



भाकृअनुप – भारतीय कदन्न अनुसंधान संस्थान  
ICAR – INDIAN INSTITUTE OF MILLETS RESEARCH

(ज्वार अनुसंधान निदेशालय-DIRECTORATE OF SORGHUM RESEARCH)

राजेन्द्रनगर, हैदराबाद/Rajendranagar, Hyderabad-500030

Phone: 24599300(gen), 24599306(AO);Faxno.24599304.www.millets.res.in



F.No.3-57/2016-17/ST

**ENQUIRY**

Date: 20-09-2016

To \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

**Sub:-Quotation for Annual Maintenance Contract for Cold Storage GENE BANK**

We are interested for **Annual Maintenance Contract for cold storage GENE BANK**. Detailed specifications, quantity required etc. are as below. Please forward your quotation in **two-way bid system** in a sealed cover with superscription of enquiry number and date addressed to the Director, IIMR, Rajendranagar, Hyderabad-500030.

1. **Blue Star AC: 2 Nos. of RUAH 1015KP and 2 Nos. of RUAH 2015KP.**
2. **FOR BRY AIR MAKE DEHUMIDIFIERS MODEL FFB-300-2 No's & FFB – 600 -2No's.**

The enquiry form and other details are available on IIMR Website [www.millets.res.in](http://www.millets.res.in), which can be downloaded and cost of enquiry document Rs.200/-and EMD of **Rs.10,000/-**(Rupees Ten thousand only) is to be submitted along with the enquiry by means of separate Demand draft, in favour of ICAR-Unit-IIMR, Hyderabad. Enquires submitted without enquiry fee and EMD shall be rejected.

**Date and time for submission of quotation – on or before 15.10.2016 upto 02.00 pm**

**Date and time for opening of technical bid 15.10.2016 at 02.30 pm**

In the event of date specified proposal submission for Enquiry Receipt declared as closed holiday for Office, the due date for the submission of the Enquiry will be the following working day.

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**AMC for a period of one year, with the following details**

Checking function of following components (**Repairs & Maintenance**)

1. Refrigeration: System Compressors, high pressure, low pressure, oil failure switch, filter dryer, contactors, auto/manual function of stabilizer, suction and discharge pressure of refrigerant. Thermo-static Expansion Values (TXV), temperature controls and humidity recorder etc.
2. Dehumidifier: thermostats, cleaning of filters, dryer motors, desiccant bed, and reactivation motors, process motors, cleaning of relay contact etc.
3. AMC for one year duration which will include once in 15 days visit, and to attend breakdown calls within 24 hours specially during office hours and also one time calibration of Temperature and Relative Humidity and maintenance of temp at  $4^{\circ}\text{C}\pm 2^{\circ}$  and 30 to  $35\pm 2\%$  RH.
4. A separate visit register will be maintained at Genebank with the details of complaints. Breakdown calls should be attended within 24 hours, and one time calibration of temperature & RH. A suitable penalty will be imposed if the firm does not attend such calls within 24 hours.
5. The firm should give the list of minor spare parts which comes as free of cost under the AMC. They should also give the list of major parts which does not come under such cost. A separate list may be attached for this purpose

**PROPOSAL SUBMISSION:**

Interested bidders should submit both technical and financial proposals in two parts namely.

- a **Technical Proposal -- Part "A"**
- b **Financial Proposal -- Part "B"**

The technical and financial proposal must be submitted in two separate sealed envelopes indicating clearly on envelopes as "**TECHNICAL PROPOSAL**" and "**FINANCIAL PROPOSAL**". Financial proposal to indicate a warning "**DO NOT OPEN WITH THE TECHNICAL PROPOSAL**". The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall bear the title of the assignment "**Annual Maintenance Contract for cold storage GENE BANK**".

Technical Proposal should be prepared considering the detailed specifications of the work as mentioned below. On the basis of detailed specification a check list is attached as **Annexure-I&III** which is must be submitted only along with the technical proposal, duly signed and sealed. The technically qualified bidders will be informed the date & time of opening of Financial Bid.

**FINANCIAL PROPOSAL CONTENT**

1. Financial proposal (In Indian Rupees) should be in the form of a lump sum amount inclusive of all taxes etc., for the **said "Annual Maintenance Contract for cold storage GENE BANK"** as per attached format as Annexure – II.

Yours faithfully,

**Administrative Officer**

**Technical Bid for Annual Maintenance Contract for Cold Storage Gene bank**

Sl.No	Particulars	Yes/No
	<p><b>Blue Star AC : 2 Nos. of RUAH 1015KP 2 Nos. of RUAH 2015KP FOR</b></p> <p><b>BRY AIR MAKE DEHUMIDIFIERS MODEL</b></p> <p><b>FFB-300-2 No's &amp; FFB – 600 -2No's. AMC for a period of one year, with the following:-</b></p> <p><b>Checking function of following components (Repairs &amp; Maintenance, and replacement of minor spare parts free of cost)</b></p> <ol style="list-style-type: none"> <li>1. Refrigeration: System Compressors, high pressure, low pressure, oil failure switch, filter dryer, contactors, auto/manual function of stabilizer, suction and discharge pressure of refrigerant. Thermo-static Expansion Values (TXV), temperature controls and humidity recorder etc.</li> <li>2. Dehumidifier: thermostats, cleaning of filters, dryer motors, desiccant bed, and reactivation motors, process motors, cleaning of relay contact etc.</li> <li>3. AMC for one year duration, which will include once in 15 days visit, and to attend breakdown calls within 24 hours, specifically during office hours and also one time calibration of Temperature and Relative Humidity and maintenance of temp at 4°C±2° and 30 to 35±2% RH</li> <li>4. A separate visit register will be maintained at Genebank with the details of complaints. Breakdown calls should be attended within 24 hours, and one time calibration of temperature &amp; RH. Suitable penalty will be imposed if the firm does not attend such calls within 24hours.</li> <li>5. The firm should give the list of minor spare parts which comes as free of cost under the AMC. They should also give the list of major parts which does not come under such cost. A separate list may be attached for this purpose</li> </ol>	
	<p><u>Details of previous work orders, if any.</u></p> <ol style="list-style-type: none"> <li>(1)             <ol style="list-style-type: none"> <li>(a) Work Order and Date :</li> <li>(b) Date of issue of AMC Work Order :</li> <li>(c) Actual time given for completion of work :</li> <li>(d) Date of Delivery :</li> </ol> </li> <li>(2)             <ol style="list-style-type: none"> <li>(a) Work Order and Date :</li> <li>(b) Date of issue of AMC Work Order :</li> <li>(c) Actual time given for completion of work :</li> <li>(d) Date of Delivery :</li> </ol> </li> </ol> <p>Submission of false / wrong information will liable to be rejected the tender</p>	

Date : \_\_\_\_\_

Place: \_\_\_\_\_

**Signature of authorized representative of firm with Name & Seal**

**Financial Bid for Annual Maintenance Contract for Cold Storage Genebank**

SI.No	Particulars	Price quoted (in figures for full quantity)	Price quoted (in word for full quantity)
	<p><b>Blue Star AC : 2 Nos. of RUAH 1015KP 2 Nos. of RUAH 2015KP FOR</b></p> <p><b>BRY AIR MAKE DEHUMIDIFIERS MODEL</b></p> <p><b>FFB-300-2 No's &amp; FFB – 600 -2No's. AMC for a period of one year, with the following:-</b></p> <p><b>Checking function of following components (Repairs &amp; Maintenance, and replacement of minor spare parts free of cost)</b></p> <ol style="list-style-type: none"> <li>1. Refrigeration: System Compressors, high pressure, low pressure, oil failure switch, filter dryer, contactors, auto/manual function of stabilizer, auction and discharge pressure of refrigerant. Thermo-static Expansion Values (TXV), temperature controls and humidity recorder etc.</li> <li>2. Dehumidifier: thermostats, cleaning of filters, dryer motors, desiccant bed, and reactivation motors, process motors, cleaning of relay contact etc.</li> <li>3. AMC for one year duration, which will include once in 15 days visit, and to attend breakdown calls within 24 hours, specifically during office hours and also one time calibration of Temperature and Relative Humidity and maintenance of temp at 4°C±2° and 30 to 35±2% RH</li> <li>4. A separate visit register will be maintained at Genebank with the details of complaints. Breakdown calls should be attended within 24 hours, and one time calibration of temperature &amp; RH. A suitable penalty will be imposed if the firm does not attend such calls within 24hours.</li> <li>5. The firm should give the list of minor spare parts which comes as free of cost under the AMC. They should also give the list of major parts which does not come under such cost. A separate list may be attached for this purpose</li> </ol>		
	<b>Grand Total of the Rates Quoted</b>		

Note 1: The Grand Total of rates of each unit of all types of items must be mentioned both in Figures and words otherwise the bid will be treated as rejected.

Note 2: The work will be awarded to the firm which total of rate for each unit of all type of items as mentioned above is lowest.

Date : \_\_\_\_\_

Place: \_\_\_\_\_

**Signature of authorized representative of firm with Name & Seal**

IMPORTANT INSTRUCTIONS

1. No advance payment will be made.
2. The price quoted should be F.O.R, RAJENDRANAGAR, HYD-30, preferably door delivery to IIMR premises.
3. Your rate(s) should include material charges, service charges, labour charges and all other charges. The sales tax etc., should be clearly indicated separately wherever chargeable.
4. Payments will be made on quarterly bases by RTGS/electronically within 30 days, only on receipt of the bills and satisfactory report from the concerned scientist. RTGS details may also be submitted with the tender.
5. The acceptance of the quotation will rest solely with the Director, IIMR and reserves the right to reject or partially accept any or all the quotations received without assigning any reasons thereof.
6. Time is the essence of the services as our requirements are connected with time targeted research programs. The date of completion of tasks should be strictly adhered to. Otherwise liquidated damages will be levied @ 2% per week subjected to maximum of 10% of the order value as per ICAR/Govt. of India orders from time to time, if the service schedule is not adhered to.
7. YOUR QUOTATION SHOULD BE VALID ATLEAST FOR 90days FROM THE DATE OF SUBMISSION.
8. This office will not be held responsible for any postal delay.
9. Any disputes arising out of this order will be subject to the Jurisdiction of Ranga Reddy District.
10. The EMD submitted with this tender will be kept as security deposit in case of finalization of tender in your favour and will only be returned after satisfactory completion of the contract. In case failure to comply the contract the EMD/ Security deposit will be forfeited. No interest will be given by this office on EMD/ Security deposit.
11. The Director, IIMR reserves the right to terminate the AMC due to unsatisfactorily repair / work from the Genebank curator Scientist.

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**Check list**

**Annexure-III**

Minimum requirements to be checked at the time of opening technical proposal by the committee.

Sl. No	Specifications	Yes/No	Page No
1	Enquiry/Tender fees DDNO. Dt:		
2	EMD DD.No. Dt: (If availing NSIC exemption, Pl. provide Certificate)		
3	Validity of the quotation :90 Days		
4	Service delivery: Immediate and within 24 Hours		
5	Original Tender form must be submitted duly signed and Stamped on each page		
6	One supplier one Quotation only		
7	Tax Identification Number copy of the firm (attach Self attested copy)		
8	Copy of the PAN (attach Self attested copy)		
9	Price Quote must be in the format enclosed Annexure-II		
10	Turn over should equal to or more than ₹ 6,00,000 /- in any of the three years out of last five years-Copy must be enclosed. (copy of Annual Accounts/Balance sheet Certified by CA or self attested must be enclosed as proof) 2014-2015: Rs..... 2013-2014: Rs..... 2012-2013: Rs..... 2011-2012: Rs..... 2010-2011: Rs.....		
11	Any refusal or Non- supply of previous order. In case of refusal or non-supply of previous orders (Beyond the given time) the bid of such firms will not be considered.		
12.	Satisfactory work report from the previous companies in the past three years, if any (optional).		

I have gone through the conditions and certified that all the information provided are true. In case of any false information given by me, my tender may be rejected for which the purchaser will not be held responsible.

**Place:**  
**Date:**

**Signature of the bidder**  
**Name:-** \_\_\_\_\_  
**Seal and stamp:-** \_\_\_\_\_