F. No. 11-08/GA/2011-FSSAI

FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA
(A Statutory Regulatory Authority of Govt. Of India)
Ministry of Health & Family Welfare
FDA Bhawan, Kotla Road,
New Delhi

Dated: 7\textsuperscript{th} May, 2013

To,

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Subject: HVAC installed in the basement of FDA Bhawan – Repair thereof - Reg.

Sir,

I am directed to state that HVAC has been installed in the basement of FDA Bhawan. The details of the said HVAC are given below:

i) Make : Carrier

ii) Machine Model : 30 HCX 1155A-03 NOS

iii) Air Handling Units : 10 Nos.

iv) Boiler : 02 Nos.

v) Pump & Motors : 06 Nos.

vi) Cooling Towers : 02 Nos.

2. Some minor repair works are to be carried out in the said HVAC. The details of the repair works are given below;

<table>
<thead>
<tr>
<th>S.NO.</th>
<th>Description of Work</th>
<th>Rate (in INR)</th>
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<tbody>
<tr>
<td></td>
<td><strong>Compressor No. 2</strong></td>
<td></td>
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<tr>
<td>1.</td>
<td>Removing the Gas R-134 from the compressor completely and opening the end cover of the compressor for inspection of Packing, removing the Packing from the inspection cover of the compressor.</td>
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<tr>
<td>2.</td>
<td>Replacement of Packing of compressor re-fixing the cover plate, fitting the compressor back to operating, testing the compressor with pressure for stoppage of leakage of gas by Nitrogen Pressure, Vaccumizing the TOWER after pressure test, charging the gas taken out of the compressor in cylinders.</td>
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3. Charging of R-134 Refrigerant Gas in the system for topping up in the system.

<table>
<thead>
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<th>Compressor No. 3</th>
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<tbody>
<tr>
<td>1. Opening of defective Oil pump from the system, supply &amp; installation of New Oil Pump of same capacity i/c procurement, installation &amp; handling charges.</td>
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<tr>
<td>2. Supply and topping up of compressor oil in the compressor of required specifications of Carrier Aircon.</td>
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</table>

The Terms & Conditions of the P.T.O. repair work are as follows:

**Terms & Conditions:-**

(a) The contractor shall take over the repair of compressors of AC Plant from the Food Safety and Standard Authority of India (herein after refer as authority) and shall be responsible for its safety throughout the period.

(b) The contractor shall be throughout the period responsible for any damage caused to the chiller plants, compressor, boiler, cooling towers, pump, motors electrical/control panels and wiring etc. due to mishandling/negligence on the part of the contractor.

(c) The contractor has to arrange all Tools and Parts required for the successful repair of the compressors. The contractor shall return/submit those spare parts, which are being replaced to Shri. B.K. Singh, Caretaker of Authority.

(d) The contractor shall maintain log book for the visits of its personnel, maintain a register which shall be checked by an authorized person of Authority regularly.

(e) The work shall be carried out in accordance with specification required to be maintained in Carrier AC Plant and to the entire satisfaction of the Authority.
On completion of the repair work, the complete installation shall be handed over to the Authority by the contractor in working order with genuine parts.

Only standard/branded parts shall be replaced by the Contractor for repair of the unit. Parts should be checked by the Authority official before replacement.

Oil & Oil filler should be of standard company and should be used only which is required and compatible with Carrier plant.

The contractor shall give the functional warranty of the unit repaired for the specified period of warranty on the parts from the date of completion of the work.

Contractor shall require to deposit Rs. 15000/- as EMD by means of a demand draft in favour of Sr. Account Officer, FSSAI along with the quotation without which the tender will be rejected.

The contractor shall furnish a performance security to FSSAI @ 10% of the contract price. The EMD of the successful tenderer shall be adjusted against the performance security deposit. The performance security deposit shall be returned to the contractor after the successful completion of the work and shall not carry any interest.

The performance security deposit of the unsuccessful tenderers shall be returned within 90 days after the award of the contract.

The Contractor shall furnish a copy of Service Tax, PAN, ST Number and other relevant documents.

The Contractor shall furnish list of firms/organizations that it has successfully completed not less than 3 similar type of work.
(o) Payment will be made by the Authority on receipt of the bill from the Contractor. No advance payment will be made for any purpose.

(p) The Authority reserves the right to accept or reject any tender or part thereof or all tenders without assigning any reasons thereof.

(q) Authority reserves the right to forfeit the earnest money if the contractor fail to commence the work within stipulated time.

(r) In case of any dispute, the decision of the Authority shall be final.

(s) The Contractor can only visit and inspect the site on any working day between 10:00am to 3:00pm before submitting the quotation.

(t) The Service Provider should mention clearly regarding the rates quoted by it is inclusive of taxes or not. Details of the taxes need to be mentioned clearly.

(u) The bid should be valid for a period of 90 days from the date of closing of the submission of bids.

3. VALIDITY OF BIDS

The Bid shall be valid for acceptance for the period as indicated in the “invitation to Tender” (hereinafter referred to as validity period) and shall not be withdrawn on or after the opening of bids till the expiration of the validity period or any extension agreed thereof.

4. It is requested that necessary quotations for the repair of the above work item wise may please be sent to FSSAI on receipt of the Limited Tender but not later than 10th June, 2013.

Yours faithfully,

(Manish Kumar Singh)
Assistant Director (GA)