



**भारतीय पैकेजिंग संस्थान**  
**Indian Institute of Packaging**

An autonomous body under the Ministry of Commerce & Industry, Govt. of India  
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**Tender Notice No: Oct-01/2020      dated: 20-10-2020**

**TENDER FOR**  
**ANNUAL MAINTENANCE CONTRACT (AMC) OF AIR CONDITIONERS**

Indian Institute of Packaging (IIP) an autonomous body under Ministry of Commerce & Industry, Government of India, invites Sealed Bids for Annual Maintenance Contract (AMC) of Air Conditioners up to the period of **March 2021(for current financial year)** or **March 2023(for Three consecutive Years)** from Mumbai-based reputed and experienced agency.

The details are available from IIP web-site [www.iip-in.com](http://www.iip-in.com)

**Important information**

1	Tender Notice No. and date	Tender Notice No: Oct.-01/2020 dated: 20-10-2020
2	Last Date of Submission of Bid	06-11-2020 at 1400 hours
3	Date of opening of Bid	09-11-2020 at 1500 hours
4	Clarification on bidding may be inquired through mail	<a href="mailto:iip@iip-in.com">iip@iip-in.com</a>
5	Validity of Bids	60 days

**Assistant Director**  
**(General Admin. &IT)**

## ABOUT THE INSTITUTE

Indian Institute of Packaging (IIP) is an autonomous body under the administrative control of the Department of Commerce, Ministry of Commerce & Industry, Government of India. Indian Institute of Packaging (IIP) engaged in Research and Development, imparts Post-Graduate Education Programme in Packaging Technology, undertakes testing and evaluation of packages, consultancy etc. IIP also offers large number of short terms and long-term professional courses for junior, middle and senior level executives for the executives/Officers of Govt. as well as Corporate Sectors. It also organizes National/International Seminars and Conferences in the field of Packaging.

## SCOPE OF WORK

Indian Institute of Packaging (IIP) invites quotations from Mumbai-based reputed and experienced agency for **Annual Maintenance Contract (AMC) of Air Conditioners up to the period of March 2021 (for current financial year) or March 2023(for Three consecutive Years).**

Final decision regarding period of AMC (1 year/3 years) will be sole discretion of the competent authority. The perspective bidder should be in a position to undertake the job as per the given specifications and complete the work within the prescribed time schedule.

**Bidders May quote their respective bids for March 2021 (for current financial year) as well as March 2023(for Three consecutive Years) separately.**

## TERMS OF PAYMENT

1. Payment will be made only after submission of the original bill / invoice on satisfactory completion of work on quarterly basis.
2. Payment will be made through on-line upon submission of bills. TDS will be deducted as per rules.
3. Payment will be released as per actual BOQ/ work done only.
4. In case of delayed/defective/unsatisfactory/below the standard work, penalty shall be imposed, after assessing the extent of loss suffered by the Institute.
5. If the work is not completed regularly by the stipulated scheduled date, the work order shall be deemed to have been cancelled and appropriate penalty shall be imposed as deemed fit by the authority.

**DETAILS OF AIR CONDITIONERS INSTALLED AT  
ACADEMIC BLOCK-MUMBAI**

<b>Sr. No.</b>	<b>Make</b>	<b>Qty.</b>	<b>Location</b>
1	Voltas--Cassette	4	Conference Hall--Academic Block-Gr.Flr.
2	Voltas--Cassette	2	Assit.Dire. Cabin --Academic Block- Gr.Flr.
3	Voltas--Cassette	3	Machine Disply Hall-Academic Block-Gr.Flr.
4	Voltas--Cassette	1	Meeting Room --Academic Block-Gr Flr.
5	Voltas-Ductable	2	Reception And Seating Area -Gr.Floor
6	Voltas--Cassette	4	Laboratory-1--Academic Block.-1 St Floor
7	Voltas--Cassette	8	Reading Hall--Academic Block.-1 St Floor
8	Voltas--Cassette	2	Meeting Room --Academic Block-1 St Floor
9	Voltas--Cassette	4	Laboratory-2-Academic Block--2nd Floor
10	Voltas--Cassette	4	Class Room- 1 -Academic Block--2nd Floor
11	Voltas-Split	3	Small Class Room No.1----2 Nd Floor.
12	Voltas-Split	3	Small Class Room No.2----2 Nd Floor.
13	Voltas--Ducting	1	Drawing Hall--2nd Floor.
14	Voltas--Ducting	1	Class Room--4 2nd Floor
15	Voltas--Cassette	1	Hod Cabin--3rd Floor
16	Voltas--Cassette	1	Small Cabin --3rd Floor.
17	Voltas--Cassette	1	Small Cabin --3rd Floor.
18	Voltas--Cassette	3	Staff Seating Hall-3rd Floor
19	Voltas--Cassette	4	Laboratory 3-Academic Block--3rd Floor
20	Voltas--Cassette	4	Class Room- 5 -Academic Block--3rd Floor
21	Voltas--Split	3	Class Room- 6 -Academic Block--3rdd Floor
22	Voltas--Ductable.	2	Computer Hall--5--Academic Block--3rd Flr.
23	Voltas Split	1	Dept-2 Cabin1-3rd Floor
24	Voltas Split	1	Dept2-Cabin-2--3rd Floor
25	Voltas Split	1	Dept-2-Cabin -3-3rd Floor
26	Voltas Split	1	Dept2-Cabin-4-3rd Floor
27	Voltas Split	1	Dept-2cabin-5-3rd Floor
28	Voltas-Cassette	3	Staff Seating Area-3rd Floor
29	Voltas-Cassette	4	Laboratory-4--Academic Block-4th Floor
30	Voltas-Cassette	4	Class Room No 7-Academic Block-4th Floor
31	Voltas-Split	3	Class Room No 8 Small-Acad Block-4th Flr
32	Voltas-Split	1	Cabin --4th Floor
33	Voltas-Cassette	1	Cabin --4th Floor
34	Voltas-Split	1	Cabin --4th Floor
35	Voltas--Ductable.	1	Cabin --4th Floor
36	Voltas--Ductable.	1	Cabin --4th Floor
37	Voltas--Ductable.	1	Laboratory-6-Academic Block--4th Floor

38	Voltas--Ductable.	2	Laboratory-5-4th Floor
<b>Total</b>		<b>88</b>	

**Capacity wise Summary of Air Conditioners At IPC/ B.Tech Building.**

<b>S.No.</b>	<b>Capacity</b>	<b>Type of AC</b>	<b>Qty.</b>
1	2 Tr.	Hi-Wall	3
2	1.5 Tr.	Hi-Wall	6
3	1 Tr.	Hi-Wall	7
4	3 Tr.	Cassette	32
5	2 Tr.	Cassette	24
6	4 Tr.	Cassette	5
7	5.5 Tr.	Ductable	3
8	8.5 Tr.	Ductable	4
9	11 Tr.	Ductable	4
		<b>Total</b>	<b>88</b>

**FINANCIAL BID**

**Annual Maintenance Contract (AMC) of Air Conditioners**

**UPTO MARCH 2021**

<b>S.No.</b>	<b>Capacity</b>	<b>Type of AC</b>	<b>Qty.</b>	<b>Rate</b>	<b>Amount</b>
1	2 Tr.	Hi-Wall	3		
2	1.5 Tr.	Hi-Wall	6		
3	1 Tr.	Hi-Wall	7		
4	3 Tr.	Cassette	32		
5	2 Tr.	Cassette	24		
6	4 Tr.	Cassette	5		
7	5.5 Tr.	Ductable	3		
8	8.5 Tr.	Ductable	4		
9	11 Tr.	Ductable	4		
<b>Total</b>					
Add : .....% GST					
<b>Grand Total</b>					

Seal of the firm  
Date :

(Signature of Authorized Representative)

FINANCIAL BID

Annual Maintenance Contract (AMC) of Air Conditioners

UPTO MARCH 2023(FOR THREE CONSECUTIVE YEARS)

S.No.	Capacity	Type of AC	Qty.	Rate	Amount
1	2 Tr.	Hi-Wall	3		
2	1.5 Tr.	Hi-Wall	6		
3	1 Tr.	Hi-Wall	7		
4	3 Tr.	Cassette	32		
5	2 Tr.	Cassette	24		
6	4 Tr.	Cassette	5		
7	5.5 Tr.	Ductable	3		
8	8.5 Tr.	Ductable	4		
9	11 Tr.	Ductable	4		
<b>Total</b>					
<b>Add : .....% GST</b>					
<b>Grand Total</b>					

Seal of the firm  
Date :

(Signature of Authorized Representative)