



**OFFICE OF THE MISSION DIRECTOR  
NATIONAL RURAL HEALTH MISSION**

JANA PATH, HOUSE NO: 16, KHANAPARA, GUWAHATI-22

PH.NO: 0361-2363062; TELE-FAX: 0361-2363058

No. NRHM/AMC-AC Maintenance/HQ/1023/11/6395

Dated : 8<sup>th</sup> June'2011

**SHORT QUOTATION NOTICE (Re-invitation)**

Sealed quotations affixing non refundable court fee stamp of Rs. 8.25 is hereby invited from the intending **firm /contractor** for Annual Maintenance of Air Conditioner machine of the O/O the Mission Director, NRHM, Assam, Khanapara, Guwahati under the National Rural Health Mission, Assam as per following specification and terms and conditions as appended in Annexure-I

**A) Description of the A/C machines for Annual Maintenance --**

SL.	Capacity	Qty.	Make
1.	0.8 ton	06	Make : Samsung
2.	1 ton	10	Make : Samsung – 8 nos. Make : Voltas – 1 no. Make – Onida – 1 no.
3.	1.5 ton	15	Make : Samsung
4.	2 ton	04	Make : Samsung
5.	Starter & Stabilizer for A/C machines	35	

**B) The following documents are to be duly enclosed with the quotation :**

1. PAN No. and VAT No. with copy.
2. Experience certificate of similar nature works taken up during last 5(five) years.
3. The rate quoted shall include all statutory taxes as per current Govt. rules in the state.
4. The rate should be quoted including cost of spares / materials required during maintenance.
- 5.. The rate should be quoted both in figure and words.

**C) Terms & Conditions -**

- (i) The interested firm / contractor is requested to submit quotation on 20-06-2011 before 2:00 p.m. in the office undersigned.
- (ii) The undersigned reserved the right to accept or reject any or whole of the quotation without assigning any reason
- (iii) The undersigned does not bind himself to accept the lowest or any other rates.
- (iv) The decision of the Mission Director, NRHM will be final in all cases.

**D) Special Terms & Conditions -**

Special Terms & conditions may be seen on <http://www.nrhmassam.in>

Sd/-  
Addl. Mission Director, NRHM  
Khanapara, Guwahati-22

## SPECIAL TERMS AND CONDITION

Name of work :           Comprehensive and preventive Annual Maintenance of A/C machines in NRHM office at Khanapara

1. All the A/C installed at NRHM office complex should remain functional continuously throughout the year. The firm / contactor should provide regular supervision of the machines with required qualified staffs.
2. The contractor / firm should possess the required T&P materials like gas cylinder, flaring tools, clamp gas charging pipe, vacuum pump, leak detector etc.
3. The required spare materials should be kept ready at site so that it can be used immediately as and when required. The maintenance rate quoted should cover the cost of spares and no any payment for any type of spare parts will be paid separately.
4. The engaged staff should have suitable coverage by insurance package so that they can claim their benefits in case of any disaster. This office will not entertain any sort of compensation, accidental benefit to any staff of the firm / contactor in case of accident.
5. All damaged materials should be replaced by the firm / contractor immediately to prevent from any sort of breakdown.
6. A register will be maintained in this office for recording periodical checking of A/C machines should be signed by the in-charge of the firm. The reporting time & date of defect of any A/C machine will be in the register.
7. Replaced materials should be of same brand as the brand of the machine.
8. During the contract period, the firm / contractor will be fully responsible for the malfunction of any machine.
9. Engaged staff should be provided by the firm / contractor with identity cards.
10. Penalty will be imposed upon the firm / contractor, if any A/C machine remains non functional more than 24 (twenty four) hours from report time of defects @ Rs. 210/- per day.
11. Any legal dispute over the implementation of the provisions of the terms of reference if arises will be settled within the jurisdiction of Assam only.
12. The work shall be carried out in accordance with general specification for electrical works and Electricity Rules 1956 as amended up to date as and as per all relevant I.S. codes and Indian Electricity Rules.
13. Sales Tax, excise duty, octroi or any tax livable on materials in respect of contract shall be payable by the firm / contractor. The department will not entertain any claim what so ever in this respect.
14. The contractor / firm have to submit 5% security deposit in the form of Call Deposit / Fixed deposit in favour of State Health Society, Assam during allotment of work.

Sd/-  
Addl. Mission Director, NRHM  
Khanapara, Guwahati-22