SURTAMUNICIPALMCORPORATION
NORTH ZONE
QUOTATION/CONSENT FORM

QUOTATION NO. Add. City Engineer /North Zone/ 09 /2023-24
DATE : 17 / 08 /2023

All Inclusive Annual Maintenance Contract of Water Cooler & Refrigerator Sets Installed at various Municipal Buildings for 3(Three) Year In North Zone (Katargam) Area.

ESTIMATED AMOUNT: Rs. 3,00,000.00
EMD AMOUNT: 3000.00
Validity period : 120 Days
Agency Category : ---- Experienced

Required Documents
1. Experience Certificate: Yes
2. GST Registration Certificate: Yes

TENDER AVAILABILITY
ISSUING AUTHORITY: Executive Engineer, North Zone, Surat
ISSUING OFFICE: Administrative office, North Zone (Katargam), Nr. Gajera School, B/S Ramji krupa Raw House, Katargam, Surat.
INVITING AUTHORITY: Executive Engineer, North Zone, Surat

Last date : 29/08/2023
SUBMITTED To,
Time : 17.30 P.M.
EXECUTIVE ENGINEER
ADMINISTRATIVE BUILDING, NORTH ZONE (KATARGAM), NR. GAJERA SCHOOL, B/S RAMJI KRUPA RAW HOUSE, KATARGAM, SURAT.

GST CLAUSE FOR CONSTRUCTION/ ERECTION/ COMMISSIONING/ INSTALLATION/ REPAIRS/ MAINTENANCE/ RENOVATION/ FABRICATION OF STRUCTURE INCLUDING BUILDING (MEANS ALL WORKS CONTRACT/ TURN KEY PROJECT/ SUPPLY OF MATERIAL/ GOODS)

GST (Goods and service tax has come in existence from 1st July, 2017. Contractor / Successful Bidder is bound to pay any amount of GST prescribed by the govt. of India as per the terms of contract agreed upon during the course of execution of this contract.

During the course of execution of contract, if there is any change in rate if GST (Goods and Service Tax) by the Government, the same shall be reimbursed/recovered separately by SMC. subject to the submission of original receipt/proof for the amounts actually remitted by the contractor/ successful Tenderer to the competent Authority along with a certificate from Chartered Accountant of contractor/ successful Tenderer certifying that the amount of GST paid to the government and the same shall be intimated/submitted/claimed within 30 (Thirty) days from the date of payment. Remittance of GST within stipulated period shall be the sole responsibility of the successful contractor/Tenderer, failing which SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the contractor/ successful Tenderer in this regard. Further, the non-payment of GST to the government may lead to the termination of contract and forfeiture of security Deposit/Performance Guarantee Amount.

If imposition of any other new taxes/Duties/levies/Cess or any other incidentals etc. or any increase in the existing taxes/Duties/Levies/Cess or any other incidentals etc. (Excluding GST) are imposed during the course of the contract, the same shall be borne by the successful contractor/Tenderer only, in no case SMC shall be liable for the same.

SIGNATURE OF ISSUING AUTHORITY

-- SD --
EXECUTIVE ENGINEER
NORTH ZONE
SURAT MUNICIPAL CORPORATION
QUOTATION INQUIRY

To,

SUB: All Inclusive Annual Maintenance Contract of Water Cooler & Refrigerator Sets Installed at various Municipal Buildings for 3(Three) Year In North Zone (Katargam) Area.

Dear Sir,

Surat Municipal Corporation North Zone is inviting quotation for All Inclusive Annual Maintenance Contract of Water Cooler & Refrigerator Sets Installed at various Municipal Buildings for 3(Three) Year In North Zone (Katargam) Area.

You are requested to send your offer in a sealed cover with E.M.D of Rs. 3,000/- in the form of demand draft / banker's cheque in favour of the "Municipal Commissioner, Surat Municipal Corporation" payable at Surat. So as to reach in the office of Executive Engineer [ North Zone ] on or before Dt. 29/08/2023 up to 5.30 pm. Please note that the sealed cover shall be super scribed with the name of work " All Inclusive Annual Maintenance Contract of Water Cooler & Refrigerator Sets Installed at various Municipal Buildings for 3(Three) Year In North Zone (Katargam) Area.". The terms & conditions for this offer are as follow, failing which the quotation shall be rejected out rightly.

SCOPE OF WORK :-
1. Contractor shall have to check the Water Cooler & Refrigerator thoroughly and carry out complete servicing for each machine once in Month during the annual contract period. Each activity carried out for each machine shall be required to be entered in history card.
2. In case of Fault/ breakdown, Contractor shall have to attend the complain immediately within 12 hours from intimation. No site should remain out of service more than 36 hours for purpose of maintenance.
3. Maintenance of all the equipments & materials used any failed parts required to be replaced or repaired shall be done by contractor without any extra cost. Scrap
material should not require submitting to the Surat Municipal Corporation. The old replace parts shall be property of contractor.

4. Spare parts used for repairs shall be genuine and of good quality whenever. defective/Damage material to be replaced. No second-hand material shall be allowed for replacement purpose.

5. In case of the compressor failure, Gas leakage; contractor will replace the compressor and refill the gas charging without any extra cost.

6. The contractor will also be responsible for repairing the problems pertaining to the body of both the items like body work, gas welding, leakage, replacement of ball cock, knob and miscellaneous if such problems occur.

7. Each and every part of AC, Water Cooler is included in this annual maintenance contract, non repairable parts/item/unit shall also be replaced by contractor.

8. Contractor shall directly follow the instructions by the SMC representative/authorized personal from concerned department at the site.

9. Contractor shall have to prepare machine wise History cards. After servicing, overhauling of the machine signature of authorized personal from concerned department or light department shall have to be obtained on such cards.

10. Contractor is responsible to provide man power/technicians on Sundays/public holidays also, if instructed to do so.

11. All employees deployed for the said work shall be provided with personal safety equipments & accessories. Contractor shall be responsible to the accident/injury/Loss to any of the staff members of them.

12. Contractor shall follow all applicable laws, rules, regulation for such type of work.

13. Before one month of the end of the contract period, a survey shall be carried out by the contractor together with the engineer in charge and new contractor and all the missing accessories and parts shall be changed/replaced by the contractor at free of cost.

14. If Design Life of any water purifier is over and water purifier is found not in working condition, it will be removed from scope of AMC work. If new water purifier has been installed at any location, it will be Added in this contract after in written intimation to contractor.

**TIME LIMIT / WORK COMPLETION PERIOD :-**

- Time limit for the entire work shall be 3(Three) year.

**EXPERIENCE REQUIRED :-**

- The contractor shall have an active experience of at least 01 (One) year in Annual Maintenance of different types of Water Purifier & Refrigerator Systems etc.

**SECURITY DEPOSIT/AGREEMENT/STAMP DUTY :-**

- Successful Contractor shall be required to deposit an amount equal to 2% of total order value as Security Deposit in Cash/ by Demand Draft within 10 (Ten) days from date of work order, otherwise penalty @ 0.065% of the Security deposit Amount per day of delay shall be charged.
Successful contractor shall also be required to enter into contract agreement along with undertaking and local surety on Gujarat Stamp Paper purchased from Surat worth Rs. 900.00 (i.e. 300.00 + 300.00 + 300.00 for each) (to be brought from Surat by the contractor) on getting the order. However, the stamp duty at prevailing rate shall be applicable if revised by Government.

**PRICES AND TERMS OF PAYMENTS:**

- All rates should be quoted including GST.
- Contractor must understand clearly that the prices quoted are for the total works i.e. Annual Maintenance and include all Material/Spares, labour, supervisions, transportation, loading unloading watch and ward etc. including GST. No claim for additional payment beyond the prices quoted will be entertained and contractor will not be entitled subsequently to make any claim on any ground.
- No payment shall be made in advance.
- Running bill will be paid quarterly.
- Retention money 7% will be deducted from each Running Bill. It shall be released in final bill.
- Final Bill shall be released after completion of Contract period.

**PENALTY CRITERIA:**

Contractor is expected to perform in the best engineering practice manner such that user department feel satisfaction of the services obtained. However in case of failure of such thing shall be lead to attraction of penalty. Following cause/incidence shall attract penalty:

- If breakdown call not attended within 24 hours from intimation, a penalty of Rs. 500/- per day shall be levied.
- If routine maintenance of all the machines is not carried out as per schedule(once in month), then SMC shall carry out the work at risk & cost of contractor, and expense incurred for completing the work plus penalty of Rs. 1000/- per machine shall be levied from bill and maximum penalty shall be 10% of contract value shall be charged and shall be deducted from bill.

**Note:** If the work is found unsatisfactory than the contract may be terminated & the security deposit will be forfeited as per the norms and as may be decided by the competent authority of Surat Municipal Corporation.

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Executive Engineer  
North Zone  
Surat Municipal Corporation

SEAL & SIGNATURE OF THE TENDERER:
SURAT MUNICIPAL CORPORATION
PRICE BID

Name of Work: All Inclusive Annual Maintenance Contract of Water Cooler & Refrigerator Sets Installed at various Municipal Buildings for 3(Three) Year In North Zone (Katargam) Area.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Model/ Type of Purifier</th>
<th>No. of Machine</th>
<th>Rate/ Machine/ Year in Rs.</th>
<th>Amount in Rs. (Including GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>40/80 ltr. Water cooler</td>
<td>23</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>150/150 ltr. Water cooler</td>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Refrigerator</td>
<td>6</td>
<td></td>
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<td>**</td>
<td>** Total Amount in Rs.</td>
<td></td>
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</tr>
<tr>
<td>**</td>
<td>** Net Total in Rs. (Including GST)</td>
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</tr>
</tbody>
</table>

-- SD --
Executive Engineer
North Zone
Surat Municipal Corporation

SEAL & SIGNATURE OF THE TENDERER:-