being the location at which the Vender shall provide supply / Service/ Supply. "Bidder" means the potential Firm/Vender/Bidder, hereafter called "vender".

1.2. Interpretation:

- i. The descriptive headings of Clauses are inserted solely for convenience of references and not intended as complete or accurate description of content thereof and shall not be used to interpret the provisions of this Service/ Supply / Supply contract and,
- ii. The use of words in the singular or plural, or with a particular gender, shall not limit the scope or exclude the application of any provision of this Service/ Supply / Supply Contract to any person or persons or circumstances except as the context otherwise permits.
- iii. References to the word "include", "including", "inclusive" and "inclusively" shall be construed without limitation;
- iv. The Appendices annexed to this Service/ Supply / Contract form an integral part of this Service/ Supply Contract and will be of full force and effect as though they were expressly set out in the body of the Service/ Supply Contract;
- v. Reference to any legislation or law or to any provision thereof shall include references to any such law as it may, after the date hereof, from time to time, be amended, supplemented or re-enacted, and any reference to a statutory provision shall include any subordinate legislation made from time to time under that provision;
- vi. The terms "hereof", "herein", "hereby", "hereto" and derivative or similar words refer to this entire Contract;

2. **Contract Period, Value and extension:** The contract value of per item shall remain firm during the entire contract period. Initially Contract will be award for period of **Three years**. The contract period may be extended another month/quarter/year(s) based on vender's performance. Any further requirement of security will be paid based on the rate finalized by us for existing requirement.

3. **Performance Security:** The successful bidder will have to deposit Security Deposit equal to 10% of the total or absolute value decided by competent authority of the contract further reduced to the extent of Earnest Money Deposit which will be accordingly adjusted and also execute the contract within 30 days from the date of placement of order. If the firm fails to provide services to the satisfaction of the Institute as per the order during contract period, the contract will be cancelled and the Security Deposit will be forfeited or Bank Guarantee revoked. The Security Deposit will be released after completion of the contract to the satisfaction of the Institute. Additional Security money needs to be deposited in case more items are added in the AMC in future.

4. **Agreement:** The successful tenderer will have to sign an Agreement with the Institute on a non-judicial stamp paper of appropriate value before taking over the contract.

5. **Payment:** Maintenance charges will be paid on quarterly basis after deduction of penalty after completion of the quarter. The payment shall be released quarterly on satisfactory

completion of assigned services. If calculation of penalty was not readily available, then 50% of the bill amount will be released provisionally. Income Tax and other taxes as per rules will be deducted from the bill as applicable from time to time.

6. Penalty :

- a. No penalty will be charged for the first 24 hours from the time of call/complaints and wherever an equivalent standby system has been provided. If the firm fails to repair the equipment or provide standby equipment within stipulated time frame of the complaint, they will attract a penalty as per details given below:

| S.No. | Nature of Fault | Penalty Amount |
|-------|---|----------------------|
| I | Minor Faults viz. replacement of running capacitors, relays etc. not rectified within 24 hours (excluding holidays) | @ Rs 100/- per day |
| II | Major faults viz. repairing / replacement of copper coils, motors, gas filling etc. not rectified within 48 hours (excluding holidays) | @ Rs 300/- per day. |
| III | The repairing of compressor, if not done within 72 Hrs. (excluding holidays) | @ Rs. 500/- per day. |
| IV | Any delay beyond 03 days in rectifying all minor/major faults at Sl.No. I, II except repairing of compressor, the equipment may be got repaired from the market and the actual cost of the same shall be recovered from the payable amount of AMC in addition to the penalties as mentioned in I, II. | |
| V | Any delay beyond 05 days in rectifying the faults at S.No. III (repairing of compressor), the equipment may be got repaired from the market and the actual cost of the same shall be recovered from the payable amount of AMC in addition to the penalties as mentioned in III. | |

- b. In cases of downtime beyond those stipulated above, penalty will be automatically deducted from the quarterly payable amount.
- c. Penalty to be imposed will be subject to a maximum of total value of quarterly bill. In case of the gross negligence and downtime, security deposited by the firm can be forfeited besides immediate cancellation of the contract.
- d. Payments will be made to the firm on the basis of records maintained in respect of preventive and corrective maintenance service after deducting penalties, if any. The firm will ensure that all calls are got entered in the records.
- e. In case of intermittent failure and repeated failure the system will be considered continuously down and down time penalty clause will apply accordingly.

7. Tender Rates, Prices, Taxes and Duties:

- 7.1. Vendor shall be entirely responsible for all taxes, duties, license, fees etc. Incurred until delivery of the contracted services to the Institute. No tax or duty will be payable by the Institute unless specified by the vendor in the price bid.

- 7.2. The prices/rates quoted for each item/work in the BOQ only GST shall be exclusively and all direct and indirect costs, insurances, statutory charges, statutory fees, royalties; taxes on quarried items, duties shall be inclusive. i.e. sales tax, consignment tax, octroi / local tax, incidental charges, cost of complying to other local authorities etc., and any other costs that may be involved in completing the works as required, fulfillment of all obligations under the Contract and to the satisfaction of the Purchaser.
 - 7.3. Rates of all exclusive taxes i.e VAT/Service/GST will be applicable at the time of invoice as per notification of Govt. of State/India.
 - 7.4. All payments made by the Purchaser to the Vender shall be subject to tax deducted at source. The Purchaser shall provide the TDS Certificates to the Vender within 30 days from the date of its deduction.
 - 7.5. The Vender shall be responsible for due payment of all taxes, levies, charges and expenses with respect to or arising out of the performance of this Service/ Supply Contract. The Vender shall submit to the Purchaser true copies of receipts / challans of all such taxes paid within 10 days of making such payments for records of the Purchaser.
 - 7.6. The rates quoted for each item/work in the BOQ by the Vender shall remain firm until the successful completion of the Contract including any extension (s) of time that may have been granted to the vender under the scope of this Contract and shall not be subject to escalation on any account. The rates quoted for each item/work in the BOQ shall be deemed to include and cover all cost, expenses and liabilities to every description and all risk of every kind to be taken in executing, completing and handing over the work to the satisfaction of the Purchaser.
 - 7.7. The Vender shall on his own and at his own expense obtain all necessary permits and permissions to execute the job, including required registrations, Agent's etc. To perform its obligation under this Contract and shall indemnify the Purchaser in all related matters.
- 8. Indemnity:** The Vender shall keep ICAR-IASRI indemnified at all times, against all claims, losses, damages or liability that may arise under this Contract / Work Order (whether criminal or civil and including legal fees and costs incurred), including
- i. any breach non-observance or non-performance by vender or its employees or agents of any of the provisions of this Contract.
 - ii. any act or omission of vender or its employees or agents.
 - iii. any negligence or breach of duty on the part of vender, its employees or agents including any wrongful use by it or them of any property or goods belonging to or by the purchaser or any other third party at site including adjoining neighbors.
 - iv. Vender shall at all times indemnify the purchaser against all liabilities to other persons, including employees or agents of the purchaser or other vendors for bodily injury, damage to property or other loss which may arise out of or in consequence of the execution or completion of Project and against all costs charges and expenses that may arise.
 - v. Resulting from any breaches in respect of any matter arising from the provisions of Service/ Supply s resulting in any successful claim by any third party;
 - vi. Claims for compensation under the provisions of Workmen Compensation Act 1923 as amended from time to time or any compensation payable under any other law for the time being in force to any workman / employees or staff engaged by the

Vender in carrying out the Service/ Supply s and against costs and expenses, if any, incurred by ICAR-IASRI in connection therewith.

- vii. Any claim due to non-compliance of applicable PF/ Labour laws, ESI regulations etc.
- viii. The indemnities provided under this Clause are without prejudice and in addition to ICAR-IASRI s rights to make any recovery whatsoever under this Contract / Work Order, with or without invoking the indemnity provisions.

9. Defect liability: Vender under the scope of this Contract. In case any defect in the work is observed during the contract period, the same shall be rectified by the Vender at own cost including supply of all materials, labour, equipments and any other appliance in this regards for the fulfillment of all obligations under the Contract and to the satisfaction of the Purchaser.

10. Damage of private properties / life: The Vender shall be responsible for all risk to the works to be performed under its obligation under the Contract and for trespassers, and shall make good at his own expenses all losses and damages whether to the works, themselves, or to any other property of the purchaser or the lives, persons or property of other forms, whatsoever cause, in connection with the works, although all reasonable and proper precautions may have been taken by the vender, and in case Purchaser is called upon to make good any such costs, loss or damages or to pay compensation to any person(s) sustaining damages by reason of any act, or any negligence or omission on the part of the Vender, the amount of any costs or charges (including costs and charges towards legal proceedings) which the Purchaser may incur in reference thereto, shall be charged to the Vender. The Vender shall reimburse such costs immediately to the Purchaser.

11. Award/ subletting of contract:

11.1. The Purchaser reserves the right to reduce/ award consolidated order or separate orders for one or more parts against this tender.

11.2. The Vender will not be permitted to sublet his job in whole or Part without the prior written permission of the Purchaser. The Vender shall submit to the Purchaser a list of Sub-Vender, Bidders (not less than three names) for the approval of the Purchaser. The Purchaser may approve all or any of the names or reject all names, which in his opinion do not meet the prerequisite qualifications. The Vender shall re-submit a fresh list of names for approval. Further in the event that none of the names submitted by the vender are acceptable to the Purchaser, the Purchaser may suggest names to the Vender and it shall be binding upon the Vender to accept the names suggested.

12. Site location: The Vender must see the site of the work, surrounding locality, local traffic rules, site approaches etc. carefully. No claim of any sort shall be entertained on account of any site conditions.

13. Quantities in the contract/BOQ:

13.1. The Purchaser reserves the right of deletion of any item in full, in part, reduce, increase or to modify the Scope of Work. The rates quoted by the Vender shall remain firm even if there are any variations in the quantities mentioned in the Bill of Quantities, or due to any idling of resources due to non-availability of fronts, details, etc.

13.2. The above items include components installed at various locations in the IASRI Campus. There may be some items that may be given on AMC after their warranty period is over, during this contract period. The maintenance would be on

pro-rata basis.

14. Acceptance, compliance of tender: Submission of this tender by the bidder shall assumed that the vender is accepting and complying all the terms & conditions, Scope of work and others. Vender shall sign and stamp every page of tender including all the Annexures.

15. Limitation of Liability: Provided the following does not exclude or limit any liabilities of either party in ways not permitted by applicable law:

- The Bidder shall not be liable to the Purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Bidder to pay liquidated damages to the Purchaser; and
- the aggregate liability of the Bidder to the Purchaser, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to any obligation of the Bidder to indemnify the Purchaser with respect to intellectual property rights infringement.

16. Cost of bidding: The Bidder shall bear all cost associated with the preparation and submission of its Bid and the purchaser will in no case be responsible or liable for those costs.

17. Bidding documents

17.1. The Scope of Contract, Bidding Procedures and Contract Terms are described in the Bidding Documents.

17.2. The Bidder is expected to examine the Bidding Documents, including all Instructions, Forms, Terms and Specifications. Failure to furnish all information required by the Bidding Documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect will may result in the rejection of the Bid.

18. Amendment of bidding documents

18.1. At any time prior to the deadline for submission of Bids, the Purchaser may for any reasons, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Documents by Amendment.

18.2. The Amendment shall be part of the Bidding Documents, and it will be notified in writing by Fax/e-mail to all the Bidders who have received the Bidding Documents and confirmed their participation to Bid, and will be binding on them.

18.3. In order to afford prospective Bidders reasonable time in which to take the Amendment into account in preparing their Bids, the Purchaser may, at its discretion, extend the deadline for the submission of Bids.

19. Preparation of bids

19.1. Language of bid: The Bid prepared by the Bidder, and all correspondence and documents relating to the Bid exchanged by the Bidder and the Purchaser, shall be written in the English Language. Any printed literature furnished by the Bidder may be written in another Language, provided that this literature is accompanied by an English translation, in which case, for purposes of interpretation of the Bid, the English translation shall govern.

19.2. Documents comprising the bid: The Bid prepared and submitted by the Bidder shall comprise the following components:

- i. Bid Form, Price & other Schedules (STRICTLY AS PER FORMAT) and Technical Data Sheets completed in accordance with Technical Specification.
- ii. All the Bids must be accompanied with the required Tender fee and EMD

against each tender.

19.3. Bid form: The Bidder shall submit online Bid Form and the appropriate Price Schedules and technical specifications enclosed with the Bidding Documents.

20. Bid prices

20.1. Bidders shall quote for the entire Scope of Contract with prices for individual items. The tenderer is required, at his expense, to obtain all the information he may require to enable him to submit his tender.

20.2. Prices quoted by the Bidder shall be "Firm" and not subject to any price adjustment during the performance of the Contract. **A Bid submitted with an adjustable price will be treated as non-responsive and rejected.**

20.3. Prices shall be quoted in Indian Rupees Only.

21. Bids validity

21.1. Bids shall remain valid & open for acceptance for a period of 120 days from the date of opening of the Bid.

21.2. Notwithstanding Clause above, the Purchaser may solicit the Bidder's consent to an extension of the Period of Bid Validity. The request and the responses thereto shall be made in writing and sent by Fax/post/courier.

22. Alternative bids: Bidders shall submit Bids, which comply with the Bidding Documents. Alternative bids will not be considered. The attention of Bidders is drawn to the provisions regarding the rejection of Bids in the terms and conditions, which are not substantially responsive to the requirements of the Bidding Documents.

23. Format and signing of bid

23.1. The Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. Written Power-of-Attorney accompanying the Bid shall indicate such authorization.

23.2. The Bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the Bid.

24. Submission of bid

24.1. Bidders must have / obtain Digital Signature Certificates and register on <https://eprocure.gov.in/eprocure/app> . The documents shall be digitally signed during bid uploading by the systems. Online bids (complete in all respect) must be uploaded on <https://eprocure.gov.in/eprocure/app> and manual bid must be submitted as per IMPORTANT DATES.

24.2. The online bids should be submitted as under:

- i. **EN-1** : The PDF file having Bank Draft(s) towards EMD & TENDER PROCEEDING FEE, ELIGIBILITY and QUALIFICATION, TERM & CONDITIONS, TECHNICAL BID with SCOPE of WORK in one cover/ file. In addition, a letter specifying the details of Demand Draft should be submitted physically at Administrative Officer (Maintenance Section), ICAR-IASRI, Library Avenue, Pusa, New Delhi-110012 before bid submission end date and time. However the scanned copy of DD/BG must be uploaded (PDF format) electronically on <https://eprocure.gov.in/eprocure/app>.
- ii. **EN-2**: Containing Financial Bid inclusive of all Govt taxes as per various Price Bid (BOQ) in only specified Excel format. Bidder has to filled all the BOQs as:

| S. no. | Name of BOQ | Purpose /Contain |
|--------|-------------|------------------|
|--------|-------------|------------------|

| | | |
|---|------|--|
| 1 | BOQ1 | Grand Price Summary for THREE YEARS (inclusive total sum of all BOQs). It should have the grand contract value of all the Equipment/items for duration of contract period. |
| 2 | BOQ2 | Please provide the rate(s) for below mentioned items for Installation/Shifting including all the fixing materials, labour etc. These rates shall be valid for contract period. |

24.3. Other Conditions

- i. The uploaded PDF files not containing the relevant document or not containing the financial bid in explicit/implicit form, shall lead to rejection of the bid.
- ii. All the bid documents should be digitally signed by the authorized signatory.
- iii. All pages of the bid being submitted must be sequentially numbered.
- iv. IASRI shall not be responsible for any delay on the part of the bidder in obtaining the Terms and Conditions of the Tender Notice or submission of the online bids.
- v. IASRI reserves the right to seek any document, already asked, in physical form from any bidder during eligibility and Technical Evaluation.
- vi. IASRI reserves the right to seek any other/new document if the need arises at any stage of tender.
- vii. The bids submitted by fax/Email/ manually etc. shall not be considered. No correspondence will be entertained on this matter.
- viii. The rates are to be quoted in strict compliance to the financial bid otherwise the bid is liable to be rejected.
- ix. The rates are to be quoted by the bidders in Indian Currency and payment shall be made to successful bidder in Indian Currency only.
- x. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. If any clarification is required, the same should be obtained before submission of the bids.
- xi. In case of imported items, it will be the complete responsibility of the bidder to arrange import license for importing these items for the Regulatory Authority as may be required in such a way that delivery schedule is met. However, IASRI will provide supporting document, if required.
- xii. Bids not quoted as per the format given by IASRI will be summarily rejected.
- xiii. At any time prior to the last date for receipt of bids, IASRI may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Vendor, modify the Tender Document by an amendment. The amendment will be notified in writing or by FAX or by E-mail to all prospective Vendors who have received the Tender Document and will be binding on them. In order to afford prospective Vendors reasonable time in which to take the amendment into account in preparing their bids, IASRI may, at its discretion, extend the last date for the receipt of Bids.
- xiv. No bid may be modified subsequent to the last date for receipt of bids.
- xv. No bid may be withdrawn in the interval between the last date for receipt of bids and the expiry of the bid validity period specified by the Vendor in the Bid. Withdrawal of a bid during this interval may result in forfeiture of Vendor's EMD.
- xvi. The Vendor shall bear all costs associated with the preparation and submission of its bid. IASRI will, in no case, be responsible or liable for those costs, regardless of the outcome of the Tendering process.

- xvii. Each Bidder shall submit only one Bid by itself. No Joint Venture is acceptable. A Bidder who submits or participates in more than one Bid will cause all those Bids to be rejected.

25. Earnest Money Deposit (EMD), Tender Fee and Performance Bank Guaranty

- 25.1. Bidder has to be submitted Earnest Money Deposit (EMD) of Rs. 50,000/- (Rupees Twenty Five Thousand only) and tender processing fee of Rs. 500/- (Rupees Five hundred only). The tender processing Fee should be in separate Demand Draft and EMD should be in separate Demand Draft. The tender processing Fee validity should at least three months and EMD validity should be at least 165 days from the date of bid submission. Tender fee and EMD is to be physically submitted through Demand Draft of any Commercial Bank, drawn in favour of Director, IASRI, New Delhi, before as per IMPORTANT DATES clause.
- 25.2. However, the firms/Bidders, who are registered for considered services and items with NSIC under Single Point Registration Scheme, shall be considered for exemption from furnishing the EMD by the Competent Authority. In such cases, an attested copy of the Registration Certificate from NSIC must be furnished. Merely registration as a SSI Unit does not qualify the Firm for Otherwise bids will be rejected. In the absence of a valid certificate from the NSIC or proper Bank Draft of EMD amount, such tenders shall be rejected straightway.
- 25.3. The scanned copy of Demand Draft(s) shall be uploaded (PDF format) electronically on <https://eprocure.gov.in/eprocure/app>.
- 25.4. In the case of bidders, who are not considered for awarding the contract, the EMD will be refunded immediately after the final decision. Earnest Money Deposit (EMD) of the successful bidder will be refunded on receipt of same amount of Security Deposit in the name of Director – Indian Agricultural Statistics Research institute, Library Avenue, New Delhi -110112 valid for additional 03 months of contract period with acceptance of empanelment, within 15 calendar days. No interest will be payable for the EMD.
- 25.5. The successful bidder shall submit performance bank guarantee after notification of award and before signing the contract. The amount of performance bank guarantee shall be 10 % of contract value for the period of 39 months.

26. Last date for receipt of bids

- 26.1. The tender must be uploaded electronically on <https://eprocure.gov.in/eprocure/app> and complete in all respect latest by as per IMPORTANT DATES of SECTION-II.
- 26.2. The tender bids will be opened as per procure of online eProcurement as per IMPORTANT DATES of SECTION-II at IASRI, New Delhi.

27. Evaluation of bid

- 27.1. Process to be confidential: Information relating to the examination, clarification, evaluation and comparison of bids and recommendations for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with such process. Any effort made by a bidder to influence the purchaser's processing of bids or award decisions may result in the rejection of the Bidder(s) Bid.
- 27.2. Clarification of bids: To assist in the examination, evaluation and comparison of Bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its Bid. All responses to requests for clarification shall be in writing and no change in the

- price or substance of the Bid shall be sought, offered or permitted.
- 27.3. Preliminary examination of bids / responsiveness
- i. The purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
 - ii. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price per item that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price per item will be corrected. If there is a discrepancy between the Total Amount and the sum of the total price per item, the sum of the total price per item shall prevail and the Total Amount will be corrected.
 - iii. Prior to the detailed evaluation, the purchaser will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive Bid is one, which conforms to all the terms and conditions of the Bidding Documents without deviation.
- 27.4. Evaluation and comparison of bids
- i. A duly constituted committee will evaluate the technical bids. EMD and technical bid of the tender will be opened in the first instance. ICAR-IASRI reserved the right to seek fresh set of documents or seek clarification on the already submitted documents.
 - ii. The evaluation of Bids shall be done based on the Eligibility Criteria and Financial Lowest Cost Basis Selection (LCBS) competitiveness basis. The bids will be opened online (<https://eprecure.gov.in>) in two bidding stage i.e. Technical bid and Financial bid as per procedure on Central Public Procurement Portal. In the event of the specified date of bid opening being declared a holiday for ICAR-IASRI, the bids shall be opened on the next working day.
 - iii. Bidders shall base their Bid price on the terms and conditions specified in the Bidding Documents.
 - iv. The cost of all quantifiable deviations and omissions from the specification, terms and conditions specified in Bidding Documents shall be evaluated. The Purchaser will make its own assessment of the cost of any deviation for the purpose of ensuring fair comparison of Bids.
 - v. Any adjustments in price, which result from the above procedures, shall be added for the purposes of comparative evaluation only to arrive at an "Evaluated Bid Price". Bid Prices quoted by Bidders shall remain unaltered.
 - vi. Bids The Commercial Bids of the technically qualified bidders will be opened online (<https://eprecure.gov.in/cpp/app>). The date of opening of commercial / financial bid will be communicated by eProcurement portal (CPPP). The Bidder's representatives may choose to attend the Financial Bid opening on date and time at the site of purchaser. The Bidder's representatives who are present shall sign a register evidencing their attendance. The name of Bidder, Bid Prices, etc. will be announced at the meeting.
 - vii. **The Purchaser will evaluate and compare the bids that have been determined to be substantially responsive. The evaluation will be performed assuming that:**
 - (a) **The Purchaser's evaluation of a bid will be made on the basis of prices**

quoted in accordance with Bid Prices (BOQs).

(b) Since this tender has two Price Schedules but the contract will be awarded to the lowest price (L1) evaluated bidder for the entire tender as per below given evaluation process.

b.1. If the quoted price by one bidder for three years comprehensive AMC and rate of accessories for supply and installation/Shifting of new/old AC are lowest then contract will be offered to lowest price (L1) single bidder for entire tender.

b.2. If there are price difference between L1 bidder of AMC and other bidders against price schedule of accessories for supply and installation/shifting of new/old ACs in that case, contract will also award to the L1 bidder of AMC subject to considering lowest price against per item quoted by L1 bidder of AMC and average price of other/remaining items of all bidders.

28. Contacting the purchaser

28.1. From the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Purchaser on any matter related to the Bid, it should do so in writing.

28.2. Any effort by a Bidder to influence the Purchaser and/or in the Purchaser's decisions in respect of Bid evaluation, Bid comparison or Contract Award, will result in the rejection of the Bidder's Bid.

29. ICAR-IASRI right to accept any bid and to reject any or all bids: The Purchaser reserves the right to accept or reject any Bid and to annul the Bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Purchaser's action.

30. The purchaser's right to vary quantities: The Purchaser reserves the right to vary the quantity i.e. increase or decrease the numbers/quantities without any change in terms and conditions during the execution of the order/renewal.

31. Letter of intent/ notification of award: The letter of intent/ Notification of Award shall be issued to the successful Bidder whose bids have been considered responsive, techno-commercially acceptable and evaluated to be the lowest (L1). The successful Bidder shall be required to furnish a letter of acceptance within 7 days of issue of the letter of intent /Notification of Award by the purchaser.

32. Award of contract: The Purchaser will award the Contract to the successful Bidder whose Bid has been Determined to be the lowest-evaluated responsive Bid, provided further that the Bidder has been determined to be qualified to satisfactorily perform the Contract.

33. Corrupt or fraudulent practices: The Purchaser requires that the Bidders observe the highest standard of ethics during the procurement and execution of the Project. In pursuance of this policy, the Purchaser:

i. Defines, for the purposes of this provision, the terms set forth below as follows:

i. "Corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves and/or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or

- soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; and
- ii. "Fraudulent practice" means a misrepresentation of facts in order to influence the award process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition.
 - ii. Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
 - iii. Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a contract.
 - iv. Furthermore, Bidders shall be aware of the provision stated in the Terms and Conditions of Contract.

34. Statutory Compliances:

- i. All the resources/manpower deputed on-site/offsite will be on bidder/principal employer pay roll and have no right, in any case, to claim for job at ICAR-IASRI. The Bidder shall comply relevant provisions of the Payment of Wages Act-1936, Minimum Wages Act-1948, Employer's Liability Act, Workmen's Compensation Act, Employees Provident Fund Act, CLRA and the rules made there under and meet all the statutory liabilities as per labour laws including wages, bonus, leave gratuity, EPF, ESIC etc, in respect of the personnel engaged for the duty at ICAR-IASRI, New Delhi and shall give a written undertaking to this effect along with Technical Bid. The bidder shall provide details of the registration with Employees State Insurance Corporation (ESIC)/Employees Provident Fund (EPF)/Registration with RLC office, whichever applicable.
- ii. The bidder should be registered with ESIC and EPFO. Certified copy of registration certificate showing the code allotted from these organizations should be submitted along with the technical bid

35. General conditions and Instructions:

- 35.1. All the Bids shall be prepared and submitted in accordance with these instructions.
- 35.2. Bidder shall bear all costs associated with the preparation and delivery of its Bid, and the Purchaser will in no case shall be responsible or liable for these costs.
- 35.3. The Bid should be submitted by the Bidder in whose name the bid document has been issued and under no circumstances it shall be transferred/ sold to the other party.
- 35.4. The Purchaser reserves the right to request for any additional information and also reserves the right to reject the proposal of any Bidder, if in the opinion of the Purchaser, the data in support of RFQ requirement is incomplete.
- 35.5. The Bidder is expected to examine all instructions, forms, terms & conditions and specifications in the Bid Documents. Failure to furnish all information required in the Bid Documents or submission of a Bid not substantially responsive to the Bid Documents in every respect may result in rejection of the Bid. However, the Purchaser's decision in regard to the responsiveness and rejection of bids shall be final and binding without any obligation, financial or otherwise, on the Purchaser.
- 35.6. The purchaser reserves the right to claim and recover from the security deposit the

damages/ losses incurred due to non-compliance to work delay in the progress of work by the Vender as agreed upon. The decision of the Purchaser in this regard shall be final and binding.

35.7. The Vender agrees to abide by other terms and conditions stipulated by the Purchaser from time to time in addition to the above for the proper and satisfactory performance of their obligations under this Contract.

36. Force Majeure: If either Party is unable to carry out his obligations under this Contract due to an Act of God, war, riot, blockade, strike (i.e. national/ state or city), lockout, flood or earthquake or Government orders/ restrictions not within the control of the parties hereto which results in an inability, in spite of due diligence of either party in performing its obligation in time, this Contract shall remain effective, but the obligation which the affected party is unable to carry out shall be suspended for a period equal to the duration of the relevant circumstances provided that :

- i. The non-performing party shall give the other Party prior written notice describing particulars of the inability including but not limited to the nature of occurrence with its expected duration and the steps which the non-forming parties is taking to fulfill its obligation.
- ii. Upon receipt of such notice the other party shall discuss the matter with the non-performing party with a view to helping the non-performing party to fulfill its obligations. This clause does not envisage financial assistance.
- iii. If in any event the Force Majeure situation continues for a period of three weeks both the parties shall meet again and discuss whether the Contract can be amended to overcome the Force Majeure situation so the Project can proceed further. Notwithstanding anything contained to the contrary, it is clarified economic hardship, non-availability of material, labour and transport shall not constitute Force Majeure. The overall responsibilities and obligations of the parties shall not be excused by reasons of Force Majeure situation. Notwithstanding the

37. Termination of contract:

37.1. If in case the Vender;

- i. becomes bankrupt or insolvent, has a receiving order issued against it compounds with its creditors, or if the Vender is a corporation a resolution is passed or order is made for its winding up (other than a voluntary liquidation for the purposes of amalgamation or reconstruction) a receiver is appointed over any part of its undertaking or assets or if the Vender takes or suffers any other analogous action in consequence of debt.
- ii. Assigns or transfers the Contract or any right or interest therein in violation of the provision of given work to sub-contractor.
- iii. In the judgment of the Purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the Contract. For the purpose of this Sub-clause "Corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in Contract execution. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract to the detriment of Purchaser and includes collusive practice among tenderers (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open

competition.

- iv. Has abandoned or repudiated the Contract
 - v. Has without valid reason failed to commence work on the Facilities promptly or has suspended days after receiving a written instruction from the Purchaser to proceed.
 - vi. Persistently fails to execute the Contract in accordance with the Contract or persistently neglects to carry out its obligations under the Contract without just cause.
 - vii. Refuses or is unable to provide sufficient materials Service/ Supply s or labour to execute and complete the Facilities in the manner specified in the program furnished and at rate of progress that give reasonable assurance to the Purchaser that the Vender can attain completion of the Facilities by the time for completion. Then, the purchaser may, without prejudice to any other rights it may possess under the Contract, give a notice to the Vender stating the nature of the default and requiring the Vender to remedy the same. If the Vender fails to remedy or to take steps to remedy the same within fourteen (14) days of its receipt of such notice then the purchaser may terminate the Contract forthwith by giving a notice of termination to the Vender.
- 37.2. In case, Vender fails to carry out the work as specified in the schedule or left in between, it will be got done through any other agency at vendors' risk and cost, the same shall be recovered from the amount payable to the Vender. Provided that in no case shall such above cost exceed more than 10% of the price quoted by the vendor in the Original Bid.
- 37.3. In case the Vender fails to start work / to carry out the work within the specified period i.e. mutually agreed schedule and the work is not found to be satisfactory, the Purchaser reserves the right to terminate the contract, at any stage without assigning any reasons thereof. In such case the Purchaser shall have the right to forfeit the entire / part amount of EMD / Security Deposit.

38. Settlement of disputes/ arbitration: To the best of their ability, the parties hereto shall endeavor to resolve amicably between themselves all disputes arising in connection with this Contract / Work Order. If the same remain unresolved within thirty (30) days of the matter being raised by either party, either party may refer the dispute for settlement by arbitration. The arbitration to be undertaken by two arbitrators, one each to be appointed by either party. The arbitrators appointed by both the parties shall mutually nominate a person to act as umpire before entering upon the reference in the event of a difference between the two arbitrators and the award of the said umpire in such a contingency shall be final and binding upon the parties. The arbitration proceeding shall be conducted in accordance with this provisions of the Indian Arbitration & Conciliation Act, 1996 and the venue of such arbitration shall be city of New Delhi only.

39. Manpower: The Contractor shall employ its labour in sufficient numbers to maintain the required rate of progress and of quality to ensure workmanship of the degree specified in the Contract and;

- 39.1. The Contractor shall not employ in connection with the Works any person who has not completed eighteen years of age.
- 39.2. All the workers or employees deployed by the contractors shall be considered the employees of contractor/firm and IASRI shall not have any liability what so ever in nature in regard to such workers/employees.

- 39.3. The Contractor/firm shall pay to the worker/labour employed by him directly wages not less than fair wages as per Minimum Wages Act. Fair Wage' means wages, which shall include wages for weekly day of rest and other allowances whether for time or piece work, after taking into consideration prevailing market rates for similar employment in the neighbourhood but shall not be less than the minimum rates of wages fixed under the payment of Minimum Wages Act.
- 39.4. The Contractor /firm shall in respect of worker/labour employed by him or his sub-contractor comply with or cause to be complied with the Contractor Labour Regulation in regard to all matters provided therein.
- 39.5. The Contractor/firm shall comply with the provisions of the payment of Wages Act, 1936, Minimum Wages Act, 1948, Employers' Liability Act, 1938. Workmen's Compensation Act, 1923, Industrial Disputes Act, 1947, Maternity Benefit Act, 1970 or any modification thereof or any other law relating thereto and rules made there under from time to time.

40. Disclaimer

- 40.1. IASRI will not be responsible for any misinterpretation or wrong assumption by the vendor, while responding to this tender.
- 40.2. This Document includes statements, which reflect various assumptions, which may or may not be correct. Each Bidder/Bidding Consortium should conduct its own estimation and analysis and should check the accuracy, reliability and completeness of the information in this Document and obtain independent advice from appropriate sources in their own interest.
- 40.3. Neither Purchaser nor its employees will have any liability whatsoever to any Bidder or any other person under the law or contract, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage whatsoever which may arise from or be incurred or suffered in connection with anything contained in this document, any matter deemed to form part of this document, provision of Service/ Supply and any other information supplied by or on behalf of vender or its employees, or otherwise arising in any way from the selection process for the Contract.
- 40.4. Though adequate care has been taken while issuing the Bid document, the Bidder should satisfy itself that Documents are complete in all respects. Intimation of any discrepancy shall be given to this office immediately.
- 40.5. This Document and the information contained herein are Strictly Confidential and are for the use of only the person(s) to whom it is issued. It may not be copied or distributed by the recipient to third parties (other than in confidence to the recipient-s professional advisors).

SECTION – IV

SCHEDULE OF REQUIRMENT and SCOPE OF WORK

1. BACKGROUND

The Indian Council of Agricultural Research (ICAR) is an autonomous organisation under the Department of Agricultural Research and Education (DARE), Ministry of Agriculture and Farmers Welfare, Government of India. Formerly known as Imperial Council of Agricultural Research, it was **established on 16 July 1929** as a registered society under the Societies Registration Act, 1860 in pursuance of the report of the Royal Commission on Agriculture.

The Council is the apex body for coordinating, guiding and managing research and education in agriculture in the entire country. With **111 ICAR institutes** and **73 agricultural universities** spread across the country this is one of the largest national agricultural systems in the world. It is engaged in cutting edge areas of science and technology development and its scientists are internationally acknowledged in their fields.

ICAR- Indian Agricultural Statistics Research Institute (IASRI) is one of a premier institute of Statistics & Computing in the field of Agriculture under ICAR located at Library Avenue, Pusa New Delhi.

2. SCOPE OF WORK:

1. Office Working Hours: 9:30 to 16:30 (Monday to Saturday except Second Saturday and Gazette holidays), But on urgency or backlog of complaints working work of firms may be allowed by competent authority.
2. One experienced Mechanic/Engineer and one helper should be available onsite during the office working hours.
3. This comprehensive Contract includes replacement of faulty spares like Compressors, Starting Capacitors, Running Capacitors, Relays, Thermostats, Fan Capacitors, Fan Motors, Selector switches, Power Contactors, Control Contactors, External Time Switch Units provided for specific time running of A.C's, Stabilizers (approx.57), AC Controller& Timer (Approx. 03), Rewinding of all kind of motors, providing Ball bearing of motors, Fan blades, Electronic Control Circuitry, Remote Control units, Gas charging etc. and attending all complaints and breakdowns of all types of air-conditioners. repair/replacement of condenser and cooling coils if any, any other items necessary of efficient running of the Air- conditioners etc. including Body of the A.C's, All ducting parts, Multi-spit /DVM parts etc. Any type of parts, labour, service etc. will not be provided by the institute.
4. AMC of all type of Ducting, Multi-spit /DVM, Cassette, Window & Split unit AC's shall include supply of all material spares, replacement /repairs of compressor from OEM's, gas charging, air filter, electrical parts, servicing, overhauling, greasing, starting relay, overload protector, wiring repairs, motor rewinding with bush and shaft, tapes including handling charges, blower motor/outdoor fan motor, digital scanner, piping, insulation and spares of outdoor/indoor units replacement etc., complete in all respects, for ensuring the desired levels of cooling.
5. AMC shall also include deployment of full time mechanic & assistant during the contract period as per office working hours.

6. This Annual Maintenance Contract shall be a contract for different types of air-conditioners and for different types of maintenance.
7. The air conditioners that are not serviceable by the agency / beyond economical repair due to obsolescence of technology or non-availability of parts / components / assemblies will be withdrawn from the maintenance contract. Withdrawal of such air conditioners shall be communicated to the agency and equivalent maintenance charges shall be deducted from the amount due to the agency. Preventive maintenance service would be carried out by the service provider regularly to keep the equipment running in a trouble free condition during the period of contract. Wash the filter of all the ACs every month. A record of preventive maintenance carried out would be maintained by you and duly certified by the authorized officer.
8. All the faults will be attended at site of IASRI. In case of a major fault, if the machine is required to be taken to the company workshop, the contractor shall provide a replacement unit till the time the AC sent for repairs is positioned back.
9. Details of all minor/major, routine/preventive repair/maintenance job undertaken shall be entered into the service sheet.
10. Following work is included in the Annual Maintenance;
 1. Besides periodic servicing of the ACs, contract shall include attending the breakdown calls, providing and fixing of any components of the machine (free of cost) viz. starting capacitor, running capacitor, thermostat, over load relay, selector switch, indicator, nuts, bolts, screws, motor capacitor, rewinding/repair of motor, repair/replacement of blower motor, brazing of coils if leaking, part wiring or complete wiring of AC (internally), supplying and charging of refrigerant gas, providing and replacement of compressor with new one or manufacturer repaired compressor (no cut weld/locally repaired compressor will be accepted as replacement), repairing of the insulation/pipes of split ACs, etc. to ensure that ACs function in proper way.
11. Time schedule and periodicity of work to be carried out monthly: Cleaning of filters of all the air conditioners to conserve the energy and checking of current drawn by each AC to know the healthy condition of the ACs.
12. Repairing, etc. is to be done immediately if on inspection any defect is found. Work to be carried out on Quarterly Preventive Maintenance shall include the following:
 - a. Checking motor bushings
 - b. Ground connections
 - c. Checking connections at the main plug
 - d. Cleaning of blower and condenser fan
 - e. Cleaning the evaporator and condenser coils
 - f. Cleaning the equipment
 - g. Checking and tightening of nuts & bolts
 - h. Oiling the motor
 - i. Checking cooling efficiency
 - j. Overhauling of the A/c, with chemical washing process
 - k. However, the air filter of the Air-Conditioning Units shall be cleaned every month of the quarter.

13. **Annual maintenance services (once a year):** The scope of work shall include all checks and tests as detailed under routine maintenance services. In addition, annual maintenance services shall also include:
 - a. Cleaning the condenser and evaporator coils with suitable detergent / chemical solution and flushing with high-pressure jet of water.
 - b. Greasing of blower motors and all moving parts.
 - c. Prevention of rusting of units.
14. **Break-down service (BDS):** Breakdown calls shall be attended to immediately and a record of such service, duly acknowledged by the person in charge of the location of the air-conditioner, shall be maintained. Breakdown service will include replacement of genuine / approved spares & Compressor and Gas filling at the cost of the service provider.
15. **Exclusion of contract:** The following Shall not be a part of this contract; Electronic remote control, all plastic components, element, Front Grill, Bottom Tray, Cabinet cover and sheet metal parts
16. **Rate contract Price:** Shifting charges of window/split/ductable ACs shall be application on bill basis as per quoted price.
17. **Log Register /Report:** Following registers are to be maintained by technicians at Head Office without fail:
 - **Complaint Register:** All complaints received with respect to air conditioners under AMC are to be recorded with time and date of receipt, as and when complaints are received from end user departments.
 - **Spare Tool and Tackle Register:** All the spares and tools and tackles are to be recorded in the register. Spares taken outside the premises also to be recorded with serial number of spare and in and out date and time.
 - **Call Report:** Service Engineer /Mechanic shall sign a printed service call report indicating all the details of AC, problem, resolution, location, User name etc. and submitted along with bill/invoice.
18. The material requires replacement shall be of same quality/manufacturer and specifications. The dismantled material shall be the property of contractor/vender but where items/parts replaced on bill basis (excluding AMC) faulty part/items will be submitted in the store of IASRI.

SECTION – V

PRICE SCHEDULE /BOQ

(online in Excel format)

Price Schedule/Format

(Without any Govt Taxes)

- I. There is digitally signed Price Schedule/format /Financial Bid having total Two BOQs/Sheets as per compliance of <https://eprocure.gov.in/eprocure/app>. Bidders has to fill the all the price(s) and upload the same excel sheet online at <https://eprocure.gov.in/eprocure/app>. Manual and offline Price bids / schedule shall not be accepted. Detail of BOQs /Financial BID are:

| S. no. | Name of BOQ | Purpose /Contain |
|--------|-------------|--|
| 1 | BOQ1: | Grand Price Summary for THREE YEARS (inclusive total sum of all BOQs). It should have the grand contract value of all the Equipment/items for duration of contract period. |
| 2 | BOQ2: | Please provide the rate(s) for below mentioned items for Installation/Shifting including all the fixing materials, labour etc. These rates shall be valid for contract period. |

- II. Prices shall be filled in specified MS Excel sheet(s)/BOQ(s) as per procedure of Central Public Procurement Portal (CPPP). As specified in the Bid Data Sheet, prices shall be fixed and firm for the duration of the Contract.
- III. The Schedules do not generally give a full description of the information technologies to be supplied, installed, and operationally accepted, or the Services to be performed under each item. However, it is assumed that Bidders shall have read the Technical Requirements and other sections of these Bidding Documents to ascertain the full scope of the requirements associated with each item prior to filling in the rates and prices. The quoted rates and prices shall be deemed to cover the full scope of these Technical Requirements, as well as overhead and profit.
- IV. If Bidders are unclear or uncertain as to the scope of any item, they shall seek clarification in accordance with the Instructions to Bidders in the Bidding Documents prior to submitting their bid.
- V. Bid prices shall be quoted in the manner indicated and in the INR currencies only. Prices must correspond to items of the scope and quality defined in the Technical Requirements or elsewhere in these Bidding Documents.
- VI. The Bidder must exercise great care in preparing its calculations, since there is no opportunity to correct errors once the deadline for submission of bids has passed. A single error in specifying a unit price can therefore change a Bidder 's overall total bid price substantially, make the bid noncompetitive, or subject the Bidder to possible loss. The Purchaser will correct any arithmetic error in accordance with the provisions of tender document.
- VII. Payments will be made to the Bidder in the INR currency only as per payment clause of the tender. The price of an item should be unique regardless of installation site.

SECTION VI

STANDARD FORMS

BID FORM

Comprehensive Annual Maintenance contract of computing equipment (Computers, Printers, Scanners and Networking along with Resources).

To
The Director
ICAR-Indian Agricultural Statistics Research Institute
Library Avenue, Pusa
New Delhi 110012

Sir,

1. We understand that ICAR-IASRI is desirous of Comprehensive Annual Maintenance contract of Air Conditioner at ICAR-IASRI, New Delhi.
2. Having examined the Bidding Documents for the above named works, we the undersigned, offer to Service/ Supply in full conformity with the Terms and Conditions and technical specifications for or such other sums as may be determined in accordance with the terms and conditions of the contract. The above amounts are in accordance with the Price Schedules attached herewith and are made part of this bid.
3. If our Bid is accepted, we undertake to deliver the entire Service/ Supply as per requirement schedule mentioned in Section IV from the date of award of rate contract/letter of intent.
4. If our Bid is accepted, we will furnish a performance bank guarantee for as mentioned in Tender for due performance of the Contract in accordance with the Terms and Conditions.
5. We agree to abide by this Bid for a period of 90 days from the due date of bid submission and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. We declare that we have studied the provision of Indian Laws for Service/ Supply s and the prices have been quoted accordingly.
7. Unless and until Letter of Intent is issued, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
8. We understand that you are not bound to accept the lowest, or any bid you may receive.
9. There is provision for Resolution of Disputes under this Contract, in accordance with the Laws and Jurisdiction of Contract.

Dated this..... day of 2017
Signature.....In the capacity of
..... duly authorized to sign for and on behalf of (IN
BLOCK CAPITALS)

Undertaking:

It is certified that the information furnished above is correct. We have gone through the terms and conditions stipulated in the Tender Document and confirm to abide by the same. The signatory to this bid is authorized to sign such bids on behalf of the organization.

Place : _____
Date : _____
Signature : _____
Name of the authorized Signatory : _____
Designation : _____

Company Seal

ENCLOSURES:

1. Price Schedules **(Yes/No):**
2. EMD or Bid-Security **(Yes/No):**
3. Signature Authorization **(Yes/No):**
4. Attachment 1. Bidder's Eligibility**(Yes/No):**
5. Attachment 3. Eligibility of Goods and Services **(Yes/No):**

Bid Table of Contents and Checklist

Note: Bidders should expand and (if appropriate) modify and complete the following table. The purpose of the table is to provide the Bidder with a summary checklist of items in order for the bid to be considered for Contract award.

| S. No. | ITEM | Present (Y/N) | Page No |
|--------|---|---------------|---------|
| 1. | Bid Submission FORM | | |
| 2. | Eligibility for Participation FORM | | |
| 3. | Price Schedules | | |
| 4. | EMD / Bid-Security (if and as required) | | |
| 5. | Signature Authorization | | |
| 6. | Statutory Compliances as per clause 34 of Terms & conditions of Section -III: | | |
| 7. | Escalation Matrix | | |
| 8. | Any other Attachment | | |

Eligibility for Participation Form

The prospective bidder must qualify all of the following requirements to be eligible to participate in the bidding.

| S. No | Clause | Minimum Documents required to be submitted as proof | Bid Page No |
|-------|---|---|-------------|
| 1. | Status of the firm (Proprietary/Limited firm) | Submit Relevant document /registration | |
| 2. | The bidder should have a valid Registration GST, PAN and should be registered with the appropriate authorities for all applicable statutory taxes / duties. | Attached relevant document like PAN, GST etc. | |
| 3. | The bidder should be registered with ESIC and EPFO. | Attach the relevant proof of document. | |
| 4. | The bidder must have successfully undertaken at least one Contracts/PO having minimum value of Rs. Three (3) lakh for AMC of ACs. | Copy of work order or Certificate of client. | |
| 5 | The bidder should have their own service center in NCR and they should have complete tools for support /repair of computers and peripherals | Attach supporting document. (Physical inspection may be done by officials). | |
| 6. | The bidder must have on its roll at least 10 technical resources with prior experience in providing services in maintenance of AC. | Certificate from bidder's HR / Owner of the firm. | |
| 7. | The bidder should furnish, as part of its bid, a bid security (EMD) as specified in the Bid document. | Proof of Bid Security should be attached with the bid document. | |
| 8. | The Bidder shall not be under a Declaration of Ineligibility for corrupt or fraudulent practices or blacklisted with Government / PSUs as per provisions of the bid document. | Declaration in this regard by the authorized signatory of the bidder | |

Compliance Statement

Tender No. 12(2)/2017-18-EMU

I/We hereby submit the compliance statement to undertake the Comprehensive Annual Maintenance Service contract of Air Conditioners

| S.No. | Name of Items | Compliance Statement (Yes/No) | Remarks |
|--------------|---|--------------------------------------|----------------|
| 1. | Full Comprehensive Annual Maintenance Service contract of Air Conditioners (Window, Split, Cassette, Ducting, Multi Spit /DVM) and their stabilizers & AC timer installed in the various buildings room/Labs. Guest House of this Institute, consisting the work including replacement of Compressor and replacement of all parts as and when required viz. relay circuit, running capacitor, starting capacitor, all kind of Motor, Fans, Wiring, gas filling, thermostat, nob set, capacitor, fan motor fan blade/blower, all Controller, Remote, switches, plugs, welding, repair/replacement of condenser and cooling coils if any, any other items necessary of efficient running of the Air- conditioners etc. including Body of the A.C's, All ducting parts, Multi-spit /DVM parts etc. No parts, labour, service etc. will be provided by IASRI. | | |
| 2. | Air conditioners (Window Type) 1.5 Ton Capacity: | | |
| 3. | Air conditioners (Window Type) 2.0 Ton Capacity: | | |
| 4. | Air conditioners (Spilt Type) 1.5 Ton Capacity: | | |
| 5. | Air conditioners (Spilt Type) 2.0 Ton Capacity: | | |
| 6. | Air conditioners (Cassette Type) 2.0 Ton Capacity: | | |
| 7. | Air conditioners (Ducting type) 8.75 Ton Capacity with multiple cassette/Wall mount/Split output unit and all accessories of the AC solution. | | |
| 8. | Air conditioners (Ducting type) 5.00 Ton Capacity with multiple cassette/Wall mount/Split output unit and all accessories of the AC solution. | | |
| 9. | Air conditioners (Ducting type) 3.00 Ton Capacity with multiple cassette/Wall mount/Split output unit and all accessories of the AC solution. | | |

| | | | |
|-----|---|--|--|
| 10. | Air conditioners (Ducting type) 2.00 Ton Capacity with multiple cassette/Wall mount/Split output unit and all accessories of the AC solution. | | |
| 11. | Air conditioners (Ducting type) 1.5 Ton Capacity with multiple cassette/Wall mount/Split output unit and all accessories of the AC solution. | | |
| 12. | Air conditioners (Multi Spit /Digital Variable Multi) 18 Ton Capacity with multiple cassette/Wall mount/Split output unit and all accessories of the AC solution. | | |
| 13. | Installation/Shifting including all the fixing materials, labour etc. | | |
| | i. Installation/Shifting Charges of Window AC | | |
| | ii. Installation/Shifting Charges of Split AC | | |
| | iii. Gas Refilling Charges | | |
| | iv. Refrigeration Pipe | | |
| | v. Stand for outdoor Unit | | |
| | vi. 3 Core Wire | | |
| | vii. Drain Pipe | | |

I/We hereby undertake that we shall make good any loss/damage caused to A.C. Unit or any other property of the Government through our negligence. I/We also undertake that the decision of the Director, IASRI in this regard as well as the matter of dispute due to provision of this contract shall be final and binding on us. I/We undertake not to make any representative against the decision of the Director, IASRI.

Date:

Authorized Signatory of Bidder: _____

Full Name: _____

Mobile: _____

Email: _____

Address: _____

Company Seal

Escalation Matrix

| Level | Contact Details |
|---------|--|
| Level 1 | Name: Designation: Email: Mobile: |
| Level 2 | Name: Designation: Email: Mobile: |
| Level 3 | Name: Designation: Email: Mobile: |
| Website | |

Undertaking

(As per Statutory Compliances of Clause 37 of Terms & Conditions of Section-III)

Certified copy of registration certificate of ESIC and EPFO showing the code allotted from these organizations.

(As per Statutory Compliances of Clause 37 of Terms & Conditions of Section-III)

| S. No. | Certificate details | Attached (Yes/No) | Applicable (Yes/No/Remark) | Page No |
|---------------|----------------------------|------------------------------|---------------------------------------|----------------|
| | ESIC | | | |
| | EPFO | | | |
| | | | | |

DECLARATION BY THE BIDDER

I confirm that;

- 1) No employee or direct relation of any employee of ICAR-IASRI is any way related as Partner /Shareholder/Director/Advisor/Consultant/Employee etc. of the Company/Organisation.

- 2) The information furnished is correct to the best of my knowledge and belief.

.....

(Signature of Proprietor/Partner/Chief Executive)

Name

(In Capital Letter)

Place: (Seal of the signatory)

Date:

SECTION -VII

ANNEXURES

ANNEXURE - I

Detail of the Air Conditions/ assets at ICAR-IASRI, but not limited

Location: ICAR-IASRI, Library Avenue, Pusa, New Delhi.

| Computer Building | | | | | | | | |
|---|---|-------|--|---|--------------------|---|---|------------|
| Sl.No. | Room No. | Qty. | AC(Window) | AC(Split) | Capacity | Cassette | Ducting/ Multi-split /DVM | Stabilizer |
| 1. | AKMU LAB (G. Floor) | 06 | Voltas =02 | Voltas=01 L.G. =03 | | | | |
| 2. | Server Room | 06 | Voltas=02 | L.G.=03 Carrier=01 | | | | 03 |
| 3. | Room No 7, MIS/FMS, Lab (Room# 4 & 4B) | 01 | ---- | 2 ton= 5 1 ton = 3 | 18 ton | ---- | Samsung DVM | ---- |
| 4. | Dr. DS Auditorium , HD CA, PAto HD CA | 01 | --- | 1 ton =1 | 18 ton | 3 ton =7 | Samsung DVM | --- |
| 5. | CABin Division | 27 | | Panasonic= 06 (1.5 Ton) | ---- | Cassette=14 3 Panasonic (2.0 Ton) 11 Voltas (2.0 Ton) | 10(Hitachi) 1.0 Ton=2 5.0 Ton=6 8.75 Ton=2 | |
| 6. | Networking Room (CABin) | 02 | | VeStar | 2.0 ton | | | |
| 7. | Library | 11 | Voltas =03 Electrolux=01 (1.5 Ton) | L.G.=04 Videocon= 01 Carrier=02 (1.5 Ton) | | | | 04 |
| 8. | 2nd Floor CA Division | 01 | --- | 1 ton = 2 2 ton = 7 | (18 Ton) | 3 ton =3 | Samsung DVM | |
| 9. | NOC Room 3 | 01 | Carrier | 2 ton =1 | 2 ton | -- | -- | -- |
| Admin cum Training Block (New building) | | | | | | | | |
| Sl.No. | Room No. | Qty. | AC(Window) | AC(Split) | Capacity | Cassette | Ducting | Stabilizer |
| 1. | Tele. Exchange | 02 | Voltas | | 1.5 Ton | | | |
| 2. | 101 | 02 | | Carrier | 2.0 Ton | | | 02 |
| 3. | 102 | 02 | | Carrier Hitachi | 2.0 Ton 1.5 Ton | | | 02 |
| 4. | 103 | 01 | Voltas | | 1.5 Ton | | | |
| 5. | 105 | 01 | Voltas | | 1.5 Ton | | | |
| 6. | 106 | 3+1=4 | Voltas =01 | L.G.=3 | 1.5 Ton | | | 04 |
| 7. | 107 | 01 | | Videocon | 2.0 Ton | | | 01 |
| 8. | 108 | 01 | Electrolux | | 1.5 Ton | | | 01 |
| 9. | 109 | 01 | | Carrier | 1.5 Ton | | | |
| 10. | 110 | 1+1=2 | General=01 | | 2.0 Ton | Blue Star | | 02 |
| 11. | 111A | 01 | | Carrier | 2.0 Ton | | | |
| 12. | 111B | 01 | Voltas | | 1.5 Ton | | | |
| 13. | 112 | 02 | Voltas | Hitachi | 1.5 Ton | | | 01 |
| 14. | 113 | 01 | L.G. | | 1.5 Ton | | | 01 |

| | | | | | | | | |
|------------------------------------|------------------------|-------------|-------------------|------------------------|------------------------------|-----------------|----------------|-------------------|
| 15. | 114 | 02 | | Carrier Hitachi | 2.0 Ton 1.5 Ton | | | |
| 16. | P.A to Sr. A.O. | 01 | | L.G | 1.5 Ton | | | |
| 17. | 115 | 01 | Cosmo | | 1.5 Ton | | | |
| 18. | 116 | 01 | | Carrier | 2.0 Ton | | | |
| 19. | 203 | 01 | | Carrier | 1.5 Ton | | | |
| 20. | 204 | 01 | | Carrier | 1.5 Ton | | | |
| 21. | 205 | 01 | | Hitachi | 1.5 Ton | | | |
| 22. | 206 | 04 | Voltas=01 | Voltas=03 | 1.5 Ton | | | 04 |
| 23. | 208/209 | 04 | Voltas =01 | Hitachi=03 | 1.5 Ton | | | 02 |
| 24. | 210 | 01 | Voltas | | 1.5 Ton | | | |
| 25. | 212 | 01 | Voltas | | 1.5 Ton | | | |
| 26. | 214A | 01 | Voltas | | 1.5 Ton | | | |
| 27. | 214B | 01 | Voltas | | 1.5 Ton | | | 01 |
| 28. | 215 | 02 | Voltas | | 1.5 Ton | | | |
| 29. | 301 | 04 | Voltas=01 | Panasonic=3 | 1.5 Ton | | | |
| 30. | 301 | 01 | Cosmo | | 1.5 Ton | | | |
| 31. | 303 | 01 | Voltas | | 1.5 Ton | | | |
| 32. | 304 | 01 | | Carrier | 1.5 Ton | | | |
| 33. | 306 | 02 | Voltas | | 1.5 Ton | | | 02 |
| 34. | 307 | 01 | Voltas | | 1.5 Ton | | | |
| 35. | 316 | 01 | Voltas | | 1.5 Ton | | | |
| 36. | 401A | 02 | Voltas=01 | Voltas=01 | 1.5 Ton | | | |
| 37. | 408 | 01 | Voltas | | 1.5 Ton | | | |
| 38. | 409 | 01 | Voltas | | 1.5 Ton | | | |
| 39. | 413 | 01 | | Voltas | 1.5 Ton | | | 01 |
| 40. | 414 | 01 | | Hitachi | 1.5 Ton | | | 01 |
| 41. | Committee Room | 01 | Whirlpool | | 1.5 Ton | | | |
| 42. | 415 | 01 | | Hitachi | 1.5 Ton | | | 01 |
| 43. | 415A | 01 | | Hitachi | 1.5 Ton | | | 01 |
| 44. | 416 | 03 | | Carrier =02 L.G.=01 | 1.5 Ton 2.0 Ton | | | 01 |
| 45. | 417 | 01 | Voltas | | 1.5 Ton | | | 01 |
| 46. | 418 | 02 | OGeneral=01 | Voltas =01 | 1.5 Ton 2.0 Ton | | | 02 |
| 47. | 411 | 01 | | Electrolux | 1.5 Ton | | | |
| 48. | 404 | 01 | | Carrier | 1.5 Ton | | | |
| 49. | IBM Room | 03 | | Voltas | 1.5 Ton | | | 03 |
| 50. | 501 | 02 | | Carrier L.G. | 1.5 Ton=1 2.0 Ton=1 | | | 02 |
| 51. | 502 | 01 | Voltas | | 1.5 Ton | | | |
| 52. | 505 | 01 | Voltas | | 1.5 Ton | | | |
| 53. | 506 | 03 | Voltas=01 | Carrier=01 L.G.=01 | 1.5 Ton=1 2.0 Ton=1 | | | |
| 54. | 507 | 01 | Amtrex | | 1.5 Ton | | | |
| 55. | 508 | 01 | | L.G. | 1.5 Ton | | | 01 |
| 56. | 509 | 01 | Voltas | | 1.5 Ton | | | |
| OLD BUILDING NCAP/SSM BLOCK | | | | | | | | |
| Sl.No. | Room No. | Qty. | AC(Window) | AC(Split) | Capacity | Cassette | Ducting | Stabilizer |
| 1. | O Bldg. Auditorium | 04 | | L.G.=01 Voltas =03 | 1.5 Ton | | | |
| 2. | Ncap Block R. No. 6 | 02 | Voltas | | 1.5 Ton | | | |
| 3. | Ncap Block R. No. 7 | 01 | Voltas | | 1.5 Ton | | | 01 |

| | | | | | | | | |
|-----|----------------|----|----------------|--------|---------|--------|--|-------|
| 4. | Comm. Room | 02 | | Voltas | 1.5 Ton | | | 02 |
| 5. | GIS Lab | 03 | Amtrex =2 | L.G.=1 | 1.5 Ton | | | |
| 6. | 01 | 1 | | | 1.5 Ton | | | |
| 7. | 02 | 01 | | | 2.0 Ton | Voltas | | |
| 8. | 03 | 01 | | Voltas | 2.0 Ton | | | |
| 9. | 04 | 01 | | Voltas | 1.5 Ton | | | |
| 10. | 05 | 01 | | Voltas | 1.5 Ton | | | 01 |
| 11. | 06 | 01 | | Voltas | 1.5 Ton | | | |
| 12. | 9A | 02 | Voltas Hitachi | | 1.5 Ton | | | |
| 13. | 9B | 01 | L.G. | | 1.5 Ton | | | 01 |
| 14. | 12(Ncap Block) | 01 | L.G. | | 1.5 Ton | | | |
| 15. | 13 | 01 | Carrier | | 1.5 Ton | | | |
| 16. | 14 | 01 | Carrier | | 1.5 Ton | | | |
| 17. | 15 | 01 | Voltas | | 1.5 Ton | | | 01 |
| 18. | 16 | 01 | Carrier | | 1.5 Ton | | | 01 |
| 19. | 17 | 01 | Voltas | | 1.5 Ton | | | |
| 20. | 18 | 02 | Cosmo | | 1.5 Ton | | | |
| 21. | 32 | 01 | Spencer | | 1.5 Ton | | | |
| 22. | 32A | 01 | Voltas | | 1.5 Ton | | | |
| 23. | 32B | 01 | Carrier | | 1.5 Ton | | | |
| 24. | Sr. F&AO | 01 | Voltas | | 1.5 Ton | | | 01 |
| 25. | 40 | 01 | Voltas | | 1.5 Ton | | | 01 |
| 26. | 42 | 01 | Carrier | | 1.5 Ton | | | 01 |
| 27. | 12 | 01 | L.G. | | 1.5 Ton | | | |
| 28. | 33(Cash) | 02 | Carrier | | 1.5 Ton | | | |

Panes Guest house

| Sl.No. | Room No. | Qty. | AC(Window) | AC(Split) | Capacity | Cassette | Ducting | Stabilizer |
|--------|------------------|------|------------|-----------|----------|----------|---------|------------|
| 1. | Reception Office | 01 | | Voltas | 1.5 Ton | | | 01 |
| 2. | 01 | 01 | | Voltas | 1.5 Ton | | | 01 |
| 3. | 02 | 01 | Voltas | | 1.5 Ton | | | |
| 4. | 03 | 01 | Voltas | | 1.5 Ton | | | |
| 5. | 04 | 01 | Voltas | | 1.5 Ton | | | |
| 6. | 05 | 01 | Voltas | | 1.5 Ton | | | |
| 7. | 06 | 01 | Voltas | | 1.5 Ton | | | |
| 8. | 17 | 01 | Voltas | | 1.5 Ton | | | |
| 9. | 18 | 01 | Voltas | | 1.5 Ton | | | |
| 10. | 27 | 01 | Videocon | | 1.5 Ton | | | |
| 11. | Common Room | 03 | Voltas=1 | L.G.=2 | 1.5 Ton | | | |

International Training Hostel (ITH)

| Sl.No. | Room No. | Qty. | AC(Window) | AC(Split) | Capacity | Cassette | Ducting | Stabilizer |
|--------|-------------|------|------------|-----------|----------|----------|---------|------------|
| 1. | Office | 01 | Speed | | 1.5 Ton | | | |
| 2. | 101 | 01 | Videocon | | 2.0 Ton | | | |
| 3. | 102 | 01 | | Hitachi | 1.5 Ton | | | |
| 4. | 103 | 01 | Videocon | | 2.0 Ton | | | |
| 5. | 104 | 01 | Videocon | | 2.0 Ton | | | |
| 6. | 105 | 01 | Videocon | | 2.0 Ton | | | |
| 7. | 201 | 01 | Videocon | | 2.0 Ton | | | |
| 8. | 202 | 01 | Videocon | | 2.0 Ton | | | |
| 9. | 203 | 01 | Videocon | | 2.0 Ton | | | |
| 10. | 204 | 01 | Videocon | | 2.0 Ton | | | |
| 11. | 205 | 01 | Videocon | | 2.0 Ton | | | |
| 12. | 206 | 01 | Videocon | | 2.0 Ton | | | |
| 13. | 207 | 01 | Videocon | | 2.0 Ton | | | |
| 14. | 208 | 01 | Videocon | | 2.0 Ton | | | |
| 15. | Dining hall | 03 | | L.G. | 2.0 Ton | | | |

| Sukhatme Guest House | | | | | | | | |
|--|--|------|------------|------------|----------|----------|---------|------------|
| Sl.No. | Room No. | Qty. | AC(Window) | AC(Split) | Capacity | Cassette | Ducting | Stabilizer |
| 1. | COMMON Room/ TV Room | 04 | Voltas =02 | Hitachi=02 | 1.05 Ton | | | |
| Summary of Total AC, Stabilizer, AC timer etc. at IASRI | | | | | | | | |
| S. No | Items | | | | | | | Quantity |
| 1. | WINDOW AC (1.5 TON) | | | | | | | 86 Nos. |
| 2. | WINDOW AC (2.0 TON) | | | | | | | 13 Nos. |
| 3. | SPLIT AC(1.5 TON) | | | | | | | 75 Nos. |
| 4. | SPLIT AC(2.0 TON) | | | | | | | 16 Nos. |
| 5. | Cassette Type AC (2.0 Ton) | | | | | | | 16 Nos. |
| 6. | Ducting Type AC = 3.0 Ton= 02 Nos. = 5.5 Ton= 06 Nos. = 8.75 Ton= 02 Nos. | | | | | | | 10 Nos. |
| 7. | VRV (DVM Multi indoor Unit) Type AC (18 Ton) | | | | | | | 03 Nos. |
| 8. | Stabilizer with different capacity attached with respective AC | | | | | | | 57 Nos. |
| 9. | AC Timer | | | | | | | 03 Nos |