

**THE BRAITHWAITE BURN & JESSOP CONSTRUCTION CO LTD  
(A GOVERNMENT OF INDIA ENTERPRISE)  
27, R.N. MUKHERJEE ROAD  
KOLKATA – 700 001**

1.	TENDER NOTICE NO	NIT/DGM(P-V)/SB/AMC/WINDOW-SPLIT-AC/ALIPUR OFFICE
2.	DATE	14.06.2016
3.	SCOPE OF WORK/CONTRACT	AMC OF 01 NO. 1.0 TON WINDOW & 01 NO. 1.5 TON SPLIT VOLTAS AC MACHINES WITH COMPLETE MAINTENANCE AT OUR OFFICE 26, RAJA SANTOSH ROAD, ALIPORE, KOLKATA – 700 027
4.	PERIOD OF WORK/CONTRACT	01.07.2016 TO 30.11.2016
5.	DATE OF ISSUE OF TENDER	BETWEEN 14.06.2016 TO 20.06.2016
6.	PLACE, TIME AND LAST DATE OF SUBMISSION OF TENDER	AT 27, R.N. MUKHERJEE ROAD, 1 <sup>ST</sup> FLOOR, UPTO 11.00 HRS ON 20.06.2016
7.	OPENING OF TENDER	20.06.2016 AT 3 P.M.

ISSUED TO:

## **THE BRAITHWAITE BURN & JESSOP CONSTRUCTION CO LTD**

### **INSTRUCTION TO BIDDERS**

1. **Submission of Bid:** All the pages of the tender document to be signed with Company's seal by the bidders. The rates in the appropriate space in the **BILL OF QUANTITY** should be properly filled, both in figures and words. No overwriting, using of correction fluid will be allowed. Any correction will be done by scoring out the incorrect entry and inserting the new entry in a legible manner. Both the correction and new entry to be signed and sealed with Company's seal. In the event of any difference between figure & words of the quoted rates, the rate in word shall be considered for evaluating the tender.
2. The bidder should be Original Equipment Manufacturers (OEM) or their Registered/ Authorized Suppliers/ Distributors/ Dealers/ Authorized Sales & Service Partners. Authorization letter from the OEM (if OEM is not participating) to quote the bid shall be enclosed with the bid.
3. The bidder must fill the **BILL OF QUANTITY** with the appropriate column being duly filled-in, signed and sealed.
4. Conditional tenders shall be straightway rejected and no additional clause will be entertained.
5. BBJ administration reserves the right to accept/reject any or all of the tenders and split the scope of work to more than one agency/agencies without assigning any reason whatsoever. No claim will be entertained on account of this.
6. All duties, taxes, fees and other levies payable by the Agency under the contract or any other cause shall be included in the quoted price.
7. Validity of Tender – 90 days from the date of opening of tender or for a further period if mutually accepted.

## **THE BRAITHWAITE BURN & JESSOP CONSTRUCTION CO LTD**

### **SPECIAL CONDITIONS OF CONTRACT**

#### **1. SCOPE OF WORK:**

- a) To carry out complete Annual Maintenance Contract (AMC) of the 01 No. 1.0 Ton capacity Window Type Air Conditioner and 01 No. 1.5 Ton Split Type Air Conditioner of Voltas make at our Alipore Office at 26, Raja Santosh Road, Alipore, Kolkata – 700 027.
- b) The above maintenance includes on-site comprehensive Labour Warranty/On-site comprehensive spares warranty as applicable.
- c) The Annual Maintenance Contract will cover complete repairing/ procurement of spares from respective manufacturers and replacement of the same.
- d) Prompt and efficient service on part of the Agency in respect of the above is necessary.
- e) Interested bidders are advised that before submission of offer they should properly inspect the site and if any query should talk with the Competent Authority.

#### **2. DURATION OF THE CONTRACT:**

For a period on and from 01.07.2016 to 30.11.2016

#### **3. PAYMENT TERMS:**

Payment will be made after certification by the Competent Authority.

#### **4. TERMINATION OF CONTRACT:**

In case of failure to discharge the duties as per our requirement, BBJ reserves the right to cancel the order, either in part or full as the situation demands and get the work done by deploying other agency/agencies. Cost incurred for the above shall be recovered from the Agency's bill.

**BILL OF QUANTITIES**

Sl. No.	Description	Qty	<u>Rate(Rs)</u> (Per Machine Per Month.)	Amount (Rs.)
1.	a) AMC FOR 1.0 TON CAPACITY WINDOW TYPE AC  b) AMC FOR 1.5 TON CAPACITY SPLIT AC  AT OUR OFFICE OF 26, RAJA SANTOTH ROAD, KOLKATA - 700 027	01 NO.  01 NO.		

**(SIBAJI BANERJEE)**