



केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार  
**CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR**  
(Deemed to be University, MHRD, Govt. of India)  
Kokrajhar, BTAD, Assam 783370

**NOTICE INVITING TENDER**

**Tender Ref. No: CITK/MC/AMC/Water Purifier/225/2019/504; 09/09/2019**

Dates of issue of Bid Document From	:	11/09//2019 to 26/09/2019
Tender Forms also Available at Website	:	<a href="http://www.cit.ac.in">www.cit.ac.in</a>
Tenders will be received Up to	:	26/09/2019 Time 15.00 hrs.
Date of opening of Technical Bid	:	26/09/2019 Time 16.00 hrs.
Date of opening of Financial Bids	:	27/09/2019 Time 16.00 hrs.
Cost of Tender Fee (Non-refundable)	:	Rs. 500/-
EMD (Refundable)	:	Rs. 6,000/-

1. For and on behalf of the **Registrar, Central Institute of Technology, Kokrajhar**, tender are invited for Comprehensive Annual Maintenance Contract for Water Coolers cum Water purifiers /RO as per **annexure-3** at Central Institute of Technology, Kokrajhar Complex for the period of one year & further extendable for one or more year(s) on same terms & condition as mutually agreed between Registrar CITK & vendor. Reputed firms should have adequate experience in the maintenance of Water Coolers/Water Purifiers of Government Organization/PSU/Super Specialty Hospital/ Teaching Institute/ Corporate Organization etc. and should have qualified mechanics on their roll.
2. The limited tender must be dropped in sealed cover prominently marked as **COMPREHENSIVE ANNUAL MAINTANACE CONTRACT FOR, DRINKING WATER COOLERS CUM WATER PURIFIERS BELONGING TO CENTRAL INSTITUTE OF TECHNOLOGY, KOKRAJHAR** to the undersigned latest **by 15.00 hrs on 26/09/2019**. Limited Tenders may be dropped in the limited tender box kept in **Maintenance Cell Room No 115, Ground floor, Administrative Block, CITK**. The limited tenders will be opened on **26/09/2019 at 16.00 hrs.** in the presence of the available tenderers or their representatives.
3. Bidders have to submit demand draft of Rs. 500/- (non-refundable) as cost of tender fee and **Rs. 6,000/- (refundable)** in the favour of "CENTRAL INSTITUTE OF TECHNOLOGY, KOKRAJHAR" payable at "KOKRAJHAR" on amount of EMD/BID Security or in place of Bid security, bidders may submit a bid security declaration as per annexure - 4. The EMD will be returned to successful bidder after finalization of the tender and submission of performance security as mentioned in the tender document. **No interest is payable on EMD/ BID Security. EMD/ BID security will be returned to all unsuccessful bidders after finalization of the tender. EMD/ BID security of the successful bidder may also be adjusted against the performance security.**
4. Intending eligible bidders may obtain a copy of bid documents from the office of **Registrar, CIT, Kokrajhar** or by downloading it from the official website of CIT, Kokrajhar [www.cit.ac.in](http://www.cit.ac.in)

**Sd/-**

**Registrar, CIT Kokrajhar**

## **Terms and conditions of the contract shall be as under-**

1. Limited Tenders from only those firms will be entertained which are registered for the subject of the CAMC and having GST No., PAN No. and supporting documents to establish that the firm has adequate experience in maintenance of water coolers /water purifiers etc. Bids will be valid for 180 days from the date opening of bid.
2. The Limited tenders should be accompanied with the Earnest Money Deposit of **Rs.6,000/- (Rupees Six Thousand) only** in the form of Demand Draft in favour of **“CENTRAL INSTITUTE OF TECHNOLOGY, KOKRAJHAR”** payable at **“KOKRAJHAR”** or in place of Bid security, bid security declaration signed by bidders as per annexure-4.
3. **It shall be obligatory on the part of the contractor to carry out repair/ maintenance of water coolers/water purifiers under his direct control and supervision and under no circumstances the work shall be assigned to sub- contractor.**
4. The term Comprehensive Annual Maintenance Contract shall include servicing, tank washing through chemical, gas filling, replacement of compressor, filter, thermostat, UV lamp, all kind of motor, capacitors, fan blade wiring, all kinds of plug, pads and replacement/repair of all other parts which are required to make the machines in working condition during the currency of the contract at the exclusive risk, responsibility and cost of the contractor.
5. The party will perform servicing of all the water coolers and water purifiers/ROs Machine at least four times in a year in a periodical manner. It is also obligatory on the part of contractor to service twice during the currency of the contract i.e. in the semester gap of the academic calendar of the institute.
6. For regular and proper maintenance of the water coolers and water purifiers for instantaneously attending to complaints received, it shall be obligatory on the part of the contractor to depute sufficient number of qualified mechanics on all working days throughout the period from 9.00 AM to 6.00 PM. At least two mechanics shall remain to attend the complaints received from the users of water coolers/ water purifiers during the period of contract. If any eventuality arises, the **Central Institute of Technology, Kokrajhar** shall be within its competence to requisition the services of the mechanics on Sunday/ holidays and beyond office hours without payment of any additional remuneration. The contractor shall also keep sufficient stock of spare parts which may be required for replacement in the event of the above equipment becoming non- functional or defective, during the currency of the contract.
7. The work shall be carried out in the premises of the Department. Only such work execution of which is not possible in the premises of this Department may be allowed to be done in the workshop of the firm. In no case, any water coolers/ water purifiers or parts thereof shall be taken out of the premises without formal written permission of the CITK.
8. The contractor shall be responsible for smooth and satisfactory working of the water coolers and water purifier and shall obtain certificate from the user at periodic intervals to the effect that the water coolers/ water purifiers have been working satisfactory during the period of the contract and have not remained out of order for want of maintenance/ repairs. Proportionate deductions shall be made from the bill in case equipment remains out of order for more than 24 hours on each occasion from the time of complain logged through e-mail or over phone conversation with contractor and designated officials of CITK. **In case of delay by more than 24 working hours in attending to maintenance call given by, contractor will be charged a penalty of Rs. 2000/- (Rupees Two Thousand) only per day.**
9. The successful contractor shall be required to do the work during the entire period of contract at the rates approved on the basis of the limited tender offer. If due to any reason, the firm is not able to do the work, the same shall be got done from some other firm or from the open market at the risk & cost of the contractor and the expenditure incurred thereon shall be recovered from the contractor. This may even entail the termination of the contract and forfeiture of the performance security.
10. The **Central Institute of Technology, Kokrajhar** shall not provide any labour to the contractor for lifting or transportation of the water coolers/water purifiers during the period of the contract.
11. The contractor shall be responsible for payment of wages/ settlement of dues with workers engaged by the firm as per prevailing labour / wage laws in force in Kokrajhar, BTAD, Assam and the **Central Institute of Technology, Kokrajhar** shall not be a party to any dispute between the contractor and workers.
12. The contractor shall be responsible for handing over all the water coolers/ water purifiers in working condition along with all the accessories to the **Central Institute of Technology, Kokrajhar** on the expiry of the contract and the cost of shortcoming, if any, shall be borne by the outgoing contractor.

13. The damage caused, if any, either to Water coolers / Water purifiers or to any other property of the Government through negligence or otherwise, shall be at the risk, cost and responsibility of the contractor. The financial or any other loss suffered by the Government on this account shall be made good by the contractor and decision of the **Central Institute of Technology, Kokrajhar** in this context shall be binding on the contractor.
14. The contract shall cover all the water coolers/ water purifiers installed in the **Central Institute of Technology, Kokrajhar** premises and also installed in the hostel located outside of the institute premises.
15. No extra payment/compensation whatsoever on account of natural calamity/ accident or otherwise will be made to the firm except the offered rates permitted under this contract.
16. No advance payment will be made. Payment will be made in half yearly basis of the CAMC period. A certificate from the user department towards satisfactory completion of the work will be obtained by the firm and submitted along with bills.
17. The **Central Institute of Technology, Kokrajhar** reserves the right to reject or to accept any quotation, whole or in part without assigning any reason thereof. It will also not be obligatory on the **Central Institute of Technology, Kokrajhar** to accept the lowest quotation and no explanation shall be given with regard to reason for rejection of quotation of any limited tender. The **Central Institute of Technology, Kokrajhar** also reserves the right to extend/ renew the contract for such period(s) as it may deem necessary taking into account, of course, the satisfactory services rendered by the contractor during the currency of the contract.
18. No conditional bids will be accepted and such bids are liable to be summarily rejected by the competent authority at its discretion.
19. The **Central Institute of Technology, Kokrajhar** reserves the right to terminate the CAMC in full or part at any time during the contract period if the services of the contractor are not found satisfactory. In all matters of dispute relating to the proposed CAMC, the decision of the **Central Institute of Technology, Kokrajhar** in both cases shall be final and binding on the contractor.
20. Water coolers/water purifiers etc. those are under warranty period will be added in the contract after completion of their warranty Period for which the pro rata amount may be paid as per the offered unit rates of limited tender.
21. The limited tenderer whose tender is finally accepted, shall have to furnish performance security of a sum equivalent to **10%** of the contract Amount by means of FDR/DD/Performance bank guarantee of any Commercial bank pledged in favor of "Registrar, **Central Institute of Technology, Kokrajhar**". The earnest money shall be returned to the successful bidder after depositing of performance security.
22. **Arbitration:**-If any dispute arises between the parties in connection with or arise out of, the Contract which is not resolved amicably within the period of 30 days, thereafter matter shall be referred to the Arbitration within two weeks by either of the parties under the provision of Arbitration and Conciliation Act, 1996.
23. **FORCE MAJEURE:** If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract.
24. Any dispute is subject to jurisdiction of Kokrajhar Court only.
25. ***It may be specifically noted that the bids not meeting even the basic cost of the inputs i.e. unreasonably low prices just to undercut and obtain contract are liable to be ignored to maintain the required standards of work being awarded.***

**ANNEXURE-1**  
**QUOTATION FORM**

**COMPREHENSIVE ANNUAL MAINTANACE CONTRACT FOR, DRINKING WATER COOLERS  
CUM WATER PURIFIERS BELONGING TO CENTRAL INSTITUTE OF TECHNOLOGY,  
KOKRAJHAR FOR THE YEAR 2019-20**

1. Name of the tenderer (in Block letters)
2. Address
3. Telephone No.
4. Bank Draft No & date
5. Amount of Draft
6. Name of the Bank
7. Registration No. of the firm (Please  
enclose the copy of registration)
8. GSTNo.
9. Experience in maintenance of water coolers/water purifiers/RO in Govt. Department/ organization:-

Name of Deptt/Org.	Period	Nos. of water coolers/ Water purifiers/RO contract/ maintained
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I/we hereby declare and affirm that I/we have read and understood the terms and conditions of the Contract as stipulated in the limited tender notice **CITK/MC/AMC/Water Purifier/225/2019/504**. Accordingly, I/ we hereby accept the terms and conditions and offer the rate for maintenance of water coolers and water purifiers and RO at ANNEXURE-2.

Signature\_\_\_\_\_

Name\_\_\_\_\_

—  
(in Block letters)  
Official seal of the firm

**Annexure -2**

**FINANCIAL BID**

<b>Description of Services</b>	<b>Amount</b>	<b>GST</b>	<b>Total Amount Inclusive of All Taxes.</b>
Comprehensive Annual Maintenance Contract Of Water coolers & Water purifiers (various makes & models including RO) as per details enclosed at Annexure- 3			
Total amount in words			

I/We hereby undertake that we shall make good any loss/damage caused to Water coolers/Water purifiers/RO unit or any other property of the Government through our negligence. I/We also undertake that the decision of the Registrar Central Institute of Technology, Kokrajhar to in this regard as well as the matter of dispute arising due to the provision of this contract shall be final and binding on us. I/We undertake not to make any representation against the decision of the Registrar CITK.

Signature\_\_\_\_\_

Name \_\_\_\_\_

(In Block letters)

Official seal of the firm

**Annexure - 3**  
**Details of Water Coolers cum Water Purifiers/ RO installed in below mentioned locations**

Sl No	Brand name/ Mfg by	Model No	Serial No	Location
1	Blue Star	SDLX100	SDLX1001 7V00004	Dining Hall
2	Blue Star	SDLX100	SDLX1001 7V00010	Dining Hall
3	RO water Purifier	AG PC 80-RO	322150916 6000778	Central Canteen
4	RO water Purifier	AG PC 80-RO	322150916 6000782	Central Canteen
5	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000521	Guest House
6	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000520	SNM Boys Hostel, Dining Hall
7	Aquamall Water Solution Limited	AG FSS 80-UV	322240305 6000004	SNM Boys Hostel, Dining Hall
8	Aquamall Water Solution Limited	Aquasure Crystal	BD12- 8024995	SNM Boys Hostel, Dining Hall
9	Aquamall Water Solution Limited	AG FSS 80-UV	322130814 6000421	SNM Boys Hostel, G. Floor Wing B
10	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	322330307 6000281	SNM Boys Hostel, 1st Floor Wing B
11	Aquamall Water Solution Limited	AG FSS 80-UV	322130815 6000373	SNM Boys Hostel, 2nd Floor Wing B
12	Aquamall Water Solution Limited	AG FSS 80-UV	322131014 6000635	SNM Boys Hostel, 2nd Floor Wing A
13	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000509	SNM Boys Hostel, 1st Floor Wing A
14	Aquamall Water Solution Limited	AG FSS 80-UV	322240305 6000011	SNM Boys Hostel, G. Floor Wing A
15	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000510	Admin. Building, near Engg. Cell
16	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000531	Academic I, 1st floor near Room No 239
17	Aquamall Water Solution Limited	Aquasure Crystal	BD09- 8036359	Academic I, 1st floor
18	Aquamall Water Solution Limited	Aquaguard CCP	D11- 6000143	Academic I, 2nd floor
19	Aquamall Water Solution Limited	Aquasure Crystal	BD09- 8036359	Academic I, G. Floor
20	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000527	Academic II, G. Floor, Near FET Lab
21	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000513	Academic II, 1st Floor, Near stairs
22	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000516	Academic II, 2nd Floor
23	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000513	Academic III, 1st Floor, near new physics lab

2 4	Aquamall Water Solution Limited	AG FSS 80-UV	322130416 6000011	Academic III, G. Floor, near Seminar Hall
2 5	Aquamall Water Solution Limited	AG FSS 80-UV	322130416 6000009	Academic III, G. Floor, near Seminar Hall
2 6	Aquamall Water Solution Limited	AG FSS 80-UV	322130416 6000003	Academic III, G. Floor, near Gallery 3
2 7	Aquamall Water Solution Limited	AG REVIVA RO+ UV+MTDS	122911206 6002425	Health Center
2 8	Aquamall Water Solution Limited	Aquasure Crystal	BD10- 8005373	Health Center
2 9	Aquamall Water Solution Limited	AGCCP	6000029	Quarter A1
3 0	Aquamall Water Solution Limited	Dr. AG Classic	122731006 6045865	Quarter A1
3 1	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	322330307 6000288	G. S Girls Hostel, G Floor
3 2	Aquamall Water Solution Limited	AG FSS 80-UV	322331115 6000179	G. S Girls Hostel, G Floor
3 3	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000532	G. S Girls Hostel, 1st Floor
3 4	Aquamall Water Solution Limited	AG FSS 80-UV	322131115 6000488	G. S Girls Hostel, 1st Floor
3 5	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	322330107 6000165	G. S Girls Hostel, 2nd Floor
3 6	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	322330107 6000169	G. S Girls Hostel, 2nd Floor
3 7	Aquamall Water Solution Limited	AG FSS 80-UV	322131016 6000600	G. S Girls Hostel, Dining Hall
3 8	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	322330307 6000284	G. S Girls Hostel, Dining Hall
3 9	Aquamall Water Solution Limited	AG FSS 80-UV	322131113 6000526	Boukhungri Girls Hostel
4 0	Aquamall Water Solution Limited	Missing	Missing	Boukhungri Girls Hostel
4 1	Aquamall Water Solution Limited	Aquasure Crystal	BD08- 8008714	Boukhungri Girls Hostel
4 2	Aquamall Water Solution Limited	Aquasure Crystal	BD08- 8008695	Boukhungri Girls Hostel
4 3	Aquamall Water Solution Limited	Aquasure Crystal	BD12- 8024743	Tengapara Girls Hostel
4 4	Aquamall Water Solution Limited	AG FSS 80-UV	322131115 6000503	JD Boys hostel, Wing B, Ground Floor
4 5	Aquamall Water Solution Limited	AG FSS 80-UV	322130116 6000713	JD Boys hostel, Wing A, Ground Floor
4 6	Aquamall Water Solution Limited	AG FSS 80-UV	322130116 6000711	JD Boys hostel, Wing A, 1st Floor
4 7	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	322330807 6000375	JD Boys hostel, Wing B, 1st Floor

48	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	3223306076000223	JD Boys hostel, Wing B, 2nd Floor
49	Aquamall Water Solution Limited	AG FSS 80-UV	3221309166000534	JD Boys hostel, Wing A, 2nd Floor
50	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	3223306076000221	JD Boys hostel, Wing A, 3rd Floor
51	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	3223306076000228	JD Boys hostel, Wing B, 3rd Floor
52	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	3223306076000226	SJ Boys hostel, Wing A, Ground Floor
53	Aquamall Water Solution Limited	Missing	Missing	SJ Boys hostel, Wing B, Ground Floor
54	Aquamall Water Solution Limited	AG FSS 80-UV	3221311156000499	SJ Boys hostel, Wing A, 1st Floor
55	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	3223306076000227	SJ Boys hostel, Wing B, 1st Floor
56	Aquamall Water Solution Limited	AG FSS 80-UV	3221311156000501	SJ Boys hostel, Wing B, 2nd Floor
57	Aquamall Water Solution Limited	AG FSS 80-UV	3221311156000501	SJ Boys hostel, Wing A, 2nd Floor
58	Aquamall Water Solution Limited	AG FSS 80-UV	3221310166000599	SJ Boys hostel, Wing A, 3rd Floor
59	Aquamall Water Solution Limited	AG GREEN PURE CFHILL 80 SS-UV	3223306076000217	SJ Boys hostel, Wing B, 3rd Floor
60	Aquamall Water Solution Limited	Aquaguard CCP	D10-6001712	Mechanical Workshop
61	Aquamall Water Solution Limited	Dr. AG Classic +(RO+UV+UF)	1227804073000250	Director's Residence



**ANNEXURE – 4**

**Performa of Bid security Declaration**

It is here by submitted that if I/We \_\_\_\_\_  
(Name of bidder / firm/company) withdraw or modify the bids during period of validity, or if I/we  
\_\_\_\_\_(Name of bidder / firm /  
company) are awarded the rate contract and I/We  
\_\_\_\_\_(Name of bidder /  
firm / company ) fail to sign the contract or to submit a performance security before the signing the  
rate contract.

I/We \_\_\_\_\_(Name of bidder / firm  
/company) will be suspended for the period of two years from participation in the bids of CIT  
Kokrajhar.

**Date :** \_\_\_\_\_

**Authorized  
Signatory  
Name & Seal**