

## INDEX

**Name of Work : Servicing & routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type AC, DTU Campus of different makes, DTU, Delhi**

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**NIT No.: DTU/EnggCell/00194/23-24/Electrical** containing 46 Pages is hereby approved for Rs. 68,92,887/- (Rupees Sixty Eight Lacs Ninety Two Thousand Eight Hundred Eighty Seven Only).

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**INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING FORMING PART OF BID DOCUMENT**

The Chief Project Officer, Delhi Technological University, Delhi -110042 (Tel No. : 011 23863892) on behalf of the Delhi Technological University invites percentage rate bids from Approved and eligible CPWD buildings and roads category contractors and those of appropriate list of M.E.S., BSNL, Railway and State Govt.'s Department dealing with HVAC and other experience contractor for the following work :-

S. No.	NIT No.	Name of work & Location	Estimated cost put to bid	Earnest Money	Period of Completion	Last date of online submission of bid, copy of receipt of deposition of original EMD and other documents as specified in	Time & Date of opening of bid
1	2	3	4	5	6	7	8
1	DTU/EnggCell/00194/23-24/Electrical	Servicing & routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type AC, DTU Campus of different makes, DTU, Delhi	Rs. 68,92,887/-	Rs. 1,37,858/-	12 (Twelve) Months	..... upto 03.00 PM	..... upto 03.30 PM

1. Contractors who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted. **(This is not applicable for of appropriate class in composite category)**
  - (a) Should have satisfactorily completed the works as mentioned below during the last Seven years and ongoing works as well ending **last date of month previous to the one in which tenders are invited shall only be considered.**
    - (i) Three similar works each costing not less than **Rs. 27.57 Lacs**, or two similar works each costing not less than **Rs. 41.36 Lacs** or one similar work costing not less than **Rs. 55.15 Lacs**  
**Similar work shall mean works of “Servicing routine maintenance of STAC /WTAC/Cassette/Tower /VRF”** The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to **last date of month previous to the one in which tenders are invited shall only be considered.**
    - (b) Should have had Average Annual Financial Turnover on routine maintenance HVAC works should be at least **Rs.20.06 Lacs** during the immediate last three consecutive financial years ending 31st March 2023. **The value of annual turnover figures shall be brought to current value by enhancing the actual turnover figures at simple rate of 7% per annum** (Scanned copy of Certificate from CA to be uploaded)
    - (c) Should not have incurred any loss (profit after tax should be positive) in more than two years during available last three years ending 31st March 2023, consecutive balance sheet (**balance sheet in**

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**case of private / public limited company means its standalone financial statement and consolidated financial statement both),** duly audited and certified by the Chartered Accountant.

- (d) Should have a solvency of the amount equal to 40% of Estimated Cost put to tender or Net worth Certificate of Minimum 10% of the Estimated Cost put to tender issued by certified Chartered Accountant.
2. The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he consider himself eligible and he is in possession of all the documents required.
  3. This information and instructions for bidders posted on website shall form part of bid document.
  4. The bid document consisting of Plans, Specifications, Schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website [www.govt.procurement.gov.in](http://www.govt.procurement.gov.in) free of cost.

5. **Earnest Money Deposit**

- 5.1 Payment of Bid Security (Earnest Money Deposit): The EMD may be submitted through DD/FDR/ECS/RTGS/NEFT direct to receipt account of Registrar, DTU as detail given below and receipt of proof of DD/FDR/ECS/RTGS/NEFT shall be uploaded with documents.

DTU EMD Account No.	30875679275 (Registrar, DTU)
Name of Bank	State Bank of India
Bank Address	DCE Campus, Shahbad Daulatpur, Bawana Road, Delhi- 110042.
IFSC CODE	SBIN0010446
BRANCH CODE	10446
MICR CODE	110002438
SWIFT CODE	SBININBB544

6. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online bidding process as per details available on the website.
7. The intending bidder must have valid class-III digital signature to submit the bid.
8. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
9. Contractor can upload documents in the form of JPG format and PDF format.
10. **Certificate of Financial Turnover:** At the time of submission of bid contractor may upload Affidavit/ Certificate from CA mentioning Financial Turnover of last 3 years or for the period as specified in the bid document and further details if required may be asked from the contractor after opening of technical bids. There is no need to upload entire voluminous balance sheet.
11. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO). However, If a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
12. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.

13. **List of Documents to be scanned and uploaded within the period of bid submission:**

- a) Earnest Money Deposit
- b) Copy of Enlistment order of the contractor (Applicable for CPWD enlisted contractors of appropriate class in composite category only).
- c) Certificates of Work Experience signed not below the rank of Executive Engineer or equivalent as per CPWD Works Manual / SOP.  
*(NOTE: If private works are shown in support of eligibility, certified copy of the tax deducted at source certificate (TDS) shall be submitted along with the experience certificate and the TDS amount shall tally with the actual amount of work done)*
- d) Certificate of Financial Turnover from CA (Form A) during the last three years ending 31st March 2023
- e) Solvency equal to 40% of Estimated Cost put to tender or net worth Certificate of 10% of the estimated cost put to tender issued by certified Chartered Accountants. (Form – B or Form B1)
- f) GST registration Certificate of the State in which the work is to be taken up, if already obtained by the bidder.
- g) Acknowledgement of latest GST return filed after March 2023.
- h) Copy of valid Electrical License.

If the bidder has not obtained GST registration as applicable then he shall scan and upload following undertaking along with other bid documents.

“If work is awarded to me, I/we shall obtain GST registration Certificate **as applicable** within one month from the date of receipt of award letter or before **release of any payment by CPWD, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by CPWD or GST department in this regard.**

The contractors of composite category are mainly enlisted for execution of building work, internal and External Electrical Works and E&M services like HVAC, Fire Fighting, Fire Alarm, Sub-station, DG Set and related items, However, they shall not be eligible for tenders for exclusive work of horticulture lifts, Road, Furniture and other specialized works.

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**INFORMATION AND INSTRUCTION FOR BIDDERS**

**1. General**

**1.1** Letter of transmittal and forms for deciding eligibility are given in Section III.

**1.2** All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a “nil” or “no such case” entry should be made in that column. If any particulars/query is not applicable in case of the bidder, it should be stated as “not applicable”. The bidders are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the bid being summarily disqualified. Bids made by telegram or telex and those received late will not be entertained.

**1.3** References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by an officer not below the rank of Executive Engineer or equivalent.

**1.4** The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by the Employer.

**2. Definitions:**

**2.1** In this document the following words and expressions have the meaning hereby assigned to them.

**2.2** Employer: Means the Delhi Technological University, acting through the **Chief Project Officer Delhi Technological University, Delhi-110042.**

**2.3** Bidder: Means the individual, proprietary firm, firm in partnership, limited company private or public or corporation.

**2.4** “Year” means “Financial Year” unless stated otherwise.

**3. Method of application:**

**3.1** If the bidder is an individual, the application shall be signed by him above his full type written name and current address.

**3.2** If the bidder is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.

**3.3** If the bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses, or, alternatively, by a partner holding power of attorney for the firm. In the later case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.

**3.4** If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

**4. Final decision making authority.**

The employer reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders.

**5. Particulars provisional**

The particulars of the work given in Section I are provisional. They are liable to change and must be considered only as advance information to assist the bidder.

**6. Site Visit**

The bidder is advised to visit the site of work, at his own cost, and examine it and its surroundings to himself collect all information that he considers necessary for proper assessment of the prospective assignment.

**7. Initial Criteria for eligibility**

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**7.1** The Bidder should have satisfactorily completed similar works during the last Seven years and ongoing works as well ending **last date of month previous to the one in which tenders are invited shall only be considered** as below. For this purpose cost of work shall mean gross value the completed work including cost of material supplied by the Government/Client but excluding those supplied free of cost. This should be certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent.

Three similar works each costing not less than **Rs. 27.57 Lacs**, or two similar works each costing not less than **Rs. 41.36 Lacs** or one similar work costing not less than **Rs. 55.15 Lacs**

**Similar work shall mean works of “Servicing routine maintenance of STAC /WTAC/Cassette/Tower /VRF”**

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7 % per annum; calculated from the date of completion to **last date of month previous to the one in which tenders are invited shall only be considered.**

**7.2** The bidder should have had Average Annual Financial Turnover of **Rs. 20.06 Lacs** on Electrical HVAC work during the last three consecutive years as per the balance sheets duly audited by Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average. **The value of annual turnover figures shall be brought to current value by enhancing the actual turnover figures at simple rate of 7% per annum.**

**7.3** The bidder should not have incurred any loss (profit after tax should be positive) in more than two years during available last three consecutive balance sheets, duly certified and audited by the Chartered Accountant

**7.4** The bidder should have a solvency of the amount equal to 40% of Estimated Cost put to tender or Net worth Certificate of Minimum 10% of the Estimated Cost put to tender issued by certified Chartered Accountant (Form ‘B’ or Form- ‘B1’).

**7.5** The bidder should have sufficient number of Technical and Administrative employees for the proper execution of the contract. The bidder shall have to submit a list of these employees stating clearly how these would be involved in this work within 15 days of award of work.

## **8. Evaluation criteria**

**8.1** The detailed submitted by the bidders will be evaluated in the following manner:

8.1.1 The initial criteria prescribed in para 7.0 above in respect of experience of eligible similar works completed, loss, Net Worth and financial turnover etc. will first be scrutinized and the bidder’s eligibility for the work be determined.

8.1.2 The bidders qualifying the initial criteria as set out in para 7.0 above will be evaluated for following criteria by scoring method on the basis of details furnished by them.

- |  |   |                  |
|--|---|------------------|
| a) Financial strength (Form 'A' & 'B')   | - | Maximum 20 marks |
| b) Experience in eligible similar nature of work during last seven years (Form 'C') and ongoing works as well (Form C-1) | - | Maximum 20 marks |
| c) Performance on works (Form 'D') - Time over run   | - | Maximum 20 marks |
| d) Performance on works (Form D-1- Completed work 25 Marks on going works 15 Marks Quality)                              | - | Maximum 40 marks |

**Total 100 Marks**

To become eligible for short listing the bidder must secure at least fifty percent marks in each (Section a, b, c & d) and sixty percent marks in aggregate.

The department, however, reserves the right to restrict the list of such qualified contractors to any number deemed suitable by it.

Note : The average value of performance of works for time over run and quality shall be taken on the basis of performance report and eligible similar works.

## **9. Financial information**

Bidder should furnish the Annual financial statement for the last five year in( Form “A”) and Net Worth Certificate in (Form “B-1”)

## **10. Experience of similar works**

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**10.1** Bidder should furnish the List of eligible similar nature of works successfully completed during the last seven years in (Form “C”) and on going works as well (Form “C-1”)

**11. Organisation information**

Bidder is required to submit the information in respect of his organization in Forms “E”

**12. Letter of transmittal**

The bidder should submit the Letter of Transmittal attached with the document.

**13. Opening of Price bid**

After evaluation of applications, a list of short listed agencies will be prepared. Thereafter the financial bids of only the qualified and technically acceptable bidders shall be opened at the notified time, date and place in the presence of the qualified bidders or their representatives.

**14. Award Criteria**

**14.1** The employer reserves the right, without being liable for any damages or obligation to inform the bidder, to:

- a) amend the scope of work and value of contract.
- b) Reject any or all the applications without assigning any reason.

**14.2** Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

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## CPWD - 6 FOR E- TENDERING

1. Percentage Rate Bids are invited on behalf of Delhi Technological University from Approved and eligible CPWD buildings and roads category contractors and those of appropriate list of M.E.S., BSNL, Railway and State Govt.'s Department dealing with building and roads and other experience contractor for the following **work of Servicing and routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type Ac of different makes, DTU Campus, Delhi.**

The enlistment of the contractors should be valid on the last date of submission of bids. In case the last date of submission of bid is extended, the enlistment of contractor should be valid on the original date of submission of bids.

- 1.1 The work is estimated to cost **Rs.68,92,887/-**. This estimate, however, is given merely as a rough guide.
- 1.1.1 The authority competent to approve NIT for the combined cost and belonging to the major discipline will consolidate NITs for calling the bids. He will also nominate Division which will deal with all matters relating to the invitation of bids. For composite bid, besides indicating the combined estimated cost put to bid, should clearly indicate the estimated cost of each component separately. The eligibility of bidders will correspond to the combined estimated cost of different components put to bid.

- 1.2 **Intending bidders is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below:- Criteria of eligibility for submission of bid documents :**

- 1.2.1 Conditions for Non-CPWD registered contractors only, if bids are also open to non-CPWD contractors. For works estimated cost upto tendering limit of class -1 composite category Contractor (However, for Horticulture and Furniture etc. discipline, it may be modified as per bidding limit of CPWD class I contractors of respective discipline as the case may be)

Three similar works each costing not less than **Rs. 27.57 Lacs**, or two similar works each costing not less than **Rs. 41.36 Lacs** or one similar work costing not less than **Rs. 55.15 Lacs** in last 7 years and ongoing works as well ending last date of month previous to the one in which tenders are invited shall only be considered.

- 1.2.2 Criteria of eligibility for CPWD as well as non-CPWD contractors,  
For works estimated to cost above the tendering limit of class -1 composite category Contractor (However for Horticulture and Furniture discipline, it may be modified as per bidding limit of CPWD class I contractors of respective discipline as the case may be.) Three similar works each costing not less than **Rs. 27.57 Lacs**, or two similar works each costing not less than **Rs. 41.36 Lacs** or one similar work costing not less than **Rs. 55.15 Lacs** in last 7 years and ongoing works as well ending **last date of month previous to the one in which tenders are invited shall only be considered.**

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the **last date of month previous to the one in which tenders are invited shall only be considered.** This is applicable for 1.2.1 as well as 1.2.2

**To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under:-**

I/We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding in CPWD in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Performance Guarantee / suspended for one year PWD tendering process. (Scanned copy to be uploaded at the time of submission of bid)

- 1.2.3 When bids are invited from non CPWD contractors and CPWD class II contractors as per provisions of clause 1.2.1 above, it will be mandatory for non CPWD contractors and CPWD class-II contractors to upload the work experience certificate(s) and the affidavit as per the provisions of clause 1.2.2. But for such bids, Class-I contractors of CPWD are eligible to submit the bids without submission of work experience certificate and affidavit. Therefore, CPWD class-I contractors shall upload two separate letters for experience certificate and

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affidavit that these documents are not required to be submitted by them. Uploading of these two letters is mandatory otherwise system will not clear mandatory fields.

2. Agreement shall be drawn with the successful bidders on prescribed Form No. CPWD 7/8 (or other Standard Form as mentioned) which is available as a Govt. of India Publication and also available on website [www.cpwd.gov.in](http://www.cpwd.gov.in). Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
3. The time allowed for carrying out the work will be **12 (Twelve) Months** from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
4. The site for the work is available.

**OR**

The site for the work shall be made available in parts as specified below:-  
.....

5. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions of Contract Form can be seen on website [www.tenderwizard.com/CPWD](http://www.tenderwizard.com/CPWD) or [www.cpwd.gov.in](http://www.cpwd.gov.in) free of cost.
6. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
7. While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.
8. When bids are invited in three stage system and if it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
9. **Earnest Money Deposit**  
Earnest Money shall be deposited through FDR/ECS/RTGS/NEFT mode only as mentioned in page no. 3. The original receipt of EMD deposited with all documents should be deposited in the office of Chief Project Officer, Engineering Cell, DTU by bidders within the period of submission.
10. The bid submitted shall become invalid and e-Tender processing fee shall not be refunded if:
  - (i) The bidder is found ineligible.
  - (ii) The bidder does not upload scanned copies of all the documents stipulated in the bid document.
  - (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest bidder in the office of bid opening authority.
  - (iv) If a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
11. The contractor whose bid is accepted will be required to furnish performance guarantee of 3% (Three Percent) of the bid amount within the period specified in Schedule F. This guarantee shall be in the form of cash (in case guarantee amount is less than Rs. 10000/-) or Deposit at Call receipt of any scheduled bank/Banker's cheque of any scheduled bank/Demand Draft of any scheduled bank/ Pay order of any Scheduled Bank of any scheduled bank (in case guarantee amount is less than Rs. 1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the contractor shall be suspended for one year from PWD tendering process without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee. The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/ registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW Welfare Board including Provident Fund Code No. If applicable and also ensure the compliance of aforesaid provisions by the sub-contractors, if any engaged by the contractor for the said work within the period specified in Schedule F.
12. The description of the work is as follows:  
Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect

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their bid. A bidders shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidders implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

13. The competent authority on behalf of the Delhi Technological University does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
14. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
15. The competent authority on behalf of Delhi Technological University reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
16. The contractor shall not be permitted to bid for works in the DTU (Division in case of contractors of Horticulture/Nursery category) responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in the Central Public Works Department or in the Ministry of Urban Development. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
17. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.
18. The bids for the work shall remain open for acceptance for a period of 30 (thirty) days from the date of opening of bids in case of single bid system and 75(seventy five) days from the date of opening of technical bids in case bids are invited on 2 or 3 bid system. Further
  - 18.1 If any tenderer withdraws his tender or makes any modification in terms and conditions of the tender which is not acceptable to the department within 07 (Seven) days after last date of submission of bids, then the government shall without prejudice to any other right or remedy, be at liberty to suspended for one year from PWD tendering process irrespective of letter of acceptance for the work is issued or not.
  - 18.2 If any tenderer withdraw his tender or makes any modification in terms and conditions of the tender which is not acceptable to the department after expiry of 07 (Seven) days after last date of submission of bids then the government shall without prejudice to any other right or remedy, be at liberty to suspended for one year from PWD tendering process irrespective of letter of acceptance for the work is issued or not.
  - 18.3 In case suspended for one year from DTU tendering process as prescribed in para 18.1 and 18.2 above, the bidders shall not be allowed to participate in the rebidding process of the same work.
19. This notice inviting Bid shall form a part of the contract document. The successful bidder/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:- (a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto. (b) Standard C.P.W.D. Form 7/8 or other Standard C.P.W.D. Form as applicable.

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**DELHI TECHNOLOGICAL UNIVERSITY**  
**GOVERNMENT OF NCT DELHI**

**STATE** : DELHI  
**BRANCH** : E & M

**DIVISION** : Engg. Cell

**PERCENTAGE RATE TENDER & CONTRACT FOR WORKS**

1. Tender for the work of: - **“Servicing and routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type AC of different makes DTU Campus, Delhi.”**
- (i) To be submitted *Online* by 03:00 PM on ....\*\*..... to **Chief Project Officer, Engineering Cell, Delhi Technological University, Delhi** at web site: <https://govtprocurement.delhi.gov.in>
- (ii) To be opened in presence of bidders who may be present *either at the place of opening of tenders (electronically) or can visualize to process online* at 03.30 P.M. on ..... in the office of **Chief Project Officer, Engineering Cell, Delhi Technological University, Delhi**  
*Released to website:*  
<https://govtprocurement.delhi.gov.in> at Tender I.D. No. ....\*\*

Signature of officer *releasing* the documents .....\*\*

Designation : **Chief Project Officer, Engineering Cell, Delhi Technological University, Delhi**

Date of Release: .....\*\*

**TENDER**

I/We have read and examined the notice inviting tender, schedule A, B, C, D, E & F applicable specifications, Drawings & Designs, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special Conditions, Schedule of Rate & other documents and Rules referred to in the condition of contract and all other contents in the tender document for the work.

I/We hereby bid for the execution of the work specified for the Delhi Technological University within the time specified in Schedule "F", viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause-11 of the Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

I/We agree to keep the bid open for **Fifteen (15) days from the date of opening of Financial Bid** and not to make any modifications in its terms and conditions.

\*\* To be filled in by the Executive Engineer

If I/ We, fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the said Delhi Technological University or his successors in office shall, without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money / suspended for one year from DTU tendering process absolutely. Further, if I/We fail to commence the work as specified, I/We agree that Delhi Technological University or his successors in office shall, without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and Performance Guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, upto maximum of the percentage mentioned in Schedule "F" and those in excess of that limit at the rates to be determined in accordance with the provision contained in clause 12.2 and 12.3 of the tender form.

Further, I/we agree that in case of forfeiture of Earnest Money or both Earnest Money and Performance Guarantee as aforesaid, I/we shall be debarred for participation in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/We shall be debarred for tendering in PWD in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

I/We hereby declare that I/We shall treat the tender documents, drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

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I = NIL		
O = NIL		

Dated .....\*

\*  
Signature of Contractor  
Postal Address....\*

Witness:

Address:

Occupation:



.....\* to be filled in by contractor

**ACCEPTANCE**

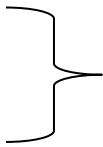
The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Delhi Technological University for a sum of Rs.....\*\*\*(Rupees.....\*\*.....).

The letters referred to below shall form part of this contract Agreement: -

i)

ii)

iii)



.....\*\*

For & on behalf of the Delhi Technological University

Signature.....\*\*

Dated .....\*\*

Designation:

**(\*\* to be filled by EE)**

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I = NIL		
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## PROFORMA OF SCHEDULES

### SCHEDULE 'A'

Schedule of Quantities: Attached at Page No. 40-46

### SCHEDULE 'B'

Schedule of materials to be issued to the contractor.

Sl. No.	Description of Item	Quantity	Rates in figures & words at which the material will be charged to the contractor	Place of Issue
1	2	3	4	5
-NIL-				

### SCHEDULE 'C'

Tools and Plants to be hired to the contractor

Sl. No.	Description	Hire charges per day	Place of issue
1	2	3	4
Not Applicable			

### SCHEDULE 'D'

Extra schedule for specific requirements / documents for the work, if any : Attached as Terms and conditions

### SCHEDULE 'E'

Reference to General Conditions of Contract:-

{ General Conditions of Contract for CPWD Maintenance works-2020 and amendments amended/modified up to date (available on CPWD web site) }

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I = NIL		
O = NIL		

**Name of work** : **Servicing routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type Ac of different makes DTU Campus, Delhi.**

Estimate cost of Work : Rs.68,92,887/-

Earnest Money : Rs.1,37,858/-

Performance guarantee : 5% of tendered value

Security Deposit : 2.5% of the tendered value

## **SCHEDULE 'F'**

### **General Rules & Directions :-**

Officer Inviting Tender : Chief Project Officer, Engineering Cell, Delhi Technological University, Delhi

Maximum percentage for quantity of items of works to be executed beyond which rates are to be determined in accordance with Clause 12.2 & 12.3 : **See details under Clause 12 of this NIT**

### **Definitions :**

2(v) Engineer-in-Charge : Chief Project Officer, Engineering Cell, DTU, Shahbad Daulatpur, Delhi

2(viii) Accepting Authority : Chief Project Officer, Engineering Cell, DTU, Shahbad Daulatpur, Delhi

2(x) Percentage on cost of materials and labour to cover all overheads and profits. : **15%**

2(xi) Standard Schedule of Rates : **Market Rate**

2(xii) Department : **DTU (NCT Delhi)**

9(ii) Standard CPWD contract Form : **CPWD form 7 – (2020 Edition) and amendments amended/modified up to date (available on CPWD web site)**

### **Clause 1**

1(i) Time allowed for submission of Performance Guarantee, Programme chart (Time and Progress) and applicable labour licenses, registration with EPFO, ESIC and BOCW Welfare Board or proof of applying thereof from the date of issue of letter of acceptance : **7 Days**

1(ii) Maximum allowable extension With late fee @ 0.1% per day of Performance Guarantee amount beyond the period as provided in (i) above. : **7 Days**

### **Clause 2**

Authority for fixing compensation under clause 2 : **Vice Chancellor, DTU, Delhi**

### **Clause 2 A**

Whether clause 2A shall be applicable? : **No**

### **Clause 5**

C = NIL		Page   - 14 -
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O = NIL		

Number of days from the date of issue of : **14 Days**  
letter of acceptance for reckoning date of start

Mile stone(s): Not Applicable  
Time allowed for execution of work. : 12 (Twelve) Months

**Milestone(s) as per table given below.**

**Authority to decide:**

- (i) Extension of time: + **Chief Project Officer**, Engineering Cell, DTU,  
Shahbad Daulatpur, Delhi
- (ii) Rescheduling of mile stones **Chief Project Officer**, Engineering Cell, DTU,  
Shahbad Daulatpur, Delhi
- (iii) Shifting of date of start in case of delay in handing over of site **Vice Chancellor, DTU, Delhi**

**Clause 6, 6A**

Clause applicable (6 or 6A) : The clause 6A applicable for the work, whose  
Estimated cost put to tender is Rs. 15 Lakh &  
above

**Clause 7**

Gross work to be done together with net : **NA**  
payment/adjustment of advances for  
material collected, if any, since the last such  
payment for being eligible to interim  
payment.

**Clause 7 A**

**Whether Clause 7A shall be applicable** **NA**

**Clause 10A**

List of testing equipment to be provided by the : **As per scope of work and as per direction**  
contractor at site lab **of Engineer-in-Charge**

**Clause 10B(ii)**

Whether Clause 10 B (ii) & 10 B (iii) shall be : **No.**  
applicable?

**Clause 10C**

Component of labour expressed as percent : **NA**  
value of work

**Clause 10CA**

Materials covered under this clause	Nearest Materials (other than cement, reinforcement bars and structural steel) for which All India Wholesale Price Index to be followed	Base Price of all the materials covered under clause 10 CA *	
		Base Rate	Corresponding Period
Nil			

**Clause 10CC**

Clause 10CC to be applicable in contracts with : **Not Applicable**  
stipulated period of completion exceeding the period  
shown in the next column.

**Clause 11**

Specifications to be followed for execution of work : **CPWD General Specifications for Electrical Works 2013 with up to date correction slips, terms and conditions, additional conditions attached.**

**Clause 12**

**Type of Work** : **Maintenance Work.**

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O = NIL		

- 12.2 & 12.3 Deviation limit beyond which clauses 12.2 & 12.3 shall apply for building work. : No Limit
- 12.5 (i) Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for foundation work. (except items mentioned in earth work sub head in DSR related items) : No Limit
- (ii) Deviation limit for items mentioned on earth work subhead of DSR and related items. : No Limit

**Clause 16**

Competent Authority for deciding reduced rates

**Vice Chancellor, DTU, Delhi**  
 : (The total value of quantities of items at agreement rate for which the Executive Engineer or the official as defined above accepts substandard work in a contract does not exceed 5% of the contract value. In case total value of such items exceeds 5% prior approval of Competent Authority would be necessary)

**Clause 18**

List of mandatory machinery, tools & plants to be deployed by the contractor at site,

: As per scope of work and direction of Engineer-in-Charge.

**Clause 19C**

Engineer in charge authority to decide penalty for each default Clause

**19D**

Engineer in charge authority to decide penalty for each default Clause

**19G**

Engineer in charge authority to decide penalty for each default Clause

**19K**

Engineer in charge authority to decide penalty for each default Clause

**Clause-19:-**

The contractor shall obtain a valid license under the contract labour (R&A) Act, 1970: and the contract labour (Regulation & Abolition) Central Rules, 1971 before the Commencement of the work & continue to have a valid license until the completion of the work. The contractor shall also comply with provisions of the inter-state Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979

**Clause 19 L:**

The E.S.I. & E.P.F. Contribution on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of employer paid by the contractor shall be reimbursed by the Engineer-in-charge to the contractor on actual basis. The applicable & eligible amount of E.P.F. & E.S.I. shall be reimbursed preferably within 7 days but not later than 30 days of submission of documentary proof of payment provided the same are in order.

**Clause 25**

Constitution of Dispute Redressal Committee (DRC)

Vice Chancellor, DTU, Delhi

CPO or representative, of the work shall present the case before DRC but will not have any part in decision making.

**Clause 32 (i)**

Requirement of technical representative (s) and recovery rate(s).

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Sl. No.	Minimum Qualification of Technical Representative	discipline	Designation(Principal Technical/ Technical Representative)	Minimum Experience	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36(i)	
						Figure (Rs.)	Words
1	Graduate Engineer Or Diploma Engineer	Electrical	Principal Technical Representative	2 Years Or 5 Years	1 1	20,000/- each per month	Rs. Twenty thousand per month

Assistant Engineers retired from Government services that are holding Diploma will be treated at par with graduate Engineers.

**Clause 42**

i) (a) Schedule/statement for determining theoretical quantity of cement & bitumen on the basis of Delhi Schedule of Rates 2016 printed by CPWD : **Not Applicable**

Variations permissible on theoretical : **Not Applicable**

ii) quantities:-

**RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION**

S.No.	Description of Item	Rates in figures and words at which recovery shall be made from the contractor.	
		Excess use beyond Permissible Variations	Less use up to the permissible variation of design mix
NIL			

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I = NIL		
O = NIL		

**INTEGRITY PACT**

To,

.....  
.....  
.....

Sub: NIT No. .... for the work : **Servicing routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type AC of different makes DTU Campus, Delhi**

Dear Sir,

It is here by declared that DTU is committed to follow the principle of transparency, equity and competitiveness in public department.

The subject Notice Inviting of Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tender/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the DTU.

Yours faithfully,

Chief Project Officer

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**INTEGRITY PACT (Undertaking by Bidder)**

To,

Chief Project Officer,  
Engineering Cell, DTU  
Shahbad Daulatpur,  
Delhi-110042

Sub: Submission of Tender for the work of **Servicing routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type Ac of different makes DTU Campus, Delhi.**

**Dear Sir,**

I/We acknowledge that DTU is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) us an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that **THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE** of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by DTU. I/We acknowledge and accept the duration of the Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, DTU shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid is accordance with terms and conditions of the tender/bid.

Yours faithfully

(Duly authorized signatory of the Bidder)

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O = NIL		

To be signed by the bidder and same signatory competent/authorized to sign the relevant contract of behalf of PWD.

**INTEGRITY AGREEMENT**

This Integrity Agreement is made at.....on this.....day of.....20.....

**BETWEEN**

**Delhi Technological University represented through the Chief Project Officer, Engineering Cell, Shahbad Daulatpur, Delhi-110042 ..... Hereinafter referred as the ‘Principal/Owner’, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)**

**AND**

.....

(Name and Address of the Individual/firm/Company)

Through..... (Hereinafter to as the

(Details of duly authorized signatory)

“**Bidder/Contractor**” and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**Preamble**

WHEREAS the Principal /Owner has floated the Tender (NIT No.....) (hereinafter referred to as “**Tender/Bid**”) and intends to award, under laid down organizational procedure, contract for ..... (Name

of work)

hereinafter referred to as the “**Contact**”.

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations’, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor (s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as “**Integrity Pact**” or “**Pact**”), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, therefore, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witness as under:

**Article 1: Commitment of the Principal/Owner**

- 1) The Principal /Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
  - a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - b) The Principal/Owner will, during the Tender process treat all bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
  - c) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

**Article 2: Commitment of the Bidder(s)/Contractor(s)**

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- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards and report to the Government/Department all suspected acts of **fraud or corruption or Coercion or Collusion** of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
  - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
  - b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
  - c) The Bidder(S)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(S)/Contract(s) will not use improperly, (for the propose of completion or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business details, including information contained or transmitted electronically.
  - d) The Bidder(s)/Contractor(s) of foreign original shall disclose the names and addresses of agents/representatives of India, if any. Similarly Bidder(s)/Contractor(s) of India Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender on behalf of one manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
- 3) The Bidder (s)/Contractor (s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice **means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justify interest of other and/or to influence the procurement process to the detriment of the Government interest.**
- 5) The Bidder (s)/Contractor (s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/her reputation or property to influence their participation in the tendering process).

**Article 3: Consequences of Breach**

Without prejudice to any right that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right.

- 1) If the Bidder/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may be forever or for a limited period as decided by the Principal/Owner.**

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- 2) **Performance Guarantee/Security Deposit:** If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determine the contract or has accrued the right to terminate/determine the contract according to Article 3(1), the Principal/Owner, may in its considered opinion forfeit the entire amount of Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of Indian Penal code IPC/Prevention of Corruption Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same law enforcing agencies for further investigation.

**Article 4: Transgression**

- 1) The Bidder declares that no previous transgressions occurred in the last **7 years** with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken for banning of business dealing/holiday listing of the Bidder/Contractor as deemed fit by the Principal/Owner.
- 3) If the Bidder/Contractor can prove that he has restored/recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own direction, revoke the exclusion prematurely.

**Article 5: Equal Treatment of all Bidder(s)/Contractors/Subcontractors**

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub-contractors/sub- vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidder(s) and Contractors.
- 3) The Principal/Owner will disqualify Bidder(s), who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

**Article 6- Duration of the Pact**

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 Months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidder(s), till the Contract has been awarded. If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharge/determined by the Competent Authority, PWD.

**Article 7- Other Provisions**

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Head Quarters of the Division of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intensions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreements / Pact, any action taken by the Owner/Principal in accordance with this **Integrity Agreement/Pact or interpretation thereof shall not be subject to arbitration.**

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O = NIL		

**Article 8- LEGAL AND PRIOR RIGHTS**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....  
(For and on behalf of Principal/Owner)

.....  
(For and on behalf of Bidder/Contractor)

**WITNESSES:**

1. ....  
(Signature, name and address)

2. ....  
(Signature, name and address)

Place:

Date:

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**CONSENT LETTER**

I/we, hereby give my/our consent to work as Electrical/HVAC contractor till the completion of work and I/we will be responsible for necessary action to hand over the work and for rectification of defects and repair during the maintenance period. I/we will execute the work as per CPWD specification and addition conditions of the works.

I/we will also engage suitable engineer for the work as per condition of the work. I further certify that the above particulars pertaining to me are correct.

Contractor Signature

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I = NIL		
O = NIL		



**LETTER OF TRANSMITTAL**

**(For NON CPWD contractors and other experienced contractors)**

[On the Letterhead paper of the Tenderer, or partner Responsible Including full Postal address, telephone no., fax no. and E-Mail and cable address]

No.....

Date.....

To,

**Chief Project Officer,  
Engineering Cell, DTU  
Shahbad Daulatpur,  
Delhi-110042**

Name of Work:- **Servicing routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type AC of different makes DTU Campus, Delhi.**

Sir,

Having examined the details given in press Notice and bid document for the above work, I/We hereby submit the relevant information.

1. I/ We hereby certify that all the statements made and information supplied in the enclosed forms A,B,C&D (As applicable vide Para 1(B) & (C) and accompanying statement are true and correct.
2. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.

I/We submit the requisite certified Net Worth certificate and authorize the Chief Project Officer, Engineering Cell, Shahbad Daulatpur, Delhi-110042 to approach the certified CA issuing the Net Worth certificate to confirm the correctness thereof. I/We also authorize Chief Project Officer, Engineering Cell, Elect. Div., Delhi-110042.

3. To approach individuals, employers, firms and corporation to verify our competence and general reputation.
4. I/We submit the following certificates in support of our suitability, technical knowledge and capability for having successfully completed the following works:

Sl.No.	Name of Work	Certificate from

The firm should upload letter of transmittal on separate sheet duly stamped and signed. In case above space is insufficient.

Certificate : It is certified that the information given in the enclosed eligibility bid are correct. It is also certified that I / We shall be liable to be debarred , disqualified/ cancellation of enlistment in case any information furnished by me / us is found to be incorrect.

Enclosures:

Seal of bidder

Date of submission

SIGNATURE(S) OF BIDDERS (S)

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O = NIL		

**FINANCIAL INFORMATION**

## I. Financial Analysis –

- (a) Details to be furnished duly supported by figures in balances sheet / profit & loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).
- (b) The information supplied shall be the annual turnover on construction work of the bidder in term of the amount billed to client for each year for work in progress or completed.

<b>Financial Year</b>	<b>2023-22</b>	<b>2022-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2018-19</b>
Gross Annual turnover on Construction works					
Profit / Loss **					

## II. Financial arrangements for carrying out the proposed work.

## III. Net Worth Certificate issued by certified CA of the bidder in the prescribed Form "B-1".

\* Amount to be filled in all columns \*\* Loss to be shown in with (-) sign

Signature of Bidder(s).

Signature of Chartered Accountant with Seal.

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I = NIL		
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**FORM OF BANKER'S CERTIFICATE FROM A SCHEDULED BANK**

This is to certify that to the best of our knowledge and information that M/s / Sh..... having marginally noted address, a customer of our bank are/is respectable and can be treated as good for any engagement upto a limit of Rs.....(Rupees.....).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature) For the Bank

**NOTE:**

- (1) Banker's certificates should be on letter head of the Bank.
- (2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

**FORM FOR CERTIFICATE OF NET WORTH CHARTERED ACCOUNTANT**

It is to certify that to as per the audited balance sheet and profit & loss account during the financial year ....., the Net Worth of M/s..... (Name & Registered Address of individual/firm/company) as on ..... (the relevant date) is Rs. .... after considering all liabilities. It is further certified that the Networth of the company has not eroded by more than 30% in the last three years ending on (the relevant date)."

(Signature) of the CA .....  
 Name of the CA .....  
 Membership of ICAI .....  
 Date & Seal .....

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**DETAILS OF ELIGIBLE SIMILAR NATURE OF WORKS COMPLETED DURING THE LAST SEVEN YEARS ENDING LAST DATE OF MONTH PREVIOUS TO THE ONE IN WHICH TENDERS ARE INVITED SHALL ONLY BE CONSIDERED**

S. No.	Name of work / project and location	Owner or sponsoring organization	Cost of work in crores of rupees	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation / Arbitration cases pending / in progress with details *	Name and address / telephone number of officer to whom reference may be made	Whether the work was done on back to back basis Yes/ No
1	2	3	4	5	6	7	8	9	10

**DETAILS OF ELIGIBLE SIMILAR NATURE OF WORKS UNDER EXECUTION**

S. No.	Name of work / project and location	Owner or sponsoring organization	Cost of work in crores of rupees	Date of commencement as per contract	Stipulated date of completion	Upto date %age progress of work	Slow progress if any & reasons thereof.	Name and address / telephone number of officer to whom reference may be made	Remarks i/c grant of extension of Time with/without levy detail
1	2	3	4	5	6	7	8	9	10

\* Indicate gross amount claimed and amount awarded by the Arbitrator

SIGNATURE OF BIDDER(S)

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**PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "C"**

1. Name of Work/Project & Location
2. Agreement No.
3. Estimated Cost
4. Tendered Cost
5. Value of Actual work done  
**(For the purpose of amount of similar work, cost component of EI Work)**
6. Date of Start
7. Date of Completion
  - (i) Stipulated Date of Completion
  - (ii) Actual Date of Completion
8. Amount of Compensation levied for delayed completion, if any.
9. Amount of Reduced Rates Items, if any.
10. Performance Report
 

i) Quality of Work	Very Good/Good/Fair/Poor
ii) Financial Soundness	Very Good/Good/Fair/Poor
iii ) Technical Proficiency	Very Good/Good/Fair/Poor
iv) Resourcefulness	Very Good/Good/Fair/Poor
v) General Behavior	Very Good/Good/Fair/Poor

**Dated :**

**Executive Engineer or Equivalent  
Address & Phone No. :**

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## Assessment of Quality for completed as well as ongoing works

Name of Work:-

Date of Inspection:-

Date of submission of report:-

A. General Observation & Operational Aspects	Yes/No
1. Whether safety measures adopted at site as per CPWD Safety code and or govt. guidelines are adequate or not.	
2. Whether the Welfare facilities provided to labour as per clause 19 H of GCC for CPWD Works/and or govt. guidelines are adequate or not.	
3. Whether AHU getting automatically switched off and fire damps closed in case of fire signal	
4. Whether thimbles used for termination of wires in DBs, EBDs, & Panels?	
B. Quality of Work	Marks Assessed
1. If cladding done, observation on efficiency/ quality of cladding /Brick work	
2. Quality of internal electrification work	
3. Quality of DBs, EBDs, & Panels?	
4. Quality of E&D equipments, panels & feeder pillar.	
5. Quality of fire alarm system/ firefighting system	
6. Quality of air Conditioning work.	
7. Quality of Sub-station based on complete live diagram, capacitor panel, power factor, insulating mat, cleanliness, cable termination, earthlings pits, earthling of transformer / DG sets.	
Average marks (To be awarded out of 100 Marks based on average of marks assessed on each attribute mentioned at B above).	
<b>Note:-</b>	
1. All the above parameters may be considered for assessing the overall quality of work executed by the contractor.	
2. In case, any attribute is not applicable, the same may not be included in assessment and mentioned are not applicable (N/A)	
3. The works as assessed above shall be converted on a scale of 25/15 marks for completed/onging works respectively.	
4. In case of eligible completed works as well as ongoing works being more than one the maximum marks assigned for completed works and ongoing works will be equally distributed among the works	

Dated :

Executive Engineer or Equivalent  
Address & Phone No. :

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**FORM OF EARNEST MONEY (BANK GUARANTEE)**

WHEREAS, contractor, M/s..... (Name of contractor) (here in after called "the contractor") has submitted his tender dated ..... (date) for the work of ..... (name of work) (here in after called "the Tender")

KNOW ALL PEOPLE by these presents that we ..... (name of bank) having our registered office at ..... (hereinafter called "the Bank") are bound unto **Executive Engineer, North West, Elect. Div., PWD ISBT, Kashmere Gate, Delhi-110006.** (Name and division of Executive Engineer) (here in after called "the Engineer-in-Charge") in the sum of Rs. .... /- (Rs. in words ..... ) for which payment well and truly to be made to the said Engineer-in-Charge the Bank binds itself, his 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 after tender opening, the Contractor withdraws his tender during the period of validity of tender (including extended validity of tender) specified in the Form of Tender;
- (2) If the contractor having been notified of the acceptance of his tender by the Engineer-in-Charge:
  - (a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to contractor, if required;  
OR
  - (b) fails or refuses to furnish the Performance Guarantee, in accordance with the provisions of tender document and Instructions to contractor,  
OR
  - (c) fails or refuses to start the work, in accordance with the provisions of the contract and Instructions to contractor,  
OR
  - (d) fails or refuses to submit fresh Bank Guarantee of an equal amount of this Bank Guarantee, against Security Deposit after award of contract.

We undertake to pay to the Engineer-in-Charge **either** up to the above amount **or part thereof** upon receipt of his first written demand, without the Engineer-in-Charge having to substantiates his demand, provided that in his demand the Engineer-in-Charge will note that the amount claimed by him is due to him owing to the occurrence of one or any of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date\* ..... after the deadline for submission of tender as such deadline is stated in the Instructions to contractor or as it may be extended by the Engineer-in-Charge, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE .....

SIGNATURE OF THE BANK WITH SEAL

WITNESS .....

(SIGNATURE, NAME AND ADDRESS)

\* Date to be worked out on the basis of validity period of 6 months from last date of submission of tender.

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**FORM OF PERFORMANCE SECURITY (GUARANTEE)**  
**BANK GUARANTEE BOND**

1. In consideration of the Delhi Technological University (hereinafter called “the Government”) having agreed under the terms and conditions of agreement No. \_\_\_\_\_ dated \_\_\_\_\_ made between \_\_\_\_\_ and \_\_\_\_\_ {hereinafter called “the said contractor(s)”} for the work \_\_\_\_\_ (hereinafter called “the said agreement”) having agreed to production of an irrevocable Bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement,  
We \_\_\_\_\_  
(indicate the name of the Bank)  
(hereinafter referred to as “the Bank”) hereby undertake to pay to the Government an amount not exceeding Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) on demand by the Government.
2. We \_\_\_\_\_ do hereby undertake to \_\_\_\_\_ (indicate the name of the Bank)  
pay the amounts due and payable under this Guarantee without any demure, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor (s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only).
3. We, the said bank further undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.  
The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the contractor(s) shall have no claim against us for making such payment.
4. We \_\_\_\_\_ further agree that the guarantee \_\_\_\_\_ (indicate the name of the Bank)  
herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-Charge, on behalf of the Government, certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) accordingly discharges this guarantee.
5. We \_\_\_\_\_ further agree with the Government that \_\_\_\_\_ (indicate the name of the Bank)  
the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We \_\_\_\_\_ lastly undertake not to \_\_\_\_\_ (indicate the name of bank) revoke this guarantee except with the previous consent of the Government in writing.
8. This guarantee shall be valid upto \_\_\_\_\_ unless extended on demand by Government. Notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) and unless a claim in writing is lodged with us within Four Months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Dated the \_\_\_\_\_ day of \_\_\_\_\_

for \_\_\_\_\_  
(indicate the name of the Bank)

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## PERFORMANCE GUARANTEE

- 1) The contractor shall submit an irrevocable PERFORMANCE GUARANTEE of 3% (Three percent of the tendered amount) in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement, (notwithstanding and/ or without prejudice to any other provisions in the contract) within 15 days of issue of letter of acceptance. This period can be further extended by the Engineer-in-Charge upto a maximum period of 7 days on written request of the contractor stating the reason for delays in procuring the Bank Guarantee to the satisfaction of the Engineer-in-Charge.

This guarantee shall be in the form of Govt. securities or fixed deposit receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the form annexed hereto. In case a fixed deposit receipt of any Scheduled Bank is furnished by the contractor the Govt. as part of the performance guarantee & the Bank is unable to make payment against the said fixed deposit receipt, the loss caused thereby shall fall on the contractor and the contractor shall forth with on demand furnish additional security to the Govt. to make good the deficit.

- 2) A letter of acceptance shall be issued informing the successful tenderer of the decision of the competent authority to accept his tender and to submit the Performance Guarantee within 15 days in any of the prescribed form. On receipt of prescribed performance guarantee, necessary letter to commence the work shall be issued and site of work shall be handed over thereafter. In case of failure by the contractor to furnish the performance guarantee within the specified period, Government shall without prejudice to any other right or remedy available in law, be at liberty to forfeit of Earnest Money/ suspended for one year from DTU tendering process.
- 3) The Performance Guarantee shall be initially valid upto the stipulated date of completion plus 180 Days beyond that. In case the time for completion of work gets enlarged, the contractor shall get the validity of Performance Guarantee extended to cover such enlarged time for completion of work. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the contractor, without any interest.
- 4) The Engineer-in-Charge shall not make a claim under the performance guarantee except for amounts to which the Delhi Technological University is entitled under the contract (not withstanding and/ or without prejudice to any other provisions in the contract agreement) in the event of :-
- a) Failure by the contractor to extend the validity of the Performance Guarantee as described herein above, in which event the Engineer-in-Charge may claim the full amount of the Performance Guarantee.
- (b) Failure by the contractor to pay Delhi Technological University any amount due, either as agreed by the contractor or determined under any of the clauses/ conditions of the agreement, within 30 Days of the service of notice to this effect by Engineer-in-Charge.

In the event of the contract being determined or rescinded under provision of any of the clause/ condition of the agreement, the performance guarantee shall stand forfeited in full and shall be absolutely at the disposal of the Delhi Technological University.

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**AFFIDAVIT**

I/We have submitted a bank guarantee for the work:-

\_\_\_\_\_

(name of work).

Agreement No. \_\_\_\_\_

Dated \_\_\_\_\_ from \_\_\_\_\_

(Name of the Bank with full address)

to the CPO, DTU \_\_\_\_\_ with a view to seek exemption from payment of security deposit/performance guarantee/guarantee money for expansion joint / Elastomeric Bearings / Bituminous Macadam/ Dense Bituminous Macadam/ Bituminous Concrete work/ Bitumen Mastic work in cash. This bank guarantee expires on \_\_\_\_\_

I/We undertake to keep the validity of the bank guarantee intact by getting it extended from time to time at my/our own initiative upto a period of \_\_\_\_\_ months after the recorded date of completion of the work or as directed by the Engineer-in-Charge.

I/We also indemnify the Government against any losses arising out of non-encashment of the bank guarantee, if any.

**Deponent**

**(Signature of Contractor)**

Note:- The affidavit is to be given by the executants before a first class Magistrate.

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## GENERAL TERMS AND CONDITIONS

**Name of Work : Servicing routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type AC, of different makes DTU Campus, Delhi**

- 1 The work shall be carried out, as per CPWD general specifications for Air Conditioning, CPWD Maintenance Manual etc wherever applicable and as per direction of Engineer-in-charge.
- 2 The items are inclusive of wages of AC mechanic / Khallasi / Helper etc including reliever, spare parts and other material required during servicing and maintenance, including all taxes. The contractor will provide proper uniforms to the worker and their ESI/EPF will be deposited on regular basis, the employer share of ESI/EPF shall be reimbursed to the contractor, on production of proof of deposit of the same with respective govt. department.
- 3 The contractor shall take all precautions for safety of the workmen while carrying out the maintenance work, in case of any accident / mis-happening takes place to the workmen or third party during the course of maintenance, the department has no responsibility to pay compensation to the victim. However any compensation arising out shall be paid by the contractor itself.
- 4 All the cleaning material i.e. soap, duster, descaling agent vemi-clean, jet pump service with water four times in year, Carbon Tetra Chloride (CTC), Cleaning agent etc. shall be arranged by the contractor at his own cost for cleaning and servicing of ACs, etc. If cleaning of installation is not found satisfactory at any point of time, recovery @ Rs. 400/- per default shall be made from the contractor bills for WTAC / Split ACs / Water Cooler units.
- 5 The contractor shall furnish name & contact number of the persons, who should be contacted during routine and emergency services & display the same at prominent place at service centre.
- 6 No T&P shall be issued to the contractor, by the department.
- 7 The contractor shall maintain proof of attendance of workers registered on biometric system or on attendance register where biometric machine is not installed, in support of their claim of their bill, failure to-do-so shall attract a penalty @ Rs. 50/- per month per worker, which shall be deducted from their bills. The attendance should be periodically checked from JE (E) / AE (E) concerned.
- 8 The contractor shall prepare "**Fortnightly/Monthly**" duty charts with name and duty hours stated therein. The same shall be submitted to the JE (E) / AE (E) concerned at least seven days in advance before implementation of duty roster.
- 9 In case of any damage to any equipment due to negligence of the contractor's staff, the same will have to be made good by the contractor at his own cost. Failure to-do-so will attract a recovery at the actual rates in case it is to be got done through other agency.
- 10 Before the start of contract, the contractor is bound to submit the following details alongwith supporting papers of the workers proposed to be engaged by him. After receipt of confirmation of their suitability from Engineer-in-charge or his authorized representative, they shall be deployed on duty.
  - (A) Name & Postal Address with I.D. proof
  - (B) Photograph with specimen signature.
  - (C) Qualifications and experience.
  - (D) Bank Accounts Details
  - (E) ESI/EPF number, as applicable
  - (F) Aadhar Card of workers
- 11 The contractor is liable to replace the staff, in case the staff is involved in any mischievous activities and mis-conduct.
- 12 The contractors are advised to visit the site of work before quoting their rates, in order to get acquainted with site and ascertain the quantum of works as per inventory enclosed herewith.
- 13 It shall be entirely the responsibility of the contractor to ensure that no unlawful activity is done by his persons, while on duty. In case any theft/ loss of departmental property takes place due to negligence or carelessness of his personnel's, the contractor will be held responsible and shall have to make good the same.
- 14 **Terms of payment and other facilities for workers**
- 14.1 The contractor is bound to distribute the salary/ wages to his worker by 7th of each month, positively, by ECS / RTGS / NEFT.

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- 14.2 The contractor shall provide two sets of summer uniform (shirt, pant & black shoes) with name, designation of worker and name of agency stitched on it within 15 days from the start of work. Failing which a recovery @ Rs. 500/- per worker per month from the contractor bill shall be made.
- 14.3 Payment shall be made on the basis of monthly rates however if **AC Mechanic and Khallasi** is found absent from his duty, recovery shall be made at the following rates from the contractor's bill.
- (i) **AC Mechanic** – Rs. 1400/- per worker per shift after giving full rate in the bill deduction shall be effected
- Thereafter.
- (ii) **Khallasi** – Rs. 1200/- per worker per shift
- 15 **Terms of Payment for the contractor**
- 15.1 Payment to contractor shall be made after production of following proof :-
- (a) Documentary proof of disbursement of wages to the workers. The copy of ECS computerized transfer of payments of worker should be enclosed with every bill.
- (b) Copy of relevant period Sub Head wise attendance sheet registered as the biometric or physical attendance, where machine are not available.
- (c) Monthly labour report.
- 15.2 ESI & EPF shall be reimbursed on actual basis, after the production of documentary proof.
- 15.3 The payment to the contractor shall be made on quarterly basis, after satisfactorily completion of work.
- 16 Contractor shall provide 01 number mobile phone to each AC mechanic and same is informed to client department. Contractor shall not change the mobile number during the currency of agreement period. If mobile phone is found switched off for more than 4 hours, recovery shall be made @ Rs 100/- per mobile number.
- 17 The contractor has to make his own arrangements of the tools for use by his staff. Agency has keep sufficient tools and plants with their workmen at least one set for each mechanic. More over one gas charging kit, drill machine, bender, cutter etc. shall also be kept at site to minimize the repairing time.
- 18 The contractor shall depute the following staff in the shift of 08 Hours :-
- Delhi Technological University**
- i) AC Mechanic – 02 Nos. (As directed by Engineer-In-Charge)
- ii) Khallasi – 02 Nos. (As directed by Engineer-In-Charge)
- 19 Duty timing and place of duty will be decided by Engineer-In-Charge or his authorized representative and same can be change as per requirement at site.
- 20 Staff employed shall be trained and qualified, as per the CPWD manual Vol-III requirement.
- 21 The contractor shall employ only such persons, whose antecedents are satisfactory. Bio-data of the staff engaged, shall be submitted by the contractor to JE (E) before actual engagement on works. Person found fit will be allowed to be engaged on works.
- 22 The watch & ward of the inventory of installations in the building shall be the responsibility of the contractor during the period of the contract.
- 23 The staff employed for maintenance and repair shall be available at suitable place, as decided by the Engineer –in-Charge at site.
- 24 All the material required for the maintenance shall be arranged by contractor, keeping in view the exigencies of work.
- 25 After the contract period is over, the contractor shall hand over the installations in the same running conditions, as were taken over at the time of start of their contract.
- 26 The contract can be terminated by the department within 72hrs. notice & proportionate payment shall be made, if the contractor fails to provide the requisite service or regular staff is posted by the department at site.
- 27 Log & complaint books for STAC / WTAC shall be arranged by the firm without any extra cost. All Complaints attended shall be enclosed with the bill as photocopy of complaint book.
- 28 The Contractor will be responsible solely for all the technical / legal / labour disputes arising out during executing of the work. This includes any kind of accident, injuries and payment etc.
- 29 The services of the staff deputed by the contractor can be used occasionally at other sites in case of dire necessity for attending some urgent nature of complaints.
- 30 First aid box shall be arranged by the contractor at site of work. No extra payment shall be made on this account.

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- 31 The firm shall furnish certificate / undertaking from the labour employed by him that he will not claim security / continuity of the job from the department, at any stage of time.
- 32 The guarantee certificate of compressor repaired shall be submitted to the department giving S.No. & make of the compressor replaced. The record shall be produced with the bill for payment by the department.
- 33 **Scope of Work**
- 33.1 Servicing of the units shall be completed and units shall be made operational upto 31th of March 2023 failing which recovery @ 100/- per unit per day of delay shall be made from the contractor's Bill.
- 33.2 Any damage to the unit during servicing shall be made good by the contractor at his own cost. Unit shall be tested on site before taking out the units for servicing and discrepancies found if any shall be reported to the Junior Engineer. Unit shall be tested on site after servicing and discrepancies/ damage found if any that are not reported to the Junior Engineer before taking out the units for servicing shall be made good by the contractor at his own cost upto 31th of March 2024 failing which recovery @ double the cost of rectification of discrepancies/ damage shall be made from the payment due to the contractor.
- 33.3 Routine Maintenance of the WTAC / STAC will start from 15.03.2024. All complaint received from 9 AM to 5 PM shall be attended on the same day with working hours within 05 hours otherwise recovery @ Rs.200/- per complaint per day of delay shall be made from the contractor.
- 33.4 Filter of all the units shall be cleaned on fortnightly/monthly basis or when found dirty whichever is earlier failing which recovery @ Rs.500/- per unit per fortnightly/monthly for not cleaning of filter shall be made from the agency.
- 33.5 Agency has to replace worn out parts such as starting & running capacitors, starting relays, thermostat, selector switches, wire, fan blade, Blower, wiring kit, repairing or replacement of PCBs and other associated parts, gas charging in case of minor leakage shall be within the scope of comprehensive maintenance.
- 33.6 Agency has keep sufficient spares parts like capacitors, starting relays, PCB, selector switches, wire, fan blade. Blower, fan/blower motor, compressors, refrigerant and two times gas charging in year etc. readily available at site to avoid delay in repair work. All the major repair work shall be completed upto next working day after date of receipt of complaint failing which recovery @ 500/- per unit per day of delay shall be made from the contractor.
- 33.7 Staff deployed by the contractor may be asked to attend the site on sunday/public holiday as per requirement at site without any extra cost. In addition to above, staff strength shall be increased as per requirement at site for which nothing extra shall be paid.
- 33.8 Agency has to ensure that all the units shall be in good working condition during the period. If cleaning of coils of any unit is required during the season same shall be done by the agency under scope of routine maintenance and nothing extra shall be paid on this account.
- 33.9 Workmen of the Agency shall maintain record of complaints & preventive maintenance and same shall be produce to the departmental officer for checking as and when required.
- 33.10 The number of the units to be maintained in item of work are indicative and so same may vary in the numbers as per actual requirement at site for which nothing extra shall be paid on this account.
- 33.11 Replacement of worn out cooling & condenser coils, front grill, indoor & outdoor units, body of the AC unit, copper refrigerant piping & control cable, drain piping, shifting of units, painting work and other new work not directly associated with the comprehensive maintenance are not included in scope of comprehensive maintenance and shall be paid extra as per actual or shall be arrange by the department.
- 33.12 Dismantle material received from site shall be handed over to the Engineer-In-Charge or JE (E) for records under comprehensive maintenance.
- 33.14 The contractor will bring the compressors of same make as that of AC and for which challan no. Serial no. be clearly indicated in the bill, the dismantle for the compressors replaced shall be the property of department.
- 33.15 The contractor will always keep one compressor of each denomination at site so as to speedily carry out the maintenance.

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- 33.16 The contractor will bring 61 Kg refrigerant cylinder at site of work before the start of work and whenever the gas is charged, proper record has to be maintained for the purpose of authenticity of charging. When the cylinder brought to site is exhausted another cylinder will brought to site the contractor will maintain a separate register and duly signed by the JE/AE/Client as a proof of charging of refrigerant.
- 33.17 The contractor will maintain register/service report in which the details of servicing, gas charging, replacement of compressor be recorded duly signed by client, JE(E)/AE(E), without which no payment shall be made. The register has to be produce with all running bills.
- 33.19 Any new installed AC units shall also be maintained under this contract. However it may be under warrantee by OEM. No extra charge shall be claimed for the same. For replaced material warranty should be one season, if failure replacement with without cost and penalty will also impose as per Engineer-In-Charge.

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**(LIST OF APPROVED MAKES)**

**Name of Work : Servicing routine maintenance of air conditions of SAC, WAC, Cassette type and Tower type Ac of different makes DTU Campus, Delhi.**

<b>Sl.No.</b>	<b>Items</b>	<b>Make</b>
1.	Wires & Cables	: Havells / Finolex / Polycab / Plaza
2.	DC Inverter Rotary Compressor / Reciprocating compressor	: Carrier / Kirloskar / Hitachi / Panasonic / Toshiba / Tecumseh
3.	Outdoor / Indoor Motor	: Voltas / LG / Panasonic
4.	PCB's	: Daikin / Voltas / Mitesh / LG
5.	Any other Equipments	: As per prior approval of Engineer-in-Charge

**Note: -** The material of first/standard quality from the above approved makes are to be used. In case it is established that the brands specified above are not available in the market, contractor shall submit alternative proposal for the approval of the Engineer-In-Charge.

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## Schedule of Work

Name of work:- Servicing & Routine maintenance of Air Conditions of SAC, WAC, Cassette type and Tower Type AC of Different makes, DTU, Delhi

S.No.	Item Description	Qty	Unit	Rate	Amount
1	Inspection / checking of the following non-working AC by qualified technician and detect the problem and submit the report for repairing/requirement of the spare parts all complete as per direction of Engineer-in-Charge (Cost of spare parts shall be paid extra).				
a	Window AC 1.5 TR	70	Each	316.00	22120.00
b	Window AC 2 TR	80	Each	332.00	26560.00
c	Split AC 1.5 TR	70	Each	366.00	25620.00
d	Split AC 2 TR	270	Each	366.00	98820.00
e	Tower AC 4 TR	10	Each	1474.00	14740.00
f	Cassette AC 4 TR	120	Each	1474.00	176880.00
g	Split AC 1.5/2 TR Inverter	110	Each	1474.00	162140.00
2	Supplying and fixing of New PCB in replacement, compitable with AC complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	10	Each	1488.00	14880.00
b	Window AC 2 TR	17	Each	1488.00	25296.00
c	Split AC 1.5 TR	30	Each	3993.00	119790.00
d	Split AC 2 TR	56	Each	3993.00	223608.00
e	Tower AC 4 TR	5	Each	9896.00	49480.00
f	Cassette AC 2 TR	27	Each	9353.00	252531.00
3	Supplying and fixing of Repaired PCB in replacement all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	14	Each	734.00	10276.00
b	Window AC 2 TR	10	Each	784.00	7840.00
c	Split AC 1.5 TR	20	Each	784.00	15680.00
d	Split AC 2 TR	51	Each	784.00	39984.00
e	Tower AC 4 TR	10	Each	1468.00	14680.00
f	Cassette AC 2 TR	38	Each	4526.00	171988.00
4	Supplying and fixing of fan motor in exisitng AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	5	Each	2213.00	11065.00
b	Window AC 2 TR	12	Each	2414.00	28968.00
5	Supplying and fixing of fan motor indoor in exisitng AC with fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Split AC 1.5 TR	5	Each	2514.00	12570.00
b	Split AC 2 TR	13	Each	2715.00	35295.00
c	Tower AC 4 TR	5	Each	4827.00	24135.00
d	Cassette AC 4 TR	7	Each	5531.00	38717.00
e	Split AC 1.5/2 TR Inverter	5	Each	6316.00	31580.00

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6	Supplying and fixing of fan motor outdoor in existing AC with fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Split AC 1.5 TR	5	Each	2514.00	12570.00
b	Split AC 2 TR	21	Each	2615.00	54915.00
c	Tower AC 4 TR	5	Each	3470.00	17350.00
d	Cassette AC 4 TR	6	Each	3470.00	20820.00
e	Split AC 1.5/2 TR Inverter	5	Each	6839.00	34195.00
7	Supplying and fixing of Motor starting capacitor of approved make all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	10	Each	370.00	3700.00
b	Window AC 2 TR	10	Each	370.00	3700.00
c	Split AC 1.5 TR	11	Each	476.00	5236.00
d	Split AC 2 TR	55	Each	476.00	26180.00
e	Tower AC 4 TR	10	Each	792.00	7920.00
f	Cassette AC 4 TR	16	Each	792.00	12672.00
8	Supplying and fixing of swing motor in existing AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Split AC 1.5 TR	10	Each	792.00	7920.00
b	Split AC 2 TR	10	Each	792.00	7920.00
c	Tower AC 4 TR	10	Each	1584.00	15840.00
d	Cassette AC 4 TR	11	Each	1584.00	17424.00
9	Supplying and fixing of fan blade condenser in existing AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	5	Each	1157.00	5785.00
b	Window AC 2 TR	6	Each	1157.00	6942.00
c	Split AC 1.5 TR	10	Each	1257.00	12570.00
d	Split AC 2 TR	10	Each	1257.00	12570.00
e	Tower AC 4 TR	1	Each	2062.00	2062.00
f	Cassette AC 4 TR	4	Each	2062.00	8248.00
10	Supplying and fixing of blower fan indoor in existing AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	7	Each	1373.00	9611.00
b	Window AC 2 TR	7	Each	1373.00	9611.00
c	Split AC 1.5 TR	5	Each	1795.00	8975.00
d	Split AC 2 TR	10	Each	2006.00	20060.00
e	Tower AC 4 TR	5	Each	5808.00	29040.00
f	Cassette AC 4 TR	8	Each	5808.00	46464.00
11	Supplying and fixing of compressor reciprocating (new) all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	5	Each	10032.00	50160.00
b	Window AC 2 TR	5	Each	14256.00	71280.00
c	Split AC 1.5 TR	5	Each	12672.00	63360.00

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d	Split AC 2 TR	5	Each	14784.00	73920.00
e	Tower AC 4 TR	1	Each	43296.00	43296.00
f	Cassette AC 4 TR	1	Each	43296.00	43296.00
12	Supplying and fixing of rotary compressor new in existing AC with necessary fitting and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	5	Each	8976.00	44880.00
b	Window AC 2 TR	5	Each	13728.00	68640.00
c	Split AC 1.5 TR	5	Each	8951.00	44755.00
d	Split AC 2 TR	8	Each	13200.00	105600.00
13	Supplying and fixing of running capacitor in existing AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	15	Each	476.00	7140.00
b	Window AC 2 TR	36	Each	476.00	17136.00
c	Split AC 1.5 TR	50	Each	581.00	29050.00
d	Split AC 2 TR	90	Each	581.00	52290.00
e	Tower AC 4 TR	10	Each	950.00	9500.00
f	Cassette AC 4 TR	10	Each	950.00	9500.00
14	Supplying and fixing of Cooling Coil in existing AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	2	Each	5803.00	11606.00
b	Window AC 2 TR	3	Each	7915.00	23745.00
c	Split AC 1.5 TR	5	Each	6034.00	30170.00
d	Split AC 2 TR	5	Each	7945.00	39725.00
e	Tower AC 4 TR	1	Each	17952.00	17952.00
f	Cassette AC 4 TR	2	Each	17952.00	35904.00
15	Supplying and fixing of Condenser Coil in existing AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	2	Each	6864.00	13728.00
b	Window AC 2 TR	3	Each	8976.00	26928.00
c	Split AC 1.5 TR	3	Each	7075.00	21225.00
d	Split AC 2 TR	10	Each	9082.00	90820.00
e	Tower AC 4 TR	1	Each	20064.00	20064.00
f	Cassette AC 4 TR	1	Each	20064.00	20064.00
16	Supplying and fixing of Front Grill in existing AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	1	Each	1584.00	1584.00
b	Window AC 2 TR	1	Each	2112.00	2112.00
17	Supplying and fixing of Relay Contractor in existing AC with necessary fittings and labour all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	1	Each	634.00	634.00
b	Window AC 2 TR	1	Each	687.00	687.00
c	Split AC 1.5 TR	11	Each	792.00	8712.00

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d	Split AC 2 TR	21	Each	792.00	16632.00
e	Tower AC 4 TR	8	Each	1056.00	8448.00
f	Cassette AC 4 TR	37	Each	1257.00	46509.00
19	Supply and fixing of power cord 4 core 2.5 sq.mm				
a	Window A.C. / Split 1.5/2 TR	200	Mtr	148.00	29600.00
19	Supply and fixing of power cord 4 core 4 sq.mm				
a	Tower AC 4 TR	50	Mtr	265.00	13250.00
b	Cassette AC 4 TR	100	Mtr	265.00	26500.00
21	Supplying and testing of Nitrogen gas in ACs all complete as per direction of Engineer-in-Charge.				
a	Window AC 1.5 TR	19	Each	528.00	10032.00
b	Window AC 2 TR	45	Each	528.00	23760.00
c	Split AC 1.5 TR	26	Each	1056.00	27456.00
d	Split AC 2 TR	110	Each	1056.00	116160.00
e	Tower AC 4 TR	9	Each	2640.00	23760.00
f	Cassette AC 4 TR	60	Each	2640.00	158400.00
22	Supplying and refilling of refrigerant R-22 in ACs all complete in front of Engineer-in-Charge.				
a	Window AC 1.5 TR	21	Each	1901.00	39921.00
b	Window AC 2 TR	23	Each	2313.00	53199.00
c	Split AC 1.5 TR	21	Each	2313.00	48573.00
d	Split AC 2 TR	50	Each	2746.00	137300.00
e	Tower AC 4 TR	10	Each	7920.00	79200.00
f	Cassette AC 4 TR	10	Each	7920.00	79200.00
23	Supplying and refilling of gas refrigerant R-410 in ACs all complete in front of Engineer-in-Charge.				
a	Window AC 1.5 TR	10	Each	2112.00	21120.00
b	Window AC 2 TR	11	Each	2746.00	30206.00
c	Split AC 1.5 TR	25	Each	2746.00	68650.00
d	Split AC 2 TR	48	Each	3274.00	157152.00
e	Tower AC 4 TR	6	Each	9504.00	57024.00
f	Cassette AC 4 TR	30	Each	9504.00	285120.00
24	Supplying and refilling of gas refrigerant R-32 in ACs all complete in front of Engineer-in-Charge.				
a	Window AC 1.5 TR	10	Each	2112.00	21120.00
b	Window AC 2 TR	16	Each	2640.00	42240.00
c	Split AC 1.5 TR	20	Each	2640.00	52800.00
d	Split AC 2 TR	25	Each	3269.00	81725.00
e	Tower AC 4 TR	4	Each	9504.00	38016.00
f	Cassette AC 4 TR	1	Each	9504.00	9504.00
25	Dismantling of AC from site to store in DTU campus.				
a	Window AC 1.5 TR	8	Each	820.00	6560.00
b	Window AC 2 TR	5	Each	820.00	4100.00
c	Split AC 1.5 TR	10	Each	1230.00	12300.00
d	Split AC 2 TR	10	Each	1538.00	15380.00
e	Tower AC 4 TR	1	Each	3075.00	3075.00
f	Cassette AC 4 TR	1	Each	3075.00	3075.00
26	Installation and fixing of AC including loading AC from store and unloading the AC at site all complete as per direction of Engineer-in-charge.				

a	Window AC 1.5 TR	7	Each	718.00	5026.00
b	Window AC 2 TR	7	Each	718.00	5026.00
c	Split AC 1.5 TR	10	Each	1230.00	12300.00
d	Split AC 2 TR	10	Each	1230.00	12300.00
e	Tower AC 4 TR	1	Each	3588.00	3588.00
f	Cassette AC 4 TR	1	Each	4100.00	4100.00
27	Wet service of AC including taking out the AC and cleaning with chemical / washing and refixing the AC all complete as per direction of Engineer-in-charge.				
a	Window AC 1.5 TR	141	Each	420.00	59220.00
b	Window AC 2 TR	162	Each	420.00	68040.00
c	Split AC 1.5 TR	75	Each	513.00	38475.00
d	Split AC 2 TR	479	Each	513.00	245727.00
e	Tower AC 4 TR	13	Each	1230.00	15990.00
f	Cassette AC 4 TR	120	Each	1384.00	166080.00
g	Invertor Split AC	135	Each	769.00	103815.00
28	Supply and fixing of valve size of 5/8 inch for any type AC with fittings and labour all complete as per direction of Engineer in charge.	5	Each	2112.00	10560.00
29	Supply and fixing of valve size of 3/8 inch for any type AC with fittings and labour all complete as per direction of Engineer in charge.	5	Each	1584.00	7920.00
30	Supply and fixing of valve size of 1/2 inch the AC with fittings and labour all complete as per direction of Engineer in charge.	5	Each	1584.00	7920.00
31	Supply and fixing of valve size of 1/4 inch the AC with fittings and labour all complete as per direction of Engineer in charge.	5	Each	1373.00	6865.00
32	Supply and fixing of valve size of 3/4 inch in the AC with fittings and labour all complete as per direction of Engineer in charge.	5	Each	1901.00	9505.00
35	Supply and fixing of drain motor pump including all complete as per direction of Engineer-in-charge.				
a	Tower AC 4 TR	2	Each	6336.00	12672.00
b	Cassette AC 4 TR	25	Each	6336.00	158400.00
36	Supply and fixing of drain sensor including necessary fittings and labour all complete as per direction of Engineer-in-charge.				
a	Tower AC 4 TR	1	Each	2428.00	2428.00
b	Cassette AC 4 TR	25	Each	2429.00	60725.00
37	Supply and fixing of High Pressure switch with necessary fittings and labour all complete as per direction of Engineer-in-charge.				
a	Tower AC 4 TR	5	Each	2112.00	10560.00
38	Supply and fixing of Low Pressure switch with necessary fittings and labour all complete as per direction of Engineer-in-charge.				
a	Tower AC 4 TR / Tower AC 4 TR	5	Each	2112.00	10560.00

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39	Supply and fixing of sensor for condenser or cooling coil with necessary fittings and labour all complete as per direction of Engineer-in-charge.				
a	Sensor for condenser	100	Each	739.00	73900.00
40	Supply and fixing of copper piping with necessary fittings and labour all complete as per direction of Engineer-in-charge.				
a	Split AC 1.5 TR	100	Mtr	1127.00	112700.00
b	Split AC 2 TR	200	Mtr	1191.00	238200.00
c	Tower AC 4 TR	10	Mtr	1584.00	15840.00
d	Cassette AC 4 TR	40	Mtr	1584.00	63360.00
41	Supply and fixing of insulation with necessary fittings and labour all complete as per direction of Engineer-in-charge.				
a	Split AC 1.5 TR	100	Mtr	50.00	5000.00
b	Split AC 2 TR	200	Mtr	60.00	12000.00
c	Tower AC 4 TR	100	Mtr	126.00	12600.00
d	Cassette AC 4 TR	150	Mtr	126.00	18900.00
42	Supply and fixing of flexible pipe with required size and necessary fittings and labour all complete as per direction of Engineer-in-charge.				
a	Split AC 1.5 TR/ 2 TR	50	Mtr	20.00	1000.00
43	Supply and fixing of drain pipe with required size and necessary fittings and labour all complete as per direction of Engineer-in-charge.				
a	Split AC 1.5 TR	100	Mtr	84.00	8400.00
b	Split AC 2 TR	300	Mtr	84.00	25200.00
c	Tower AC 4 TR	30	Mtr	101.00	3030.00
d	Cassette AC 4 TR	60	Mtr	101.00	6060.00
44	Cutting round hole by core drill machine 2.5" with necessary fitting and labour as per direction of Engineer in charge.	10	Each	123.00	1230.00
45	Cutting and chases the wall all complete i/c labour and equipment as per direction of Engineer in charge (Including scaffolding for all height upto 15.00 mtr.)	20	Mtr	123.00	2460.00
46	Supply and fixing of Tray of size for window ac 15x27 inch as per direction of Engineer in charge (Including scaffolding for all height upto 15.00 mtr)				
a	Window AC 1.5 TR / 2 TR	100	Each	581.00	58100.00
47	Supply and fixing of iron stand including fastener, screw etc all complete as per direction of Engineer-in-charge. (Including scaffolding for all height upto 15.00 mtr)				
a	Split AC 1.5 TR	10	Each	687.00	6870.00
b	Split AC 2 TR	10	Each	687.00	6870.00
48	Supply and fixing of rewinding of fan motor (indoor) all complete as per direction of Engineer-in-charge.				

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a	Split AC 1.5 TR	10	Each	845.00	8450.00
b	Split AC 2 TR	10	Each	898.00	8980.00
c	Tower AC 4 TR	10	Each	1584.00	15840.00
d	Cassette AC 4 TR	10	Each	1584.00	15840.00
49	Supply and fixing of rewinding of fan motor (outdoor) all complete as per direction of Engineer-in-charge.				
a	Split AC 1.5 TR	5	Each	845.00	4225.00
b	Split AC 2 TR	5	Each	898.00	4490.00
c	Tower AC 4 TR	5	Each	2112.00	10560.00
d	Cassette AC 4 TR	5	Each	2112.00	10560.00
50	Supply and fixing of indoor for split AC complete as per direction of Engineer in charge.				
a	Split AC 1.5 TR	3	Each	13193.00	39579.00
b	Split AC 2 TR	3	Each	14256.00	42768.00
			<b>Total</b>		<b>6892887</b>

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