



GOVERNMENT COLLEGE OF ENGINEERING, AMRAVATI
(An Autonomous Institute of Government of Maharashtra)
Kathora Naka, VMV Road, Amravati-444604, Maharashtra
"Towards Global Technological Excellence"

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No. GOCEA/Purchase/AC/MED/2025/1458

Date: 07/04/2025

NOTICE INVITING QUOTATION

To,

M/s. (Uploaded on website & displayed on collage notice board)

Subject: Quotation of AMC for servicing & supply of spare parts for Air-conditioners.

Dear Sir,

It is informed to quote your lowest reasonable rates in Indian rupees for the following items & send the quotation in the sealed envelope so as to reach undersigned on or before 15/4/2025 upto 17.00 hrs .opening on 16/4/2025, the bid should be submitted in the two envelope system i.e. Technical Bid (Annexure-1) & financial(Annexure-2)

Sr.no.	Description/Specification	Quantity	REMARK
01	Inspection charges of Air conditioner (as per list in Annexure-3)	143 units	AMC Rate are composite
02	Repair & Maintenance charges of Air conditioner (excluding spare parts required)	(as per Annexure-3)	With Spare Parts Of AC
03	Dismantling charges of existing A.C.		& valid for one year
04	Erection/Installation charges of A.C.		(Including all taxes)
05	Servicing of Air-conditioners (3 times in year)		As per financial bid
06	Spare parts of Air-conditioners(as per Annexure-5)	AS per required	

Note:-The following should be mention on the Quotation

Address:- Principal, Government College of Engineering,


Near Katora Naka , VMV Road , Amaravati - 444604

- **Kind Attention :** - Mechanical Engineering Department
- Dispatch No.---- & Refrence No.----, with Quotation Date

TERMS AND CONDITIONS

1. The Bidder from only those firms should have Registration No. GST No. ,PAN NO.
2. The Bidder should have at least 6 month experience in the maintenance of air conditioners in Government Organization /PSU/Hospital/teaching Institute/Corporate/Private Organization Etc.
3. The bidder should have service engineer /qualified mechanics on their roll (Testimonials should be attached with the bid).
4. Principal GCOE Amravati reserves the right to reject/accept any or all the bids and cancel quotation without reasons.
5. Intending eligible bidders may obtain a copy of quotation documents from the office of the Institute or by downloading it from the official website of Institute www.gcoea.ac.in.

ENCL Annexure 1 to 5


Principal,
Government College of Engineering
Amravati

Qualification Criteria – Document required

1. Shop Act License (till Active)
2. Pan No.
3. GST Return last 3 year
4. Minimum 2 yrs Experience in maintenance & repair of reputed company/Government organism its supply/ purchases order.
5. Authorized dealership for sales & Service & spare parts of reputed company.
6. Agreement on award of contract to be signed on 500/- Rs. Stamp paper with affidavit as the term conditions mentioned in the enquiry / contract.
7. Security deposit of Rs. 25000/- onward of contract as Bank guarantee.
8. Register firm should have annual turnover of 30 lakh.
9. The concerned should submit the quotation in 2 Bid system
 - A. **Technical Envelope** (containing the above mentioned document)
 - B. **Financial Bid** (Financial document mentioned only commercial rate & Term Condition)

QUOTATION FORM

SUPPLY of SPARE PARTS FOR AIR CONDITIONERS IN THE GOVERNMENT COLLAGE OF ENGINEERING AMRAVATI FOR YEAR 2025-26

1. Name of The Bidder (In Block Letter) - _____
2. Name of the firm(In Block Letters) - _____
3. Address - _____

4. Telephone/Mobile No. - _____
5. Pan No. - _____
6. Registration No. of the firm - _____
(Please enclose the copy of registration)
7. GST No. - _____

8. Experience in maintenance of air conditioner in Govt. Department/Organization

Sr.No.	Name of Department/Organization	Period	Nos of Air-conditioner Contract/Maintained

I/We hereby declare & affirm that I/We have read & understood the terms & conditions of the contract as stipulated in the notice inviting quotation no. GCOEA /Quotation /Air conditioners /25-26/_____ Dt _____

I/We hereby accept the terms and condition s and offer the rate for supply of spare parts for water coolers and water purifiers and RO at ANNEXURE -2

Date

Place

Signature_____

Name_____

(In Block Letters)

Official seal of the firms

ANNEXURE-3

GOVERNMENT COLLAGE OF ENGINEERING AMRAVATI

Details of AIR CONDITIONERS installed in the institute

Sr.No.	Section	Name of location /Department	Split type A/C Quantity With capacity TR	
			1.5 TR	2.0 TR
01	A	Administrative Building	20	1
02		Civil Building	10	8
03	B	Computer Department	38	0
04	C	Electronics Department	0	2
05		Electrical Departments	6	11
06		Mechanical Department	2	12
07	D	Workshop	2	9
08		Information & Technology	6	2
09		IT/Computer AV HALL	8	0
10		Language Laboratory	6	0
		TOTAL	98	45
TOTAL Number of A.C. Unit			143	

ANNEXURE-4

**SCHEDULE OF SERVICING OF AIR CONDITIONERS IN THE GOVERNMENT
COLLEGE OF ENGINEERING AMRAVATI FOR THE YEAR 2025-26**

Servicing

Sr No	Task	Name of Items	Quantity	Schedule	Remarks
1	Air conditioner	Drain pipe cleaning	1	After every four months	
2		Gas leakage	1		
3		Cooling effect of A. C.	1		
4		Fan motor blades	1		
5		Fan motor capacitor	1		
6		P.C.B.Checking	1		
7		Air-circulation blower	1		
8		A.C. Box cable connections	1		
9		A.C. Box M.C.B. connections	1		
10		Compressor checking	1		
11		All Inspection and servicing	1		

NOTE- Section –wise (as mentioned in Annexure-3) 3 servicing during contract & maintenance schedule should be followed to avoid overload situation.

ANNEXURE-5

**INVENTORY OF SPAARE PARTS REQUIRED/SERVICING REPAIR/MAINTENANCE
OF AIRCONDITIONERS IN GOVERNMENT COLLAGE OF ENGINEERING
AMRAVATI FOR THE YEAR 2025-26**

Sr. No	Description of Items	Qty	Unit	Remark
1	Replacement of compressor 1.5 T	1	No.	Spare parts will be supplied as per requirement but the bidder should maintain the inventory of all parts. Rates valid for one year.
2	Replacement of compressor 2.0T	1	No.	
3	Gas charging 1.5 T A.C.	1	No.	
4	Gas charging 2.0 T A.C.	1	No.	
5	Replacement of capacitor for compressor	1	No.	
6	Fan motor capacitor	1	No.	
7	Replacement of P.C.B.	1	No.	
8	Repairs of Faculty P.C.B	1	No.	
9	Replacement of Fan motor	1	No.	
10	Rewinding of Fan motor	1	No.	
11	Replacement of Fan blades	1	Per Fan	
12	Remote of A.C.	1	No.	
13	Copper pipe with Nitrate Rubber 12 mm	1	mtr	
14	Copper pipe with Nitrate Rubber 16 mm	1	mtr	
15	Outdoor Stand for A.C.	1	No.	
16	A.C. Box with M.C.B.	1	No.	
17	Flat Flexible copper Cable (3x2.5sq.mm)	1	mtr	
18	A.C. servicing (Including Inspection at Rs 200 per Unit	1	No.	
19	Dismantling of existing A.C.	1	No.	
20	Erection Of A.C.	1	No.	

TERMS AND CONDITION

1. Bidders from only those firms will be entertained which are having GST no. PAN & supporting documents to establish that the firm has minimum 6 month of experience in maintenance of air conditioners etc. Bids will be valid for one year.
2. It shall be mandatory on the part of the contractor to carry out repair/maintenance of air conditioner under his direct control & supervision & under no circumstance the work shall be assigned to sub –contractor.
3. The servicing of air conditioners shall include cleaning ac unit with blower , cleaning of air filters ,oiling ,greasing, Top-up gas or gas charging if required ,replacement of compressor ,filter ,thermostat, all kind of motor ,capacitor fan blade wiring ,all kinds of plug ,pads & replacement /repair of all other parts which are required to make the machine in working conditions at the exclusive risk and responsibility of the bidder.
4. During the maintenance period breakdown calls shall be attended immediately (within 24 hours) after receiving the complaint .No Extra Cost for attending the complaint except those mentioned in annexure .
5. Job cards shall be properly maintained with details entry repairs ,Servicing of Unit, Component Replaced ,Grill temperature etc. duly signed by the person deputed from concerned section OR department of GCOEA .
6. It is obligatory on the part of bidder to service Air conditioners three time (& as and when required) during the period of the contract i.e. after every four months.
7. For regular and proper maintenance of the air –conditioners for instantaneously attending to complaints received, at least one mechanic shall remain to attend the complaints received from the department as and when required.
8. The bidder shall also keep sufficient stock of spare parts which may be required for replacement in the event of the above equipment becoming nonfunctional or defective during services and maintenance.
9. The work shall be carried out in the premises of the GCOEA .Only such work execution of which is not possible in the premises of this Institute may be allowed to be done in the workshop of the firm .In no case, any air conditioners unit or parts thereof shall be taken out of the premises without formal written permission of the Principal, GCOEA.
10. The GCOEA shall not provide any labor to the bidder for lifting or transportation of the Air-conditioners for the service and maintenance during the period of contract.

11. The bidder shall be responsible for payment of wages /settlement of dues with workers engaged by the firm as per prevailing labor /wage laws and the GCOEA shall not be a party to any dispute between the contractor and their workers.
12. The damage caused, if any, either to Air-conditioners or to any other property of the Government through negligence or otherwise, shall be at the risk, cost & responsibility of the bidder .The financial or any other loss suffered by the Government on this account shall be made good by the contractor and decision of the GCOEA in this context shall be binding on the contractor.
13. 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 quotation.
14. No advance payment will be made .Payment will be made after Every four quarter months passing the bills from office .A certificate from the user department towards satisfactory completion of the work will be obtained by the firm and submitted along with bills.
15. The bidder shall promise the six months guarantee/warranty for the repair-maintenance work as well as for the spares used for repair-maintenance work during the valid period of bid. If any breakdown of A.C. unit occurs repeatedly within guarantee/warranty period of six months then repeated work bills will not be paid by GCOEA.
16. The Principal GCOEA 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 GCOEA to accept the lowest quotation and no explanation shall be given with regard to reason for rejection of quotation of any bid.
17. No conditional bids will be accepted and such bids are liable to be summarily rejected by the competent authority at its discretion.
18. The GCOEA reserves the right to terminate the bid 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 work, the decision of the GCOEA in both cases shall be final and binding on the bidder.
19. 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.

Date

Place

Signature_____

Name_____

(In Block Letters)

Official seal of the firms