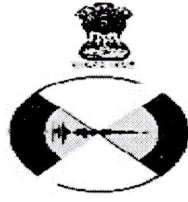


Dated April 5, 2018

सं.  
भारत सरकार  
राष्ट्रीय भूकम्प विज्ञान केन्द्र  
पृथ्वी विज्ञान मंत्रालय  
मौसम भवन परिसर  
लोदी रोड, नई दिल्ली 110 003



No.  
Government of India  
National Center for Seismology  
Ministry of Earth Sciences  
Mausam Bhawan Complex  
Lodi Road, New Delhi-110 003  
दिनांक/Date-----

To

Website of MoES  
<http://W.W.W/moes.nic.in>

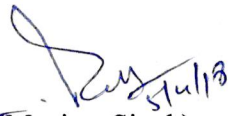
*Maintenance*

Subject :- Annual Maintenance Contract (AMC) of Air Conditioners(ACS).

Sir,

Kindly find enclosed Tender Documents for Annual Maintenance Contract (AMC) of Air Conditioners (ACs) installed at National Center of Seismology, NCMRWF Noida, Seismological Observatory, Kamla Nehru Ridge, Delhi.

We are hereby requested to submit the bid latest by **27.04.2018** till 1500 hrs.IST.

  
(Manjeet Singh)  
Meteorologist-B

For Director, National Centre for Seismology

**Government of India  
Ministry of Earth Sciences  
National Center for Seismology  
Mausam Bhawan Complex  
Lodi Road, New Delhi-110003**

**NOTICE INVITING TENDER (NIT)/ निविदा आमंत्रित करने की सूचना (एन आई टी)  
Tender Enquiry No./ निविदा जाँच सं: No. S-011/1117/01/AMC/AC/NCS Dated :-05.04.2018**

Director, National Center for Seismology (NCS), Ministry of Earth Sciences, Government of India, on behalf of president of India invites online tenders in Single bid systems through cPPP portal from eligible and qualified tenderers for supply of following goods/items/Work and carryout related activities:-

निदेशक, राष्ट्रीय भूकम्प विज्ञान केन्द्र, पृथ्वी विज्ञान मंत्रालय, भारत सरकार, भारत के राष्ट्रपति की ओर से नीचे लिखे सामान/ वस्तुएँ/संबंधित सेवाओं की आपूर्ति, पात्र और अर्हक निविदाकारों से एकल बिड प्रणाली में मोहरबंद टेंडर आमंत्रित करते हैं :-

**1. Details of AMC for Airconditioners:-**

S. No.	Particulars	Annual Maintenance Contract (AMC) of Air Conditioners (ACs)
1.	List As per Annexure-V	Quantity
		Detailed Specifications Attached at Annexure –V (Note: Numbers of ACs to be given may increase or decrease as per requirement)

**2. Tender schedule is as follows/निविदा अनुसूची इस प्रकार है:**

1.	Closing date and time for submission of tender	27/04/2018/ 1500 hrs. IST
	PRE BID Conference (A) Date & Time (B) Venue	N/A
2.	Tender Opening date & time	01/05/2018/ 1530 hrs. IST
3.	Place of Tender opening	Room No.303, Satmet Bldg, Mausam Bhawan Complex, National Center for Seismology (NCS), Lodi Road, New Delhi-110003
4.	MoES website name	<a href="http://www.moes.nic.in">http://www.moes.nic.in</a>

**OPEN TENDER ENQUIRY FOR THE ANNUAL MAINTENANCE CONTRACT (AMC) of AIR CONDITIONERS(ACS).**

Director, National Center for Seismology (NCS), Ministry of Earth Sciences (MoES), Government of India, Mausam Bhawan Complex, Lodi Road, New Delhi-110003 invites online tender in single bid system from eligible and qualified tenderers for **Annual Maintenance Contract (AMC) of Air Conditioners (ACs)** installed at National Center of Seismology, New Delhi, NCMRWF Noida, Seismological Observatory, Kamla Nehru Ridge, Delhi as per the details listed under **Annexure-V**.

**The Annual Maintenance Contract (AMC) will initially be for a period of one year from the date of award of contract subject to periodically review of performance. Annual Maintenance Contract (AMC) will be extended for another one year subject to satisfactory performance of service provider**

**1. List of goods/items (with brief history/specification and quantity) and related activities**

**2.1 Brief history of the installation site:**

National Center for Seismology (NCS), Ministry of Earth Sciences is nodal agency of Government of India dealing with various activities in the field of seismology and allied disciplines. The major activities currently being pursued by the Centre for Seismology include, a) Earthquake monitoring on 24x7 basis, including real time seismic monitoring for early warning of tsunamis, b) Operation and maintenance of national seismological network and local networks c) Seismological data centre and information services, d) Seismic hazard and risk related studies e) Field studies for aftershock / swarm monitoring, site response studies f) Earthquake processes and modelling, etc. This office wishes to get AMC of all ACs installed at National Center of Seismology, Lodi Road, New Delhi, NCMRWF Noida, Seismological Observatory, Kamla Nehru Ridge, Delhi as per details given below.

**2.2 Details of UPS to be repaired:**

S. No.	Particulars	Brief Technical specification of the Air Conditioners (ACs)
1.	List As per Annexure-V	Quantity Detailed Specifications Attached at Annexure -V

The assessing criterion for selection for the qualified bidder will be based on the following:

- (i) The firm should be ready for presentation on short notice after submission of bid.
- (ii) Tender submitted by the firm should be quoted separately for each i.e. the cost of repair charges & cost of components/spare parts/accessories etc. required.
- (iii) Assessment of the work of the bidder in terms of repairing of ACs.
- (iv) Profile, past work experience of repair of ACs.

2.3

1.Tender schedule is as follows:

1.	Closing date and time for submission of tender	27/04/2018 at 1500 hrs. IST
2.	PRE BID Conference (C) Date & Time (D) Venue	N/A
3.	Tender Opening date & time	01/05/2018 at 1530 hrs. IST
4.	Place of Tender opening	Room No.303, Satmet Bldg, Mausam Bhawan Complex, National Center for Seismology (NCS), Lodi Road, New Delhi-110003

2. Earnest Money Deposit (EMD): **Rs.11000/- (Rupees Eleven Thousand only)** in form of Demand Draft, Bank Guarantee (BG) or Fixed Deposit Receipt (FDR).
3. **Tenderers are hereby provided enclosed tender documents for submitting online bids.** The Tender may also be downloaded the same from the website: <http://www.moes.nic.in> or <http://eprocure.gov.in/eprocure/app>.
4. Demand Draft Order may be issued in favour of “**DDO, NCS New Delhi**” and payable at New Delhi.
5. Tender form will be available on <http://eprocure.gov.in/eprocure/app> & official website of Ministry of Earth Sciences, [www.moes.gov.in](http://www.moes.gov.in). The tenders will be accepted through online system only on <http://eprocure.gov.in/eprocure/app>. **Last date for online submission is 27.04.2018 up to 1500 Hrs. The online bids will be opened on 01.05.2018 at 1530 Hrs.** The interested tenderers can participate in e-tendering and such tenderers should have Digital Signature for the purpose of participation in e-tender process. Detail instructions for submission of online Bids are given in **Annexure-I**.
6. In the event of the tender opening date being declared as holiday for the purchase organization, the tender will be opened on the next working day; the venue and time of tender opening remaining the same.

7. Intender/Purchaser: Director,  
National Center for Seismology  
Mausam Bhawan Complex,  
Lodi Road, New Delhi
8. Inspecting Authority: National Center for Seismology,  
Mausam Bhawan Complex, Lodi Road,  
New Delhi-110003

**SECTION – I**  
**GENERAL INSTRUCTIONS TO TENDERERS**

1. **Language of Tender:** The tender submitted by the tenderer and all subsequent correspondence and documents relating to the tender exchanged between the tenderer and the purchaser, shall be written in Hindi/English language.
2. **Tendering Expense :**The tenderer shall bear all the costs and expenditure incurred and/or to be incurred by it in preparation, mailing and submission of its tender including attending the pre-bid conference and or arranging demonstration of Product/Services or Field trials that may be deemed necessary by the Purchaser.
3. **Amendments to TE documents:** At any time prior to the deadline for submission of tenders, the purchaser may, for any reason deemed fit by it, modify the TE documents by issuing suitable amendment(s) to it. The amendment will be notified on **MoES web site <http://www.moes.nic.in> and <http://eprocure.gov.in/eprocure/app>**. In order to provide reasonable time to the prospective tenderers to take necessary action in preparing their tenders as per the amendment, the purchaser may, at its discretion extend the deadline for the submission of tenders and other allied time frames, which are linked with that deadline.
4. **Documents Comprising the Tender:** All the required documents (Demand draft for tender fee, EMD, shall be kept in a single sealed envelope. All pages of the bid should be page numbered, indexed and signed by authorized signatory. The tenderer shall indicate on the Price Schedule specifying all components of prices shown therein including the unit prices and total tender prices of the goods, services, packing, inland transportation/freight/insurance to the sites, GST etc. against the requirement.

**In case any charges not mentioned in the price bid, it will be treated as all the charges are free of cost for that item.** The vendor supplying **indigenous goods/Spare parts for repair** or already imported goods shall quote only in Indian Rupees. Unless otherwise specified, prices quoted by the vendor shall remain firm and fixed during the currency of the contract and not subject to variation on any account except statutory levies, taxes and duties etc., if any, chargeable on the goods are payable. If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.

**Bidders shall have to agree/accept all the terms and conditions of tenders including payment etc. Acceptance shall be unconditional and bidders shall have no claim and right in future on their terms if any.**

**SUBMISSION OF BIDS**

1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender documents.

- 4 Bidder should prepare the EMD as per the instructions specified in the tender documents. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in their tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. **The price must be quoted in the format given at Annexure-VI separately for each component as per requirement.**
5. The server time (which is displayed on the bidder's dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
6. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
9. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.
5. **Alteration and Withdrawal of Tender:** The tenderer, after submitting its tender, is permitted to alter / modify its tender so long as such alterations / modifications are received duly signed, sealed and marked like the original tender, within the deadline for submission of tenders. No tender should be withdrawn after the deadline for submission of tender and before expiry of the tender validity period. If a tenderer withdraws the tender during this period, it will result in forfeiture of the earnest money furnished by the tenderer in its tender.
6. **Opening of Tenders:** The purchaser will open the tenders at the specified date and time and at the specified place as indicated in the LTE. In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for the purchaser, the tenders will be opened at the appointed time and place on the next working day. Authorized representatives of the tenderers, who have submitted tenders on time may attend the tender opening, provided they bring with them letters of authority from the corresponding tenderers.

6. **Opening of Tenders:** The purchaser will open the tenders at the specified date and time and at the specified place as indicated in the LTE. In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for the purchaser, the tenders will be opened at the appointed time and place on the next working day. Authorized representatives of the tenderers, who have submitted tenders on time may attend the tender opening, provided they bring with them letters of authority from the corresponding tenderers.

## 7. SCRUTINY AND EVALUATION OF TENDERS

(1). **Unresponsive bids:** The tenders will be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the TE document. The tenders received, are liable to be treated as non – responsive and will be summarily ignored, if following documents not attached along with technical bids.

- (i) Tender form (**Annexure-II**) not duly signed and stamped. (i.e. all the terms & conditions of tender document are acceptable.)
- (ii) Tender is unsigned.
- (iii) Tender validity is shorter than the required period.
- (iv) Required EMD (Amount, validity etc.)/ Exemption documents have not been provided.
- (v) Tenderer has not agreed to give performance security.

## SECTION – II GENERAL CONDITIONS OF CONTRACT

1. **Tender Validity:** The tenders shall remain valid for acceptance for a period of **180 days (one hundred eighty days)** after the date of tender opening prescribed in the LTE document.
2. **Alternative Tenders:** Alternative Tenders are not permitted. However the Tenderers can quote alternate models meeting the tender specifications of same manufacturer with single EMD.
3. **Purchaser's Right to accept any tender and to reject any or all tenders:** The purchaser reserves the right to accept in part or in full any tender or reject any tender without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected tenderer or tenderers.
4. **Earnest Money Deposit (EMD):** The tenderer shall furnish along with its tender, earnest money for an amount as shown in the tender notice. The earnest money is required to protect the purchaser against the risk of the tenderer's unwarranted conduct. The tenderers who are registered on Tender submission date with Directorate General of Supplies & Disposals or with **National Small Industries Corporation, New Delhi for the specific goods (to be procured) as per tender enquiry specification shall be eligible for exemption from EMD.**
5. **The EMD shall** be furnished in the form of demand draft, Fixed Deposit Receipt (FDR) or Bank Guarantee (BG) (**Annexure-III**) from any commercial bank." The earnest money shall be valid for period of **sixty (60) days beyond the validity period of the tender.**

6. **Refund of EMD:** Unsuccessful tenderers' earnest money will be returned to them **without any interest**, after expiry of the tender validity period. Successful tenderer's earnest money will be returned without any interest, after receipt of performance security (@10 % of Supply order amount) from the tenderer. The tenderers have to submit pre receipt for obtaining their EMD in the **FORM GAR 43D (Annexure-IV)** in duplicate with original signatures. One form should be affixed with revenue stamp.
7. **Forfeit of EMD:** Earnest money of a Tenderer will be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The successful tenderer's earnest money will be forfeited without prejudice to other rights of Purchaser if supplier fails to furnish the required performance security within the specified period.  
Firm shall have to extend the validity of EMD if extension of tender validity is agreed on the request of purchaser in exceptional cases.
8. **Performance Security:** Within **twenty one (21) days** from date of the issue of notification of award by the purchaser, the supplier, shall furnish performance security to the purchaser for an amount equal to ten percent (10%) of the total value of the contract excluding **AMC if any, valid up to sixty (60) days after the date of completion of all contractual obligations by the supplier, including the warranty obligations. Performance Security has to be submitted irrespective of its registration DGS&D/NSIC. Performance security is not relaxed to any supplier.**  
It shall be in any one of the forms namely Fixed Deposit Receipt or Demand draft or Bank Guarantee drawn/issued by a commercial bank in India, in the prescribed form in favour of the purchaser. The validity of the Fixed Deposit receipt or Bank Guarantee will be for a period up to 2 months beyond Warranty Period. In the event of any amendment issued to the contract, the supplier shall, within twenty-one (21) days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended. The purchaser will release the Performance Security without any interest to the supplier on completion of the supplier's all contractual obligations including the warranty obligations & after receipt of bank guarantee for AMC security (if applicable) . The supplier shall submit pre receipt for obtaining their security.
9. **Terms of Delivery:** Spare parts for required for undertaking the AMC of ACS shall be delivered to the respective site by the supplier in accordance with the terms of delivery specified in the contract (FOR at NCS, New Delhi, NCMRWF Noida and Seismological observatory, Kamla Nehru Ridge, Delhi-110007).
10. **Warranty:** **The entire repaired stores should be warranted for at least one year.** The supplier shall take over the replaced parts/goods after providing their replacements and no claim, whatsoever shall lie on the purchaser for such replaced parts/goods thereafter. Custom charges if any, for Re-export/re-import of defective parts/repaired parts or replaced parts to the foreign supplier country for repairs etc. shall be borne by supplier only. Transportation cost, for sending defective parts/film for repairs/editing and sending back to NCS site(s), shall be borne by supplier itself.



**Other condition under warranty clause of “List of Requirements and Technical specification” shall also be applicable.**

**11. Penalty clause/Liquidated damages clause (LD):**

The supplier shall deliver the repaired ACS System within the time schedule specified by the purchaser. The delivery date on which all the items/stores/materials/services etc. as per supply/purchase order are delivered shall be taken into account for penalty/LD purpose. Partial delivery of stores is not acceptable unless mentioned in supply order.

The purchaser shall, without prejudice to other rights and remedies available to the purchaser under the contract, deduct from the contract price a sum equivalent to 0.5% (half percent) per week of delay or part thereof on delayed supply of goods and/or delayed services subject to a maximum of 10% of the contract price of delayed items.

Once the maximum is reached purchaser may also consider followings:

- (i) Forfeiture of its performance security and
- (ii) Termination of the contract for default.

The supplier shall not be held responsible for any delay in handing over proper site by NCS if responsible. These periods shall not be counted in LD.

The supplier shall not dispatch the goods after expiry of the delivery period. The supplier is required to apply to the purchaser for extension of delivery period and obtain the same before despatch. In case the supplier dispatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and / or any other expense related to such supply shall lie against the purchaser.

**The supplier shall inform to the purchaser directly in writing about these delays on part of NCS.**

**12. Award Criteria and Tolerance Clause:** The purchase order /supply order shall be awarded to the eligible responsive tender evaluated as the most economical, technically qualified and suitable to the requirements subject to the availability of funds. Thus, purchaser reserves the right to **split the supply order into more than one parts;** increase or decrease the quantity of required goods upto plus minus fifteen percent ( $\pm 15\%$ ) till the placement of supply/purchase order or contract without any change in the terms & conditions and prices quoted by the tenderers.

**13. Modification of contract:** If necessary, the purchaser may, by a written order given to the supplier at any time during the currency of the contract, amend the contract by making alterations and modifications within the general scope of contract. If the supplier doesn't agree to the adjustment made by the purchaser, the supplier shall convey its views to the purchaser within fifteen (15) days from the date of the supplier's receipt of the purchaser's amendment / modification of the contract.

**14. Taxes and Payment:**

**Duty and Local Taxes:** Normally materials to be supplied to Govt. Department against Govt. contracts are exempted from levy of town duty, Octroi duty, terminal tax and other levies of local bodies. The local Town/Municipal Body regulations at times, however,

provide for such exemption only on production of such exemption certificate from any authorized officer. Contractors should ensure that stores ordered against contracts placed by this office are exempted from levy of town duty/Octroi duty, Terminal tax or other local taxes and duties. Wherever required, they should obtain the exemption certificate from the indenter concerned, to avoid payment of such local taxes or duties. Octroi, entry tax etc. on buyers account in absence of relevant exemption certificate.

- (1) **Income Tax and service tax etc.:** Deduction of Income Tax, Service Tax, etc. at Source from payment to the suppliers as per existing law in force. The bidders (foreign as well as Indian tenderers) may visit website of Income Tax Department of India for details of Tax Liabilities, Rules, and Procedures etc. The bidders shall have to provide their **Permanent Income Tax Number (PAN) and GST No.** Firm may also mention the applicable rates of TDS as per DTAA with India. Copy of same may also be enclosed.
- (2) **Payment Terms:** Payment shall be made in Indian currency subject to recoveries, if any, by way of liquidated damages /penalty clause /TDS or any other charges as per terms & conditions of contract in the documentation receipt of goods/stores at sites and acceptance by consignee and submission of the following documents. No payment shall be made for partial delivery.
  - (i) Three copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount.
  - (ii) Consignee Receipt Certificate in original issued by the authorized representative of the consignee
  - (iii) Copies of delivery challan identifying contents of each package.
  - (iv) Inspection certificate & Final Acceptance Report from consignee.

**15. Termination of tender by the Purchaser:** From the time of submission of tender to the time of awarding the contract, if a tenderer needs to contact the purchaser for any reason relating to this tender enquiry and / or its tender, it should do so only in writing.

In case a tenderer attempts to influence the purchaser in the purchaser's decision on scrutiny, comparison & evaluation of tenders and awarding the contract, the tender of the tenderer shall be liable for rejection in addition to appropriate administrative actions being taken against that tenderer, as deemed fit by the purchaser.

The purchaser, without prejudice to any other contractual rights and remedies available to it (the purchaser), may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the purchaser. In the event of the purchaser terminates the contract in whole or in part, the purchaser may procure goods and/or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit and the supplier shall be liable to the purchaser for the extra expenditure, if any, incurred by the purchaser for arranging such procurement.

If the supplier becomes bankrupt or otherwise insolvent, the purchaser reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to the purchaser

**16. Arbitration clause:** If dispute or difference of any kind shall arise between the purchaser and the supplier in connection with or relating to the extension of contract, the parties shall make every effort to resolve the same amicably by mutual consultations.

If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, unless otherwise provided in the tender inquiry, either the purchaser or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per Indian Arbitration and Conciliation Act, 1996. In the case of a dispute or difference arising between the Purchaser/ Consignee and all suppliers relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration of an officer, appointed to be the arbitrator by the **Director, National Center for Seismology**. The award of the arbitrator shall be final and binding on the parties to the contract. Each party shall bear its own cost.

**17. Venue of Arbitration:** The venue of arbitration shall be the place from where the contract has been issued, i.e., New Delhi. The contract shall be interpreted in accordance with the laws of India.

### SECTION – III

#### **OTHER TERMS AND CONDITIONS TO REPAIR (Air Conditioners) ACS (PRIMARY & SECONDARY) OF NCS**

1. **The prices quoted should be as per enclosed format (Annexure IV) and in Indian Rupees only.**
2. **All the items provided should be of standard make and quality.**
3. Director, National Center for Seismology reserves the right to reject or accept any quotation without assigning any reason whatsoever.
4. In case of any dispute, the decision of the Director, National Center for Seismology will be final and binding to all in general.
5. Payment shall be made only after issue of satisfactory completion/submission of work/repair certificate by the user.
6. Penalty Clause: Failure in adhering to any of the terms and conditions mentioned in the scope of work will attract penalty clause.
8. This contract shall be governed in all respect by Indian Laws.

.....XXX.....

CHECKLIST

S.N.	Activity	Compliance Yes/ No/ NA	Page No. in Your document
1.	(i) ) Have you enclosed DD for tender document?		
	(ii) Have you enclosed EMD of required amount?		
	(iii) Validity of 180 days of EMD (Bank Guarantee /FDR)from Tender Opening date		
	(iv) Is registration certificate from DGS&D / NSIC attached for relaxation of EMD?		
2.	Have you kept validity of tender for acceptance by the purchaser as per the TE document?		
3.	Have you enclosed duly filled and signed Tender Form accepting all terms and condition of the tender document. Tenders may be ignored if not signed.		
4.	(i) Permanent Account No. of bidding firm with proof.		
	(ii) Is Sales & Service tax number with registration certificate attached?		
5.	Name of the supplier with complete address to whom supply order to be placed.		
6.	Is the firm agreed to deposit a performance security @10% of supply order amount.		

(Signature with date)  
(Full name, designation on behalf of the Tenderer)

**TENDER FORM**

(For all the terms & conditions of tender document are acceptable to tenderer)

To  
The Director,  
National Center for Seismology,  
Mausam Bhawan Complex,  
Lodi Road, New Delhi-110003

Ref: Your TE document No. \_\_\_\_\_ dated \_\_\_\_\_

I/We, the undersigned have examined the above mentioned TE document, including amendment/corrigendum No. \_\_\_\_\_, dated \_\_\_\_\_ (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver the *goods and services in conformity* with your above referred document.

If our tender is accepted, we undertake to supply the goods and perform the services (Installation & commissioning etc.) as mentioned in tender document with the delivery schedule specified.

I/We further confirm that, if our tender is accepted, we shall provide you with a performance security of required amount in an acceptable form for due performance of the contract.

I/We agree to keep our tender valid for acceptance as required in tender document or for subsequently extended period, if any, agreed to by us. I/We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. I/We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

I/We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

I/We confirm that we fully agree to the terms and conditions specified in above mentioned TE document, including amendment/ corrigendum etc. if any.

(Signature with date)

\_\_\_\_\_

(Name and designation)

Duly authorised to sign tender for and on behalf of tenderer

**MODEL BANK GUARANTEE FORMAT FOR FURNISHING EMD  
(format only)**

Whereas .....  
(hereinafter called the “tenderer”)  
has submitted their offer dated.....  
for the supply of .....  
(hereinafter called the “tender”)  
against the purchaser’s tender enquiry No. ....  
KNOW ALL MEN by these presents that WE .....  
of ..... having our registered office at  
..... are bound unto .....  
(hereinafter called the “Purchaser”)  
in the sum of .....  
for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its  
successors and assigns by these presents. Sealed with the Common Seal of the said Bank  
this..... day of .....20.....

**THE CONDITIONS OF THIS OBLIGATION ARE:**

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
  - a) If the tenderer fails to furnish the Performance Security for the due performance of the contract.
  - b) Fails or refuses to accept/execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

.....  
(Signature of the authorized officer of the Bank)

.....  
Name and designation of the officer

.....  
Seal, name & address of the Bank and address of the Branch

**National Center for Seismology  
Mausam Bhawan Complex,  
Lodi Road, New Delhi-110003**

**FORM**

**GAR 43D [See Rule 186(1)]**

**APPLICATION-CUM-BILL FOR REFUND OF DEPOSIT**

**MONTH.....**

**BILL NO. ....**

Original Receipt No. & date	Challan or	Bank/Office in which deposited	Name of depositor	Amount Originally deposited
1		2	3	4

Received this ..... day of .....20..... the sum of  
Rs. .... (Rupees .....) only  
being repayable on Account of release of deposited described above.

Claimant's Signature. ....  
(with revenue stamp affixed)

**For use in Departmental Office**

- Received payment of Rs..... (Rupees.....) for arranging disbursal to claimant.
- Passed for Payment of Rs.....(Rupees .....) to claimant(s) Shri/Smt./Ms..... against personal deposit account administered by me.

Dated.....

**DDO**  
For Director General of Meteorology  
In case of endorsement of above

**For use in Pay & Account office in case of endorsement of 1 above**

Passed for payment of Rs.....  
Payment by Cheque No.....

Pay & Account Office



**Details of Air Conditioners installed at NCS New Delhi, NCMRWF Noida, Seismological observatory at kamla Nehru ridge, Delhi-110007**

Location of Installation	Total No. Of Air Conditioners		Make name and capacity
	Window	Split	
Director Room (Ridge)	One	Nil	Blue Star 1.5 Ton
UPS Room (Ridge)	Two	Nil	Blue Star 1.5 Ton
Instrument Obsy. Cabin(Ridge)	One	Nil	Blue Star 1.5 Ton
EU Lab (Ridge)	One	Nil	Blue Star 1.5 Ton
Store Room (Ridge)	One	Nil	Videocon 1.5 Ton
Instrument Obsy. Cabin (Ridge)	One	Nil	Videocon 1.5 Ton
Gallery at 1 <sup>st</sup> floor(Ridge)	Nil	<b>Five</b>	Videocon 1.5 Ton
Room No. 1 at 1 <sup>st</sup> floor(Ridge)	Nil	<b>One</b>	Videocon 1.5 Ton
Room No. 2 at 1 <sup>st</sup> floor(Ridge)	Nil	<b>Four</b>	Videocon 1.5 Ton
Room No. 3 at 1 <sup>st</sup> floor (Ridge)	Nil	<b>Two</b>	Videocon 1.5 Ton
TV room (Ridge)	Nil	<b>One</b>	Videocon 1.5 Ton
Director room (Ridge)	Nil	<b>One</b>	Videocon 1.5 Ton
Chamber 1 in hall(Ridge)	One	Nil	Videocon 1.5 Ton
Chamber 2 in hall(Ridge)	One	Nil	Videocon 1.5 Ton
Chamber 3 in hall(Ridge)	One	Nil	Videocon 1.5 Ton
Room no.516, satmet building	Nil	<b>One</b>	LG,1.5Ton
Room no.517, satmet building	Nil	<b>One</b>	Tecumseh
Room no.518, satmet building	Nil	<b>One</b>	LG,1.5Ton
Room no.519, sat met building	NIL	<b>One</b>	-----
Room no.511, sat met building	Nil	<b>One</b>	Samsung,2.0 Ton
Room no.501, sat met building	Nil	<b>One</b>	LG,

<b>Director office, Annexe building, EREC</b>	Nil	<b>Five</b>	Amtrex/ Digicon
Room no.512, satmet building	Nil	<b>One</b>	LG,1.5Ton
Room no.8, Annexe building, EREC	One	Nil	Videocon
Room no.9, Annexe building, EREC	One	Nil	Videocon
Room no.10, Annexe building, EREC	One	Nil	Videocon
Room no.11, Annexe building, EREC	One	Nil	Videocon
Room no.12, Annexe building, EREC	One	Nil	Videocon
Room no.14, Annexe building, EREC	One	Nil	Videocon
Room no.15, Annexe building, EREC	One	Nil	Videocon
Room no.16, Annexe building, EREC	One	Nil	Videocon
Room no.17, Annexe building, EREC	One	Nil	Videocon
Room no.18, Annexe building, EREC	One	Nil	Videocon
Room no.19, Annexe building, EREC	One	Nil	Videocon
Room no.20, Annexe building, EREC	One	<b>One</b>	Videocon
Room no.21, Annexe building, EREC	One	Nil	<b>ARCTIC too old</b>
Room no.22, Annexe building, EREC	One	Nil	<b>ARCTIC</b>
Room no.23, Annexe building, EREC	One	Nil	<b>ARCTIC</b>
Room no.02, Annexe building,	Nil	<b>One</b>	LG

EREC			
<b>Conference Room , Annexe building, EREC</b>	Nil	Three	Amtrak
<b>Computational, Processing Room ,Annexe building, EREC</b>	Nil	Two	Carrier
Room no.301, sat met building	One	Nil	carrier
Room no.302, sat met building	Three	One Tower AC	Voltas/MIDEN
Room no.303,satmet building	One	Nil	Carrier
Room no.304,satmet building	NIL	Two (One split one Tower AC)	Blue star /MIDEN
Room ,data centre 3 <sup>rd</sup> Floor, sat met building	NIL	Four	Carrier
Room ,data centre 3 <sup>rd</sup> Floor, sat met building	NIL	Two Tower AC	Voltas
Room L-3 OSN LAB.	One	Nil	Blue star
<b>Room no.402, sat met building</b>	Nil	Two	Dakin ,1.5 Ton
<b>Room no.306, sat met building</b>	Nil	Two	Dakin,1.5 Ton
<b>NCMRWF Noida</b>	Nil	Two	Blue star, 2.0 Ton
<b>NCMRWF Noida</b>	Nil	Two	Voltas 2.0 Ton
CRS ,Room no.302 sat met building	Three	Nil	Voltas, 2.0 Ton
Room no.303 sat met building	One	Nil	Carrier
<b>Total = 84 nos.</b>	<b>34 No.</b>	<b>50 Nos.</b>	

**(Note: Numbers of ACs to be given may increase or decrease as per requirement)**

**Annexure – VI**

**The price may be quoted for each component seperatly in the format given below**

S.N.	Name of component	Split Type AC	Window AC
1	Servicing		
2	Gas Filling		
3	Motor Replacement or Repair		
4	Circuit Repair		
5	Installation / shifting		
6	Iron Stand for out door units		
8	Any other Item/repair Etc.		