

Sir,

Quotations are invited for Comprehensive Annual maintenance for Package type 8.5 ton capacity Blue Star make 2 Nos., Ductable AC's 11.5 TR 2 Nos., & Air conditioners split type 84 Nos. 1.0/1.5/2.0 ton capacity each of different make viz. Volta's, Blue Star, Carrier etc on the following terms and conditions.

1. Quotations addressed to the Director, Indian Institute of Tropical Meteorology, Pashan, Pune 411008 should be submitted in a sealed cover super scribing " Quotation for comprehensive AMC of Air conditioners due on 25-11-2012".
2. The quotations will be valid for a period of 90 days from the date of opening.
3. Charges for each unit may be quoted separately so as to enable addition or deletion of units.
4. The Institute reserves the right to withdraw any number of machines from maintenance at any time during the contract period without assigning any reason. Charges for maintenance withdrawn from maintenance will be paid on pro-rate basis.
5. The charges should include all taxes including services taxes if applicable and no revision in charges will be permitted once the contract has been awarded.
6. Preventive maintenance (dry & wet) of each machine should be carried out on monthly basis.
7. Repairing of A.C's to be done at the office in the room provided.
8. A mechanic is to be provided during office timings for attending all types of breakdowns.
9. Payment will be paid quarterly on completion of the maintenance.
10. No advance will be paid.
11. The firm should preferable be of ISO certified for services or equivalent and have maintained A.C's in Govt./PSU/ etc. for at least 2 years.
12. Maintenance service should be available on all working days i.e. Monday to Saturday 9:30 to 17:30 hours.
13. A list of organizations where the vendor is presently maintaining air conditioners may be furnished with years of experience in this field.
14. Comprehensive Annual maintenance charges (Labour/skills only) will include charges for preventive maintenance and diagnosis of faults. Charges for parts required to be replaced.
15. The machines can be inspected on any working day.
16. Director reserves the right to reject any or all questions without assigning any reasons.

Yours sincerely,

for Director