



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर Indian Institute of Technology Bhubaneswar

अरगूल/Argul, जटनी/Jatni, खुरधा / Khurda, ओडिशा/ Odisha-

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ENGINEERING SECTION/अभियांत्रिकी अनुभाग

SHORT QUOTATION CALL NOTICE

No. IITBBS/SE/Engg. Cell/01/2025-26

Dt.09.04.2025

The Superintending Engineer, IIT Bhubaneswar invites sealed percentage rate tenders in two bids from OEM (Original Equipment Manufacturer/ Authorized dealers of OEM having experience in Supply, Installation, Testing & Commissioning of cassette ACs.

Name of Work: Supply, installation, testing & commissioning of 04 nos. of 1.5 Tr 3-star cassette ACs in Room no-211 of SECS building at IIT Bhubaneswar, Argul.

Estimated Cost including GST (in Rs.)	EMD (in Rs.)	Time period of Completion	Last date & time of receipt of tender application	Date and time of opening of tender
4,57,577/-	9,152/-	20(Twenty) days	16/04/2025 up to 3.00 PM	16/04/2025 at 3.30 PM

Tender document can be downloaded from the institute website (www.iitbbs.ac.in.)

The earnest money should be deposited along with the tender in the form of DD only in favour of **REGISTRAR, IIT Bhubaneswar payable at Bhubaneswar** in a sealed envelope marked as **ENVELOPE 1**. Micro & Small enterprise Units who are registered under MSME act for similar works are exempted from submitting the EMD as per General finance Rule of Govt. Of India. The bidders have to submit the Documentary proof in support of relevant registration details. Tenders without EMD will be summarily rejected. Intending eligible tenderers must enclose pre-qualification documents i.e. attested true copies of original documents such as valid GST registration certificate, Authorization certificate from OEM, PAN. with latest IT return copies, experience and completion certificate for similar nature of work (issued by an officer not below the rank of Executive Engineer or equivalent) along with EMD in a sealed envelope marked **ENVELOPE 1**.

Bidder must be either OEM or an authorized dealer of OEM and must have service center at Bhubaneswar. The details of the service center like Postal address, E-mail ID, contact number etc. must be submitted along with the bid & the same needs to be enclosed in the technical bid i.e. in Envelope-1. The TDS (Technical data sheet) of the Cassette AC to be supplied by the bidder must also be submitted by the bidder with the technical bid. **The bid is liable for rejection in case the above information are not submitted at the time of submission of the bid.**

The bidders should have satisfactorily completed the works as mentioned below during the last 07(seven) years:

- Three(03) similar works each costing not less than 40% of estimated cost, or
- Two (02) similar works each costing not less than 60% of estimated cost, or
- One (01) similar work costing not less than 80% of estimated cost.

The bidders must have executed the works in any Central/State Government Department/Central Autonomous Body/Central Public Sector Undertaking. Documentary proof (Copy of the Work Order and its completion certificate from the client) duly certified by concerned authority to be submitted). Similar work is defined as SITC of cassette ACs in any Govt. / PSU/ Autonomous body.

Annexure-A of the tender document duly filled in and signed by the bidders must be enclosed in a sealed envelope marked as **ENVELOPE 2** known as price bid. The envelopes marked 1 and 2 must be enclosed in an envelope super scribing “**Supply, installation, testing & commissioning of 04 nos. of 1.5 Tr 3-star cassette ACs in Room no-211 of SECS building at IIT Bhubaneswar, Argul**” should be dropped in the tender box in the SE office located in the 3rd floor of Main Administrative Building of IIT Bhubaneswar at Argul, Jatni.

Copy to: 1. Notice Board
2. Website of IIT Bhubaneswar.

Sd/-
Superintending Engineer (Civil)

QUOTATION SCHEDULE

Name of the work: Supply, installation, testing & commissioning of 04 nos. of 1.5 Tr 3-star cassette ACs in Room no-211 of SECS building at IIT Bhubaneswar, Argul.

SI No.	Description of items	Unit	Qty	Rate in Rs.	Amount in Rs.
1.	Supply of 1.5 Tr 3-star cassette AC as per following specification 1- BEE star rating- Minimum 3 star 2- Refrigerant type- R32 3- Operating voltage- 240V, 1-phase, 50 Hz 4- Indoor flow type- 4 way flow 5- Material of condenser- Copper (Daikin, LG, Carrier, Godrej, Hitachi, Blue-star, VOLTAS)	Nos.	4	77,000.00	3,08,000.00
2.	Installation. Testing & Commissioning of cassette AC which includes supply of hanging materials like tie rods, fasteners & other hardware as required at site.	Nos.	4	4,500.00	18,000.00
3.	Supply, installation, testing of copper pipe of suitable size with insulation foam of suitable thickness in line with the OEM's installation manual along with the hardware including support materials for hanging of copper pipes from the ceiling etc as required .	Rft.	250	310.00	77,500.00
4.	Supply and installation of interconnecting cable of suitable size as per recommendation of OEM	Rft	280	50.00	14,000.00
5.	Supply & installation of drain pipe of suitable size with insulation along with the hardware including support materials for hanging of drain pipe from the ceiling etc as required	Rft.	124	90.00	11,160.00
6.	Supply & installation of wrapping tape	Nos.	25	100.00	2,500.00
7.	Supply & installation of outdoor stand	Nos.	4	900.00	3,600.00
	Total				4,34,760.00
	GST@18% for item 2-6 (GST@28% included in item-1)				22,816.80
	Grand Total				4,57,576.80
	Add _____% (percentage) above/at par/below the total above				
	Total				

Total Amount in Figure/Words-----

Sd/-

Signature of the Agency

Superintending Engineer (Civil)

Scope of work:

- A. Scope of work towards Supply, Installation, Testing & Commissioning (SITC) of 1.5 TR capacity 3-star rating Cassette ACs.
1. The successful bidder after award of the work shall visit the site to check the feasibility of installation at site. After the site visit, a lay out for the installation of the ACs to be submitted to IIT for approval.
 2. After approval of the layout, 04 nos of Cassette ACs have to be supplied as per the TDS submitted at the time of submission of bid & are to be installed in 03 different rooms in SECS Building at IIT Bhubaneswar, Argul, Jatni, Khordha, Odisha.
 3. The installation of the ACs should be done as per the OEM's installation manual by authorized vendor of OEM.
 4. Trained technicians/supervisor must be deployed for the installation of the Air Conditioners at site.
 5. Copper pipe of suitable size, thickness (as per IS/ASTM standard) as per the recommendation of the OEM must be supplied & installed at site for individual AC units. Jointing of copper pipe to be avoided. However, where the length is more, the jointing shall be done with the help of a skilled person following the standard procedure.
 6. Drain pipe lines to be supplied & installed at site & shall be insulated properly with to avoid condensation & water leakage issue.
 7. The materials required for hanging of copper pipe and drain pipe to be supplied & installed.
 8. **The false ceiling is already existing at site. However, cutting of the ceiling for the indoor will be done by IIT.**
 9. **Power supply arrangement for the ACs is under the scope of IIT.**
 10. The bidder must take permission before start of the work.
 11. The bidders may visit the site before submitting the quotation.
 12. The cutting and sealing of wall/service shaft for running of the copper pipes and drain pipes is under the scope of the bidder.
 13. Copper pipes, Drain pipe shall be laid as per the actual requirement at site. Payment will be made as per actual measurement.
 14. Standard procedure shall be followed while filling refrigerant.
 15. Pressure testing in line with the OEM's installation manual to be conducted at site for the copper pipe line.
 16. The ODUs are to be placed over the stand/bracket to be supplied by the firm.
 17. After completion of the erection work, the ACs are to be tested. The following parameters to be recorded in the commissioning report.
 - i- System Voltage & load current.
 - ii- Room temperature with operation of the AC at different temperature.
 - iii- Refrigerant gas pressure at suction & discharge side.
 18. During gas filling, care should be taken by the firm to avoid gas leakage to the surrounding.
 19. All the tools, machineries, ladders, testing equipment required for the work shall be arranged by the firm at site.
 20. The whole work shall be warranted for a period of 01 year. However, OEM's standard warranty will be applicable for the supplied items. During warranty, necessary repairing/replacement shall be done by the firm free of cost.

21. Test reports, Technical data sheet, Operation, maintenance & installation manual of the supplied items shall be handed over to IITBBS.

Signature of Agency

Superintending Engineer(C)

Commercial & other TERMS AND CONDITIONS

1. **Scope of work:** Details enclosed as **Annexure- A & B.**
2. **Consumables/Small items:**

The rates shall be all inclusive of establishment as well consumables/small items required for the work. The agency is required to assess the probable quantity of all types of consumables & other small items likely to be required for execution of the work. Nothing extra on account of consumables shall be payable over and above the contract value. The items shall have to be approved by Engineer in-charge of IIT BBS before use.
3. Necessary clarification if any required by the Institute during scrutiny of the bid shall be furnished by the tenderer within the time given by the Institute.
4. The bid submitted shall become invalid in case the bidder is found ineligible or found defaulter in submitting any of the required documents as per the short Quotation call notice.
5. **Taxes and Duties:** GST as per actual to be reimbursed on issue of tax invoice & proof of payment to Govt. of India. GST element has to be disclosed separately in the invoices. However, Taxes & labour cess as applicable will be deducted from the agency's Bill.
6. The Agency shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in the Schedule of Quantities, which rates and prices shall, except as otherwise provided, cover all his obligations under the Contract and all matters and things necessary for the proper completion of the works.
7. **Specification:** The execution of work should be done at site as per the specifications and material approved by the Engineer-in-Charge. The materials to be supplied at site must confirm to the relevant IS standard & needs to be approved from the EIC before supply.
8. **Inspection & Tests:**

The Institute or its representatives shall have the right to inspect and test the items for their conformity to the specifications/standards. The agency has to submit the test certificates of the items to be supplied as desired by the Engineer in-charge. The instrument/equipment required for the tests must be arranged by the agency within the contract value. The test certificates/calibration certificate of the equipment/instrument must be submitted.

The materials on receipt in the Institute's premises shall be checked in presence of the Institute representative and if any material or part thereof is found defective, the same shall be replaced by the Agency.
9. **Time for completion:**

The work shall be completed within **20(Twenty) days** from the date of issue of work order.

10. Terms of Payment:

No advance payment will be made to the agency. Payment will be made as per the following.

- a- Payment will be made after completion of the work as per the detailed scope, schedule after deducting the security amount & other deductions as applicable.
- b- Payment will be made as per actual measurement & taking into account the variation clause if applicable.

11. In the case of discrepancy between the schedule of specifications, the following order of preference shall be observed:

- i) Description of Schedule of quantities.
- ii) Particular Specification and special condition, if any.
- iii) CPWD specifications.
- iv) Indian Standard specification of BIS.

12. If there are varying or conflicting provisions made in any one document forming part of the contract, the accepting authority shall be the deciding authority with regard to the intention of the document and his decision shall be final and binding on the agency.

13. Deviation:

30% positive variation is permitted in the quantity of the schedule items if any during execution of the work & the payment will be made as per the rate quoted by the successful bidder. After 30% variation, rates will be decided based on the market rate, the cost of which shall be submitted by the agency for approval.

For new items, rate will be decided based on latest DSR rate of CPWD or market rate as applicable, the cost of which will be submitted by the agency for approval.

14. Paying Officer: The Registrar, IIT Bhubaneswar.

15. Performance guarantee: 5% of Tendered value shall be deposited by the successful bidder in the form of Demand Draft drawn in favor of Registrar, IIT Bhubaneswar payable at Bhubaneswar from any nationalized bank or same can be furnished in the form of Bank Guarantee (BG) from any Nationalized Bank operating inside India or Fixed Deposit Receipt of any scheduled Bank as per prescribed format attached as **Annexure-D** in favor of Registrar IIT Bhubaneswar. In case the agency fails to deposit the said performance guarantee within the schedule period including the extended period, EMD will be forfeited automatically without any notice to the agency. The Performance guarantee amount will be released after successful completion of the work on written request from the agency. In case the time for completion of work gets enlarged, the agency shall get the validity of Performance Guarantee extended to cover such enlarged time for completion of work. The amount will be forfeited & credited to IIT BBS's account in case of non-compliance of the terms & conditions of the short QCN. No interest is payable to the bidder against the performance bank guarantee. If the agency does not start the work or does not perform the assigned work properly and/or in time as per the completion schedule, the Institute may forfeit the performance guarantee.

In the event of the contract being determined or rescinded under provision of any of the Clause/Condition of the contract, the performance guarantee shall stand forfeited in full and shall be absolutely at the disposal of IIT Bhubaneswar.

The time allowed for submission of the performance guarantee shall be 07 working days from the date of issue of "Letter of Intent/Acceptance" (LOI/LOA). This period can be further extended at the written request of the agency by the Engineer-in-charge for a maximum period ranging from 1 to 10 days with a late fee @ 0.1% per day of Performance Guarantee Amount. If the bidder still fails to deposit the performance guarantee within the extended time period, i.e. within 8th day to 17th day

from the issue of letter of Intent (LOI), his/her bid will be rejected and treated as cancelled and the entire Earnest Money Deposit shall be forfeited.

16. Return of EMD:

The earnest money given by all the bidders except the successful bidder will be refunded

Immediately after the expiry of bid validity period or immediately after issue of Work Order to the successful bidder, whichever is earlier. Earnest money of the successful bidder shall be refunded on receipt of Performance Guarantee to be submitted by the agency on award of LOI/LOA.

17. **Warranty:** The materials, works shall be warranted against any defect for a period of 1 year from the date of final testing, commissioning. During this period, the agency has to replace/repair the defective material free of cost, failing which equivalent amount will be deducted from Security deposit. Standard warranty certificate issued from OEM shall be handed over to IIT at the time of handing over of the installation to IIT.
18. **Security Deposit (SD):** Security deposit @ 5% of the gross value of the work will be deducted from the final bill and kept as security deposit by IIT Bhubaneswar. S.D can be released after 14 months from successful completion of the work to the satisfaction of the Engineer in-charge.
19. **Liquidated Damage:** Liquidated damage @ 0.5% of the tendered value of the work lagging behind per week of delay in completion of the work shall be levied subject to maximum 10% of Contract value.
20. The Bid for the work shall remain open for acceptance for a period of 90 days from the date of opening of bid. If any bidder withdraws his Bid before the said period or issue of letter of intent/acceptance whichever is earlier, or makes any modification in the terms and conditions of the bid which are not acceptable to the Institute, then the Institute shall, without prejudice to any other right or remedy, be at liberty to forfeit the Earnest Money. Further the bidders shall not be allowed to participate in the re-bidding process.
21. **Place of Work:** The entire work is to be completed at IIT Bhubaneswar campus at Argul, Jatani.
22. Executive Engineer-Electrical, IIT Bhubaneswar will be the Engineer in-charge for the work.
23. Superintending Engineer, IIT Bhubaneswar will be the Accepting authority of the tender for the work.
24. **Site Inspection by the Bidders:** The tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of site, the means of access to the site and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools and plants, water & electricity access, facilities for the workers and all other services required for executing the work.
25. Source of water & power will be shown by IIT Bhubaneswar. Water & electricity required for the work will be provided free of cost.
26. **Safety:** All safety measures are to be followed by the successful bidder while execution of the contract & safety standard shall be followed as per IE (Indian Electricity) rule, while working near charged Electrical panel/on Electrical system. The Institute does not hold responsibility for any untoward situation arising out due to violation of safety rules. Work permit shall be obtained from IIT BBS before taking up the work.

27. IIT will not be responsible or liable in case of any accidental injury to the personnel of the agency at work site or to the general public at work site due to mishandling/improper work execution by the personnel of the agency. Workmen compensation, PF, ESI of the employees shall be taken care by the agency.
28. After completion of work, area to be thoroughly cleaned by the agency and the waste are to be taken out by the agency through proper waste management.
29. It will be the sole responsibility of the Agency to abide by the provisions of the following acts as to the workers engaged by him for performance of this contract:
- Employment of Children Act
 - Workmen Compensation Act
 - Employment of Labour / Contract Labour Act
 - Industrial Employment Act
 - Contract Labour Abolition and Regulation Act 1970
 - Minimum Wages Act
 - Employee Provident Fund Act.
 - Any other act or legislation which may govern the nature of the contract.
30. The Agency shall be liable to pay compensation for any loss and damage caused to the property of IIT BHUBANESWAR. The damages made must be rectified by the agency without any extra cost. In case, the rectification will not be done by the agency, equivalent amount as assessed by the Engineer in-charge will be deducted from the Bill of the agency. The cost for the same will be assessed by tender accepting authority and will be limited to the tendered amount.
31. **Engineer & Workmanship:** The Engineer/Supervisor/Technician/Helper to be deployed at site must have experience in execution of similar work. If the Institute feels to replace any of the person to be replaced because of any reason, the same must be done by the agency on intimation from IIT BBS.
32. **Gate Pass:** The agency must issue/ submit ID proof of all the workers to be deployed at site for entry pass at the time of entry.
33. **Risk Purchase:**
- In the event of Agency's failure to execute the contract to the satisfaction of the Institute, the Institute reserves the right:
- a-To reject any part of the Contract executed and withhold payment for such portion of the Contract till such time the defects are rectified to the satisfaction of the Institute.
 - b-To terminate the Contract and to get the Contract executed by other agency at the risk and cost of the Agency.
34. **Personal Accident Insurance:**
- The entire agency's employee will have to be covered under insurance against any personal accident and Institute will not be liable for payment of any compensation on that account. During the execution of work, the agency shall follow all standard norms of safety measures / precautions to avoid the accident / damages to man, machineries and building. On non-adherence of this clause, suitable fines shall be imposed as decided by engineer in charge, Institute. But, in no case the fine imposed by the Institute exceeds the contract value.
35. The Institute reserves the right to cancel the Short QCN at any time without assigning any reason thereof.
36. Corrigendum /Addendum notice if any, will only be uploaded in the web site of IIT Bhubaneswar www.iitbbs.ac.in (Tenders). There will be no press publication in this regard. Bidders are required to check the Corrigendum /Addendum notice if any in our web site, before finally submitting the bid.

37. Jurisdiction of the Court: Dispute/Litigation if any, arising out of this contract, shall be deemed to have been entered into at Bhubaneswar under jurisdiction of Odisha High Court, Cuttack.

Signature of Agency

Superintending Engineer(C)

Form of Performance guarantee / Bank guarantee bond

In consideration of IIT Bhubaneswar having offered to accept the terms and conditions of the proposed agreement betweenand (Hereinafter called “the said contractor(s)” for the work (hereinafter called “the said agreement”) having agreed to production of an irrevocable Bank Guarantee for Rs.....(Rupees.....only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We(hereinafter referred to as the “Bank”) hereby undertake to (indicate the name of the Bank) pay to IIT Bhubaneswar an amount not exceeding Rs (Rupees.....only) on demand by IIT Bhubaneswar.
2. We do hereby undertake to pay the amounts due and payable (indicate the name of the Bank) under this Guarantee without any demur, merely on a demand from IIT Bhubaneswar stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs..... (Rupees.....only).
3. We, the said Bank, further undertake to pay to IIT Bhubaneswar any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder, and the contractor(s) shall have no claim against us for making such payment.
4. We further agree that the Guarantee herein contained shall (indicate the name of the Bank) remain in full force and effect during the period that would be taken for the performance of the said agreement, and it shall continue to be enforceable till all the dues of IIT Bhubaneswar under or by virtue of the said agreement have been fully paid, and its claims satisfied or discharged, or till the Engineer-in-charge, on behalf of IIT Bhubaneswar, certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s), and accordingly discharges this guarantee.
5. We further agree with IIT Bhubaneswar that IIT Bhubaneswar (Indicate the name of the Bank) shall have the fullest liberty without our consent, and without effecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by IIT Bhubaneswar against the said contractor(s), and to forbear or enforce any of the terms and conditions relating to the said agreement, and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of IIT Bhubaneswar or any indulgence by IIT Bhubaneswar to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).

7. Welastly undertake not to revoke this Guarantee except with
(indicate the name of the Bank) the previous consent of IIT Bhubaneswar in writing.

8. This Guarantee shall be valid up tounless extended on demand by IIT
Bhubaneswar.

Notwithstanding anything mentioned above, our liability against this Guarantee is restricted
to Rs

..... (Rupeesonly), and unless a claim in writing is lodged with us
within six months of the date of expiry or extended date of expiry of this Guarantee all our
liabilities under this Guarantee shall stand discharged.

Dated theday of..... For

(Indicate the name of the Bank)