

OFFICE OF THE DY. COMMISSIONER OF POLICE, SOUTH DISTRICT, DELHI,

No. **28262** / Admn.-IV(SD), dated Delhi the **2017.20/04/17**

SHORT NOTICE TENDER

Subject : Notice regarding re-tendering for awarding the Seasonal Contract for service/repair/ Maintenance of Desert Coolers installed in various Police Stations/Offices/Units of South District, Delhi Police up to 30.09.2017.

Reference this office tender notice No.11029/Admn.-IV(SD),dated 09.03.2017, so far it relates to award of seasonal contract for service/repair/maintenance of Desert Coolers installed in various Police Stations/Offices/Units of South District, the same has been cancelled due to administrative reasons. However, consequent after accord of administrative approval of competent authority, this office hereby again invites fresh quotations from interested firms to enter into Seasonal Contract for service/repair /maintenance of Desert Coolers installed in various Police Stations/Offices/Branches/ Section of South District. The tenders should reach this office by **02:00 P.M.** on **27/04/17** by post or can put personally in the tender box kept in Admn. Branch, Room No.311, office of DCP, South District, Hauz Khas, New Delhi-110016.

The vendor/participating agencies may inspect the Desert/Room Coolers installed at various Police Stations/Offices /Units of South District with the assistance of user to assess the work/condition before quoting the rates, no plea what so ever shall be entertained at later stage in this regard.

The interested agencies may quote their rates, after carefully study the terms & conditions, which may be collected from **Admn. Branch, Room No.311, Office of DCP, South District, Hauz Khas, New Delhi-110016** free of cost on any working day from 10.00 A.M to 5.00 P.M or may download from the website of Delhi Police (**www.delhipolice.nic.in**) on or before **27/04/17** at **02 PM.**

Terms & conditions

1. The tendering firm must be registered with the Sales Tax/VAT Deptt., and a copy of registration for Sales Tax/VAT bearing the TIN Number be provided. A copy of latest Sales Tax/VAT Clearance Certificate or copy of latest challan must be attached with the quotation failing which the tender shall be rejected.
2. Percentage (%) of TAX, if any to be claimed shall be indicated clearly in the quotation.

3. The tenderer(s) shall quote their rates on the below mentioned proforma:-

Sl. No.	Description of the Item	Per Unit Cost for the entire season up to 30.09.2017	Tax, if any
(i)	Rates for service/repair/maintenance of Desert/ Room Cooler including repair/replacement of wire, electrical parts, switches, rewinding of motors, fan blade, change of pump etc.	Rs.____/- each	
(ii)	Providing/fixing of new fan motor in case of non repairable	Rs.____/- each	

4. If the motor of Desert Cooler is not repairable the same may be replaced/changed by the contractual firm taking prior approval and declaring condemnation by the Condemnation Committee as per GFR. If the new motor of Desert Cooler is non repairable and replaced by the contractual firm, it should carry minimum warranty of one year. After changing of motor of Desert Cooler, the contractual firm will get the same logged in to the Malkhana Register of the concerned PS/Unit as well as with I/C General Store, South District. The old defective motor of Desert Cooler will be deposited in General Store, South District for onward disposal in P&L, Delhi.
5. As per limit fixed by the PHQ, the rates for service/maintenance/repair of Desert /Room Coolers (including repair/replacement of wire, electrical parts, switches, rewinding of motors, fan blade, change of pump etc.) during the entire period of contract i.e. up to 30.09.2017 should not exceed Rs.300/- per Desert Cooler plus taxes.
6. Conditional Tender shall not be accepted at any cost and will be rejected straightway.
7. In case the successful tenderer is found in breach of any terms & conditions at any state, legal action as per rules/law shall be initiated against the agency concerned including debarring the agency by blacklisting for future dealing in Govt. Departments.
8. All the firms participating in the Tender must submit a certificate to the effect that the firm is neither is blacklisted by any Govt. Department nor any Criminal case is registered against the firm or its owner or partners anywhere in India.
9. Earnest money deposit of Rs. 6,000/- in form of Account Payee Demand Draft from any Commercial Bank in India must accompany

each tender in favour of DCP/South District, Delhi. No tender shall be accepted without earnest money and shall be rejected straightway. Earnest money deposit with the tender shall bear no interest. The EMD can also be submitted in the form of fixed deposit receipt, Banker's cheque or Bank Guarantee from any Commercial Bank in an acceptable form.

10. Any agency which has exemption of Earnest Money Deposit being registered with DGS&D/NSIC shall furnish a certified copy of such order indicating therein clearly that they are exempted, failing which tender shall not be taken into consideration.
11. The contract shall be valid for the period upto 30.09.2015.
12. The firm shall be required to depute technically and professionally competent personnel to provide requisite maintenance service as and when required. The response time for attending calls shall not be more than 2 hours from the time of intimation and machine should be repaired and put into work within 4 hours. In case the technician is unable to repair it in given time, stand-by replacement in working condition having same capacity must be provided within 4 hours of intimation till the time the machine is repaired failing which Rs.50/- per hour will be charged as penalty. In case, after awarding the contract if any Desert Cooler is found beyond the capacity of repair, it shall be the responsibility of contractual firm to provide replacement of Desert Coolers within equivalent parameters up to termination of contract period i.e. up to 30.09.2017.
13. The quotation must be in sealed envelop and word "Quotation for repair/service maintenance of Desert/Room Coolers must be written on the top of envelop and addressed to the "Dy. Commissioner of Police, South District, Hauz Khas, New Delhi - 110016.
14. The tenderer may quote their rate after confirming the makes & models and condition of the Desert/Room Coolers, no plea what so ever shall be entertained at later stage in this regard.
15. The tendered shall also mention this office reference number in the quotation.
16. Last date for submission of tender in the office of ACP/Headquarters, South District New Delhi is 27/04/17 by

