

By Speed Post/Mail

OFFICE OF THE SUPERINTENDENT  
VSS INSTITUTE OF MEDICAL SCIENCES & RESEARCH, BURLA  
(SAMBALPUR)

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No. \_\_\_\_\_ /VIMSAR Dated, Burla, the \_\_\_\_\_ th March, 2024

To

The Dy. Director (Advt.),  
Information and P.R. Department, Odisha,  
Bhubaneswar.

Sub: Publication of Tender Call Notice.

Sir,

I am enclosing herewith the soft copy & hard copy of Tender Call Notice No. 3339 /VIMSAR Dated 14/3/24 with a request to make suitable arrangement for its publication at least two widely circulated Oriya daily news paper at an early date. The approximate cost of this tender call notice is Rs.15,00,000/-. The confirmation of publication of the Tender call notice may be sent to this office through E.mail [vimsarsuptd@gmail.com](mailto:vimsarsuptd@gmail.com). and necessary arrangement may also be made to supply a copy of the newspapers in which the Tender Call Notice is published for official record.

Encl: Tender call notice

Yours faithfully,



Superintendent,  
VSS Inst. of Med. Sc. & Research, Burla.

Memo No. 3341 /VIMSAR Dated, Burla, the 14 th March, 2024

Copy along with the copy of Tender Call Notice forwarded to the Director, Printing & Stationery Madhupatna, Cuttack -10 for favour of information.

Copy along with the copy of the Tender Call Notice forwarded to the Director of Medical Education and Training, Odisha, Bhubaneswar for favour of information.

Copy to the Dean and Principal, VIMSAR, Burla/Registrar (Admn.)/Accounts Officer/ Stores Medical Officer, VIMSAR, Burla for needful. They are requested to please remain present at the time of opening of the tender on 10-04-2024 at 11.30 A.M. in the office chamber of the Superintendent, VIMSAR, Burla.

Copy along with the tender call notice sent to the District Informatics Officer, National Informatics Centre, Collectorate, Sambalpur for information with a request to float the tender in the Dist. Web site.



Superintendent,

VSS Inst. of Med. Sc. & Research, Burla,



HEALTH & FAMILY WELFARE DEPARTMENT  
GOVERNMENT OF ODISHA  
OFFICE OF THE SUPERINTENDENT  
V.S.S.INSTITUTE OF MEDICAL SCIENCES & RESEARCH, BURLA:  
SAMBALPUR  
[vimsarsuptd@gmail.com](mailto:vimsarsuptd@gmail.com)

No. 3339 /VIMSAR Dated, Burla, the 14 th March, 2024

TENDER CALL NOTICE

Sealed Tenders are hereby invited by the undersigned from the interested firms having experience in repair & maintenance of Air Conditioner machines for Annual Comprehensive Maintenance Contract of more than 800 nos. (Both window, Ductable & Split AC) along with Voltage Stabilizers and electrical installations required for maintenance of Air Conditioner machines of this Institution so as to reach the office of the Superintendent, VSS Institute of Medical Sciences & Research, Burla on or before dt.09-04-2024 up to 5.30 P.M. through Speed Post/Regd Post & Courier Service only which will be opened in the next working date at 11.30 A.M. by the Committee. The related documents should be in a sealed cover with super scribed as "**Tender for CMC of Air Conditioner machines along with related items and last date is 09-04-2024.**"

The detail terms & conditions of this Tender Call Notice is available in the Dist. website [www.sambalpur.nic.in](http://www.sambalpur.nic.in)

The undersigned/committee reserves the full right to accept in full or reject any or all the tenders without assigning any reasons thereof.

  
Superintendent,

 VSS Institute of Medical Sc.& Research, Burla

## TERMS AND CONDITIONS OF THE TENDER CALL NOTICE

1. The tenderer should be a Registered Firm under GST.
2. The period of CMC will be two years from the date of approval, which can be extended for another one year subject to satisfactory completion of first two years if possible.
3. The tenderer should have experience in maintenance of more than 500 nos. A.C. machines for at least three years by supplying required spares. The proof of relevant documents to be produced. Otherwise their tenders may not be accepted.
4. The rates of the CMC of the A.C.machines,( window, ductable & split A.C), Voltage Stabilisers & other related items should be quoted separately. As the existing A.C. machines of this Institution are installed in different years, the uniform rate of the CMC should be quoted in the prescribed format. The tenderers should quote the CMC rates after observing the places of installations, years of installation, conditions and status of the AC machines.
5. The Air Conditioner machines should be repaired in the hospital premises only with due supervision of the Hospital Manager/Steward/Asst. Steward or their authorized person of this hospital. If any machine is to be taken outside for its repair than standby A.C.machine is to be supplied. The genuine spares are required to be fitted in the AC machines.
6. Any conditional Tender will not be accepted.
7. Any electrical negligence in respect to man & machine will be the sole responsibility of the firm. Any loss to the hospital property during the maintenance shall be deducted from the firm's bill/Security deposit of the selected bidder.
8. The firm shall supply personal protective equipment (PPE) along with other related items to his workmen at their own cost for maintenance of A.C. machines & also provide uniform to its employee with their company's symbol & Logo.
9. The firm shall abide by the Labour Laws & other statutory rules as applicable.
10. Security deposit of Rs.2,00,000/- should be deposited by the selected firm in shape of FDR duly pledged in favour of the Superintendent, VSS Inst.of Med.Sc.& Research, Burla. The same will be refunded after successful completion of the contract period. If the selected firm will leave the job with in the contract period with out satisfactory ground than the security money will be forfeited.
11. No advance payment will be made against maintenance of the Air Conditioners. However half yearly payment will be released only after successful execution of the work duly certified by the competent authority.
12. The rates should be valid for two years from the date of approval. The lowest rates are not the criteria for selection subject to fulfillment of the terms & conditions along with the proper documentations.
13. The complaint should be attended with in one hour of intimation either over phone or any other means. The agency will provide one telephone number available 24 hours for registering complaints. Any deviation towards maintenance will lead to forfeiture of the security deposit and cancellation of the contract. The firm must engage their technicians in the hospital for maintenance work everyday with the knowledge of the hospital authority.
14. The tenderer should mention the number of man powers engaged for the CMC work and attending the preventive maintenance work.

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15. **Preventive Maintenance:-** The firm will make an inventory & status of all air conditioners department wise or place wise and must provide preventive maintenance. The preventive maintenance schedule should be submitted to the office before starting of the contract. The preventive maintenance report should be duly certified by Unit Head/ Hospital Manager/ Staff Sister i/c as the case may be.
- All A.Cs in ICU, SNCU, PICU, NICU, RICU, Burn unit, Cardiac ICU, Cath lab, OTs, Labour room should be checked and given preventive maintenance like cleaning of air filter and other minor electrical requirements etc every 15 days.
  - Other A.Cs should be given preventive maintenance every quarter. (every 3 months).
  - The CMC bill will be paid half yearly after submission of 3 preventive maintenance reports.
16. Original documents may be produced for verification if asked for. The papers enclosed in the cover should be properly page marked.
17. If any information/documents furnished by the tenderers with the tender papers are found to be misleading or incorrect, at any stage their tenders will be cancelled.
18. The cost of tender is Rs.5000/- which is non refundable. A bank draft of Rs.5000/- duly pledged in favour of the Superintendent, VSS Institute of Medical Sciences & Research, Burla may be enclosed as tender cost with the tender.
19. The tenders should be furnished in time with sealed cover duly super scribed as **TENDER FOR ANNUAL MAINTENANCE OF AIR CONDITIONERS AND LAST DATE IS DT. 09-04-2024 UP TO 5.00 P.M.**
20. The tenders will be received up to 5.00 P.M. of dt.09-04-2024 only in the office of the Superintendent, VSS Inst.of Med.Sciences & Research, Burla through Speed Post/Regd Post & Courier Service only. The tenders received beyond the scheduled date & time will not be entertained. The postal delay is the responsibility of the tenderers. The tenders will be opened on Next Working day by a Committee at 11.30 A.M. The tenderer may attend while opening the tenders.
21. The A.C. Machines which need repair due to natural calamities/fire/man handling/mouse cutting/theft & other unavoidable circumstances will be repaired on production of proper estimates duly countersigned by proper authorities.
22. The following documents will be enclosed in the tender paper. (Self attested). Non submission of any document may liable for cancellation.
- GST Registration Certificate.
  - PAN Card.
  - Rs.30000/- in shape of Bank Draft duly pledged in favour of the Superintendent, VSS Inst.of Med.Sc.& Research, Burla as EMD which will be returned after selection. If any exemption to be availed than the authentic supporting documents to be enclosed otherwise the tender may be cancelled. Bank draft of Rs. 5000/- towards tender cost to be enclosed in the tender paper. If any exemption to be availed than the authentic supporting documents to be enclosed otherwise the tender may be cancelled.
  - An undertaking regarding "The quoted rates are not more than the prevailing market price" and will be valid up to two years.
  - The firm should enclose valid Service Tax Registration Certificate in this field along with the tender.
  - Experience certificate in maintenance of more than 500 nos. A.C. machines. Copy of agreement in support of CMC.

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- (vii) Performance Certificate received from any quarters.
- (viii) A check list as per Annexure-1 should be enclosed.
- (ix) All the pages of the documents furnished should be page marked and signed with seal.
- (x) Any other documents related to this field may also be enclosed.

The undersigned/committee reserves the full right to accept in full or part or reject any or all the tenders without assigning any reasons thereof.

**FORMAT FOR QUOTING OF RATES:**

Sl. No.	Category	CAMC Rate (Each) in INR	Tax
1	Split A.C. Machine (2 Ton)		
2	Split A.C. Machine (1.5 Ton)		
3	Window A.C. Machine		
4	Ductable A.C. (5.5 Ton)		
5	Ductable A.C. (8.5. Ton)		
6.	Voltage Stabilizer		
7	Shifting of A.C. machines from one place to another	The cost of shifting including spare should be quoted..	

*AK*  
*14/3/20*  
Superintendent,

*AK*  
VSS Inst. of Med.Sc.& Research, Burla,