



OFFICE OF THE DEAN & PRINCIPAL,  
MAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE,  
BRAHMAPUR.760 004, GANJAM, ORISSA.

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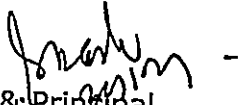
NO. 12786 / MCB-24/Welfare/ Berhampur dated the

30<sup>th</sup> October, 2024

**TENDER CALL NOTICE**

Sealed Tender is invited from the Registered, Rate Contract holding firms having valid GST Registration for **AMC & CMC of AC Machines** so as to reach in the office of the undersigned within 21 days from the date of publication of the advertisement following the terms & conditions. The bidders have to visit the site of installation of AC Machines in the Departments, Hostels before submitting the bids. The detailed Tender Paper, scope of work Terms & Conditions & other information can be downloaded from website [www.mkcgmch.org](http://www.mkcgmch.org)

**E.O.M**

  
Dean & Principal,  
MKCG Medical College,  
Berhampur

**TENDER DOCUMENT FOR**

**"For AMC/CMC of AC Machines of MKCG Medical College "**

**OFFICE OF THE DEAN & PRINCIPAL,**

**MKCG MEDICAL COLLEGE, BERHAMPUR ODISHA**

**Tel: (0680)-2292746 Fax No.2292809**

**E-Mail:mkcgmc.bam@gmail.com,**

**DATE OF PUBLICATION IN THE NEWS PAPER: 31/10/24**

**LAST DATE FOR SUBMISSION OF TENDER:- 20/11/24 BY 4.30 P.M**

**DATE OF OPENING OF TECHNICAL BID: 20/11/24 AT 5 P.M**

**DATE OF OPENING OF FINANCIAL BID: 25/11/24 AT 4.30 P.M**



**TENDER PAPER**  
**TERMS AND CONDITIONS.**

1. The sealed tenders should be super scribed as Tender for **AMC/CMC of AC Machines** are to be submitted by Regd. Post/Speed Post/Courier service only so as to reach in the Office of the Dean & Principal, M.K.C.G. Medical College, Berhampur-4 on or **before 21 days by 4.30 P.M from the date of publication of the Tender Call Notice in the news paper.** The tenders received beyond the scheduled time and date will not be considered under any circumstances. The Tender should be of double bid system **i) Technical Bid & ii) Price Bid in two sealed covers duly super scribed as Technical Bid & Price Bid and be submitted with one sealed cover.**
2. The sealed tenders submitted by the tenderers shall be opened by the Purchase Committee of office of the Dean & Principal, M.K.C.G. Medical College, Berhampur in his Office Chamber in the presence of either the tenderers or his /their authorized representatives who should remain present at the scheduled date and time with proper authorisation. If any tenderer or his / their authorized representative fails to turn up at the time of opening of the tenders that will not bar to the authorities from opening the tenders or carrying on subsequent tendering procedures.
3. The tender should be clearly typed / computerized without any correction, interpolation and over-writing etc. and each page of the tender should bear the dated signature of the tenderer. Correction/over writing or interpolation of any entry should be attested by the tenderers failing which the tender for the relevant item or items shall not be taken in to consideration.
4. The rates should be inclusive of all taxes and is valid for three years from the date of finalisation of this tender.
5. The prices quoted should be final and shall not be subject to any escalation during the validity period of the tender/till the purchase is over.
6. The tenderer should submit/furnish a certificate in the tender to the effect that price quoted by him/them is not more than the open Market Price.
7. The tenderer should furnish Photostat copies of the up to date GST, and Filling of Income tax return certificates of last three years along with money receipt in original relating to his/their firm along with the tender.
8. The tenderer should furnish the Earnest Money Deposit **Rs.5000/-, only in shape of Bank Draft in favour of the Dean & Principal, M.K.C.G. Medical College, Berhampur payable at M.C.C Branch Berhampur,** along with the tender. The EMD will be forfeited in case, the successful tenderer fails to execute the order within the stipulated period mentioned in the Purchase Order in supply of the same.
9. Work order shall be issued in favour of the successful tenderers by Regd.Post with A.D **after approval in the Purchase Committee.** It is obligatory on the part of the selected firm to acknowledge receipt of the purchase order within seven days.
10. The approved agency is liable for up keeping all the AC Machines if any deviation found penalty will be imposed as per decision of the committee.



11. The Dean & Principal MKCG Medical College Berhampur as the Authority reserves the rights to reject any tender or all tenders in part or full without assigning any reason thereof.
12. Documents misleading of facts are liable for rejection/cancellation of tender/purchase order and also action under Penal Provisions.
13. The tenders of the defaulting// Black listed suppliers will not be taken into consideration.
14. Default in service as per tender terms & conditions will disqualify a firm to participate in the tender process in future.
15. All legal disputes, if any relating to purchase, Installation and functioning of the system shall subject to jurisdiction of the Court situated in Berhampur, Ganjam, Odisha.
16. The payment to the firm shall be made quarterly after submission of satisfactory report from appropriate authority.
17. The contract will cover the service, maintenance, & visiting charges
18. All parts will be repaired, replaced by the agency as and when required, and for which invoice can be raised for payment end ensure that the rate must not exceeding MRP.
19. In case of CMC all the accessories will be provided by the agency.
20. Any physical damage during repair will be the responsibility of the agency.
21. Quarterly payment will be released by the authority after satisfactory performance.
22. All parts must be repaired/replaced within 24 hours from the time of complains.
23. Contract period will valid up to 1 year and will be renewed subject to satisfactory performance for a maximum period of three years.
24. Taxes extra as applicable.
25. The contract is nontransferable & shifting charges included in the contract.
26. Resolve the issues within 24 hours.
27. Penalty will be charged per day if the problem will not be resolved within the stipulated time.
28. Two of the staff of the agency will visit the installed sites in all the days and ensure for proper working condition of all machines.
29. The Tenderer should submit their tender only after publication in the newspaper.
30. All documents submitted shall be consecutively numbered having signature with official seal of the authorized signatory on each page and total number of pages shall be mentioned on the top sheet duly authenticated by the authorized signatory. The prescribed check list should be submitted completing in all respect. (putting the page numbers in the check list)
31. The tendering agencies are required to enclose photocopies of the following documents (duly attested), along with the Technical Bid, failing which their bids shall be summarily/ out rightly rejected and will not be considered any further:
  - a. EMD @ **Rs.5000/-** of the quoted value of Tender in shape of BD in favour of the Dean & Principal MKCG MCB.
  - b. Registration certificate of the organization.
  - c. Copy of GST Reg. Certificate
  - d. GST Clearance certificate
  - e. Copy of Aadhar Card
  - f. An affidavit in original (Stamp paper) to the effect that the firm has not been blacklisted anywhere.
  - g. Copy of PAN Card.
  - h. Copy of the 1<sup>ST</sup> Page of the Savings Bank Account/Current Account Pass Book
  - i. Copy of Filing of Income tax return certificate of last three years.
  - j. Experience certificate from Government/PSU
  - k. EPF ESI Registration
  - l. ISO Certificate of the Organisation
32. The detail scope of work is at annexure-A.
33. Two years of experience in the field of AMC of AC Machines is required.

34. The successful tenderer will have to deposit a Performance Security Deposit of **5% of the ordered value** in the form of Bank Guarantee from only Nationalized Bank drawn in favour of the Dean & Principal, MKCG Medical college, Berhampur within two days from the date of receipt of provisional purchase order. Then only final Purchase order will be issued. The Bank Guarantee shall be returned to the firm after the Warranty/Guarantee period is over.

N.B.:- (1) The tenderers are requested to go through the terms and conditions thoroughly and carefully and furnish their tenders fulfilling all the requirements to avoid rejection of their tender(s).

(2) The documentation as required in the Technical specification should be submitted along with the technical bid failing which the bids shall be summarily/out rightly rejected.

  
**Dean & Principal**  
**MKCG Medical College**  
**Berhampur**

**TENDER PROFORMA FOR TECHNICAL BID**

Sl, No	Name of the Points with number (AMC/CMC)	Name of Installed AC points As per tender
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1	2	3
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**TENDER PROFORMA FOR PRICE BID**

Sl, No	Name of the Item	Cost for AMC	GST in rupees (with%)	Total (3+4)
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1	2	3	4	5
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**(rate must be quoted as per annexure-B)**

**TENDER PROFORMA FOR PRICE BID**

Sl, No	Name of the Item	Cost for CMC	GST in rupees (with%)	Total (3+4)
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1	2	3	4	5
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**(rate must be quoted as per annexure-B)**

Total number of AC Machines:282 (Split, 1.5 Ton, 2 Ton Window 2 & 1.5 Ton) Tower AC -3.5 (6 nos) Ton & 2 Ton (1)

CONTACT PERSON NO. 9937868008

*Handwritten signature*

**TENDER FOR SUPPLY OF FOR AMC/CMC OF AC MACHINES INSTALLED AT MKCG  
MEDICAL COLLEGE, BERHAMPUR**

**TENDER NOTICE NO. \_\_\_\_\_ Dt. \_\_\_\_\_**

**BID PERIOD: \_\_\_\_\_ TO \_\_\_\_\_**

**LAST DATE FOR SUBMISSION OF BID:- \_\_\_\_\_ BY 4.30 P.M**

**DATE OF OPENING OF TECHNICAL BID:- \_\_\_\_\_  
AT 5 P.M**

**NAME OF THE BIDDER M/S. \_\_\_\_\_**

Please put ✓ in the respective box

**DOCUMENTS: SUBMITTED OR NOT**

**(TECHNICAL BID)**

1. EMD Rs.5000/-
2. Registration Certificate of the Organization.
3. Copy of GST Reg.
4. Copy of GST Clearance certificate
5. Copy of GST Aadhar card
6. An affidavit in original to the effect that the firm has not been blacklisted anywhere.
7. Copy of PAN Card
8. Copy of the 1<sup>ST</sup> Page of the Savings//Current Bank account
9. Copy of Filling of IT Return certificate of last three years

Page		Yes		No	
Page		Yes		No	
Page		Yes		No	
Page		Yes		No	
Page		Yes		No	
Page		Yes		No	
Page		Yes		No	
Page		Yes		No	
Page		Yes		No	

Note: All documents submitted shall be consecutively numbered. The above check list should be submitted completing in all respect. (putting the page numbers in the check list)

**SIGNATURE OF THE BIDDER**



**MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY  
[Ref. Para 22(i)]**

To

The \_\_\_\_\_.

WHEREAS..... (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no..... dated ..... to supply ..... (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of ..... (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the .... day of ....., 20.....

Our..... branch at .....\* (Name & Address of the .....\* branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our .....\* branch a written claim or demand and received by us at our .....\* branch on or before Dt.....otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....  
(Signature of the authorized officer of the Bank)

.....  
Name and designation of the officer

.....  
Seal, name & address of the Bank and address of the Branch

\* Preferably at the headquarters of the authority competent to sanction the expenditure for purchase of goods or at the concerned district headquarters or the State headquarters.





**Model Agreement for Supply of Goods**  
**[Ref. Para 23(1)]**

THIS AGREEMENT made this..... day of.....  
 20..... BETWEEN M/s..... & Co Ltd having registered office at  
 in the State of..... (hereinafter called the 'Supplier' which expression shall,  
 unless excluded in the subject or context, include the heirs, successors, legal representatives,  
 and permitted assigns) of the one Part.

AND

the ..... of Odisha (hereinafter called the 'the .....' which expression shall,  
 unless excluded in the subject or context, include the heirs, successors, legal representatives,  
 and permitted assigns) of the other Part. WHEREAS the ..... wants to purchase the goods  
 mentioned in the schedule.

NOW THESE PRESENT WITNESS AND IT IS HEREBY AGREED AS FOLLOWS:

1. That the time shall be the essence of the contract and the supplier shall supply the  
 goods in the schedule completely so as to make delivery..... (place) on or before  
 the date ..... failure to do which will entitle the ..... to rescind the contract  
 immediately.

2. That the goods shall be of the specifications and price mentioned against each. Any  
 variation on inspection will entitle the ..... to refuse the consignments either in whole or in  
 part, as the case may be, the whole, if the part renders it useless.

3. That the goods shall be inspected at..... (place) in the  
 presence of the officers of both parties duly authorized in that behalf on a day fixed in a notice  
 by either of the parties, provided such day is not postponed for more than a period of two  
 months after the date given in the notice. Default by the Supplier shall disentitle him to raise  
 any objection subsequently to the result of inspection made by the ..... in his absence and  
 claim any compensation on that account.

4. That the Supplier shall guarantee durability of the goods for a period of.....  
 from the date of completion of supplies and installation in the case of machineries and any  
 damage, done to the goods in the usual course of use or any deficiency, detected in them  
 subsequent to such completion and installation and during the period aforesaid shall be made  
 good to render due service at the cost of the Supplier within a period of two months from the  
 date of receipt of the notice in that behalf and no decision shall be taken by the Supplier or any  
 person on his behalf as to the defects or deficiency without notice to the ..... failure to do  
 so shall be deemed that the Supplier has no intention to discharge the obligation and thereupon  
 the amount of security, deposited separately or withhold from his bill, shall stand forfeited to the  
 ..... The Supply of goods other than machineries shall be deemed to be complete only  
 after final approval by the officer duly authorised on inspection whose decision shall be final and

in case of machineries exactly in the same manner and installation which would include test working for 7 (seven) days.

5. The Goods shall be duly packed and insured by the Supplier for transit and be despatched at the risk of the carriers and the ..... shall not be responsible for any loss or damage during the transit or at any time prior to inspection and approval.

6. That the price of goods shall be paid in advance or on the completion of supplies and installation as the case may be in agreed instalments on bills submitted(as indicated in the Payment Schedule) provided the ..... may withhold payment of..... per cent of the total amount payable as security for the period of guarantee if no amount equal thereto has already been deposited as such.

7. That any damage or deficiency if not removed during the stipulated period by the Supplier may be removed by the ..... at his cost to be reimbursed by the Supplier. Any amount payable to the ..... hereunder shall be recovered as public demand under the Orissa Public Demand Recovery Act, 1963 and shall bear 6% interest per annum till certificate for recovery is filed.

8. That the supplier shall deposit Rs..... towards earnest money at the time of acceptance of tender for due performance of the covenants hereof and such money shall be forfeited to the ..... in case of breach of all or any of the covenants.

9. That any dispute arising hereunder shall be resolved in the following manner:  
.....  
.....

10. That Sri..... is duly authorised in the order No....., dated.....by the ..... and Sri..... on behalf of the company to execute the deed.

11. The cause of action hereunder shall always be deemed to arise at.....

12. That the stamp duty shall be borne by.....

SCHEDULE OF GOODS Name of the Goods Specification with number and make etc Price agreed

IN WITNESS WHEREOF the parties hereto have signed this deed this day..... of..... mentioned against the signature of each in the presence of.....

Witness



**TERM & CONDITIONS FOR ANNUAL MAINTENANCE CONTRACT (AMC) FOR AIR  
CONDITIONER MACHINES WITH STABILIZERS.**

1. Scope of work, AMC for 282 Nos. of A.C. machines of 1.5 ton / 2 ton (Window & Split) Tower AC (3.5 & two Ton) capacity of MKCG Medical College, Berhampur.
2. Must be registered organization at Berhampur, Ganjam or within 10 kilometers of the Berhampur Corporation Nigam limits.
3. All the A.C. machines are installed within the Medial College premises.
4. The firm is required to deploy two technicians to attend the faults as per advice and direction of the College Authority.
5. The service provider shall make a daily visit i.e. by 10.00 A.M. to check the complaint register maintained in the office. Hostels & Laboratory must be attended on priority and subject to convenience of students & patients.
6. The technicians are to be supplied by proper Identity by the firm during the period of contract.
7. AMC/CMC will be effective from the date of handover of the A.C. Machines to the firm and deployment of the technicians in the College.
8. Contract shall remain effective initially for a period of two month on trial basis from the date of handing over of A.C. machine to the firm which can be extended for another ten months (total twelve month) basing on the reports of performance and to a maximum term of three tears subject to performance.
9. During the AMC/CMC period the firm has to provide four preventive maintenance service and necessary repairing as and when required.
- 10.(A) In case of breakdown calls, the deployed technicians must attend the call with 6 hours.  
(B) The firm is to replace any spare part, accessories as & when required on credit basis along with invoice duly certified by the concerned department for payment. The cost of the said spare parts / accessories must be genuine rate the firm will be liable to penalty.  
(C) The form may provide a service unit in this College which will remain the firms' property during validity of the contract period.
11. In case of major breakdown i.e. failure of compressor, the firm has to repair and rectify the A.C. machine within three days otherwise prorated deduction from the billed amount will be made.
12. The rates of Maintenance shall be inclusive of all taxes, duties, octroi, works contract tax, cartage loading, sales tax, and any other statutory taxes and service tax complete in all respects, valid for a period of one year from the date of award of contract.
13. Associated electrical works line replacement of DP switch, MCB, power cable, repair of stabilizer, switches sockets etc. that may be required for Maintenance is too carried by firm.
14. All bills of the month must be submitted with 10<sup>th</sup> of next month and payment will be done within 30 days if funds available.
15. The firm may contact with Welfare Section of this office for details of work in this regards.
16. All the damaged parts / component which need to be replace by the firm during the repair / servicing are to be returned to hospital.
17. All tools, tackles, and spare etc. are to be procured by the firm for undertaking the repairing & maintenance of the A.Cs supplied duly supported by the challans / Invoices etc and provided by the agency in case of CMC.



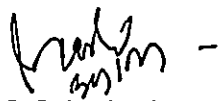
18. After expiry of the Maintenance of one year, the agency / contractor may be required to provide maintenance services and extended further period to a maximum of three years on satisfactory performance of the previous years. The performance of the firm shall be reviewed in every half yearly and if the performance is not found satisfactorily the contract will be terminated by giving 15 days notice.
19. The Service contract can be cancelled at any time, if the performance of the firm is found unsatisfactory without notice and assigning any reasons thereof.
20. Any dispute arising out of this matter is subject to the jurisdiction of the local court of law situated at Berhampur, Ganjam.



Dean & Principal,  
MKCG Medical College,  
Berhampur

**Annexure-B**

Sl No.	Name of the Items	Rate	GST	Total
1	Services Charges			
2	Compressors			
3	Starting Capacitors			
4	Running Capacitor			
5	Relays			
6	Thermostats			
7	Fan Capacitor			
8	Fan Motors			
9	Selector Switches			
10	Contactors (Power/Control)			
11	Gas Charging			
12	Stabilizers			
13	Rewinding of outdoor Motors			
14	Fan Blades			
15	Electronic Control Circuits			
16	Remote Control Units			
17	Micro Swings Motors and Louvers			
18	Built-In Timer Kits			
19	Air Filters			
20	Outdoor Unit Mounting Frames with fasteners and other Accessories			
21	Condenser Coils / Copper Tubes of Indor / Outdoor Units			
22	Batteries in the Remote Control			
23	AMC Cost			
24	CMC Cost			

  
Dean & Principal  
MKCG Medical College  
Berhampur