



**Government  
eProcurement  
System**

## eProcurement System Government of India

### Tender Details

Date : 19-Aug-2025 11:02 AM

Print

#### Basic Details

<b>Organisation Chain</b>	Maulana Azad National Urdu University  Hyderabad-Telangana - MANUU		
<b>Tender Reference Number</b>	MANUU/ENGG/2025-26/F318/06		
<b>Tender ID</b>	2025_MANUU_873711_1	<b>Withdrawal Allowed</b>	Yes
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	Item Rate
<b>Tender Category</b>	Services	<b>No. of Covers</b>	2
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	No
<b>Payment Mode</b>	Offline	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No	<b>Allow Two Stage Bidding</b>	No

#### Payment Instruments

Offline	S.No	Instrument Type
	1	Demand Draft

#### Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Copy of GST
		.pdf	Copy of PAN
		.pdf	Declaration of Non Blacklisted
		.pdf	Proof of EMD
		.pdf	Copy of Experience
		.pdf	Latest Turnover and TDS Certificate duly certified by CA
		.pdf	Copy of Rental Agreement or Sale deed for proof of residence
2	Finance	.xls	BoQ for Annual Rate Contract of ACs and WCs in MANUU Campus Gachibowli Hyderabad for one year

#### Tender Fee Details, [Total Fee in ₹ \* - 0.00]

<b>Tender Fee in ₹</b>	0.00	
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#### EMD Fee Details

<b>EMD Amount in ₹</b>	20,000		Yes
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<b>Fee Payable To</b>	Nil	<b>Fee Payable At</b>	Nil			<b>EMD Exemption Allowed</b>	
<b>Tender Fee Exemption Allowed</b>	No			<b>EMD Fee Type</b>	fixed	<b>EMD Percentage</b>	NA
				<b>EMD Payable To</b>	Payable To Finance Officer MANUU	<b>EMD Payable At</b>	Payable At Hyderabad

[Click to view modification history](#)

<b>Work / Item(s)</b>					
<b>Title</b>	Annual Rate Contract of ACs and WCs in MANUU Campus Gachibowli Hyderabad for one year				
<b>Work Description</b>	Annual Rate Contract of ACs and WCs in MANUU Campus Gachibowli Hyderabad for one year				
<b>Pre Qualification Details</b>	Please refer Tender documents.				
<b>Independent External Monitor/Remarks</b>	NA				
<b>Show Tender Value in Public Domain</b>	No				
<b>Tender Value in ₹</b>	10,00,000	<b>Product Category</b>	Air-Conditioner	<b>Sub category</b>	NA
<b>Contract Type</b>	Rate Contract	<b>Bid Validity(Days)</b>	90	<b>Period Of Work (Days)</b>	365
<b>Location</b>	MANUU Campus Gachibowli, Hyderabad	<b>Pincode</b>	500032	<b>Pre Bid Meeting Place</b>	NA
<b>Pre Bid Meeting Address</b>	NA	<b>Pre Bid Meeting Date</b>	NA	<b>Bid Opening Place</b>	Admin Building MANUU Campus, Gachibowli, Hyderabad
<b>Should Allow NDA Tender</b>	No	<b>Allow Preferential Bidder</b>	No		

<b>Critical Dates</b>			
<b>Publish Date</b>	20-Aug-2025 09:00 AM	<b>Bid Opening Date</b>	04-Sep-2025 10:00 AM
<b>Document Download / Sale Start Date</b>	20-Aug-2025 09:00 AM	<b>Document Download / Sale End Date</b>	03-Sep-2025 10:00 AM
<b>Clarification Start Date</b>	20-Aug-2025 09:00 AM	<b>Clarification End Date</b>	03-Sep-2025 10:00 AM
<b>Bid Submission Start Date</b>	20-Aug-2025 09:00 AM	<b>Bid Submission End Date</b>	03-Sep-2025 10:00 AM

<b>Tender Documents</b>				
<b>NIT Document</b>	<b>S.No</b>	<b>Document Name</b>	<b>Description</b>	<b>Document Size (in KB)</b>
	1	Tendernotice_1.pdf	Annual Rate Contract of ACs and WCs in MANUU Campus Gachibowli Hyderabad for one year	4272.16
<b>Work Item Documents</b>	<b>S.No</b>	<b>Document Type</b>	<b>Document Name</b>	<b>Description</b>
	1	BOQ	BOQ_918452.xls	Annual Rate Contract of ACs and WCs in MANUU Campus Gachibowli Hyderabad for one year

### **Bid Openers List**

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	aecivil-manuu@manuu.ac.in	Mohammed Inthesar UI Baqi	MOHD INTHE SARUL BAQI
2.	santosh.aee@manuu.edu.in	Togiti Santosh	TOGITI SANTOSH
3.	mdhabeebkhan.manuu@nic.in	MD. Habeeb Khan	MD HABEEB KHAN
4.	habibulla@manuu.edu.in	Habibulla Palagiri	PALAGIRI HABIBULLA

**GeMARPTS Details**

<b>GeMARPTS ID</b>	C5YXQP6JA6YV
<b>Description</b>	Annual Rate Contract for maintenance of ACs and WCs in MANUU Campus, Gachibowli, Hyderabad
<b>Report Initiated On</b>	19-Aug-2025
<b>Valid Until</b>	18-Sep-2025

**Tender Properties**

<b>Auto Tendering Process allowed</b>	No	<b>Show Technical bid status</b>	Yes
<b>Show Finance bid status</b>	Yes	<b>Stage to disclose Bid Details in Public Domain</b>	Technical Bid Opening
<b>BoQ Comparative Chart model</b>	Normal	<b>BoQ Comparative chart decimal places</b>	2
<b>BoQ Comparative Chart Rank Type</b>	L	<b>Form Based BoQ</b>	No

**TIA Undertaking**

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	<a href="#">PPP-MII Order 2017</a>	Not Applicable	Not procurement of Goods. Nature of proposed works is rate contract for maintenance of existing Air Conditioners and Water Coolers
2	<a href="#">MSEs Order 2012</a>	Agree	

**Tender Inviting Authority**

<b>Name</b>	I/c Engineering Section
<b>Address</b>	Room No 22, Admin building MANUU Campus Gachibowli, Hyderabad

**Tender Creator Details**

<b>Created By</b>	Togiti Santosh
<b>Designation</b>	Assistant Engineer
<b>Created Date</b>	19-Aug-2025 10:20 AM



## NOTICE INVITING TENDER

For Annual Rate Contract for maintenance of Air conditioners and Water coolers including supply of spare parts and consumables on need basis in MANUU Campus, Gachibowli, Hyderabad for a period of one year

[Tender published on e-procurement (CPPP) of GOI]

Notice Inviting e-Tender No.	MANUU/ENGG/2025-26/06
Type of Tender/ Bidding	Open through e-Procurement
Submission of Bids	Online on CPPP portal only
Name of Work	Annual Rate Contract for maintenance of Air conditioners and Water coolers including supply of spare parts and consumables on need basis in MANUU Campus, Gachibowli, Hyderabad for a period of one year
Earnest Money Deposit (EMD)	Rs 20,000/-
Performance Guarantee	Rs 50,000/-
Date of start of Bid submission	As per the CPP Portal
Last date & Time for submission of Bids	As per the CPP Portal
Date & Time of Opening of Technical Bids	As per the CPP Portal
Date and Time of Opening of Financial Bids	Technically qualifying bidders will be informed through CPPP
Submission of hard copies of EMD	The original EMD should reach the Engineering Section, MANUU on or before the last date & time of submission of bids.

For and behalf of President of India

*[Signature]*  
I/c Engineering Section  
MANUU

### **TENDER DOCUMENT FOR ANNUAL RATE CONTRACT**

For supply of spare parts, consumables, providing repairs and servicing of Air conditioners and Water coolers in MANUU Campus, Gachibowli, Hyderabad for a period of one year

#### **Table of Contents**

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*Certified that this N.I.T contains 1 to 19 pages (Nineteen) only.*

For and behalf of President of India

  
I/c Engineering Section  
MANUU



### **INSTRUCTIONS FOR BIDDER**

1. The intending bidder must carefully read the bid document and should submit his bid only if he considers himself eligible and he is in possession of all the documents required.
2. Contractors/Agencies who fulfill the following requirements shall be eligible to apply.
  - a) (a) Should have the Average Annual Turnover of Rs.4,00,000/- during the preceding three years.

and

- b) Should have satisfactorily completed the works as mentioned below in any one financial year during the last five financial years ending previous day of last date of submission of bids.
      - i. Three similar works each costing not less than Rs. 4,00,000/- in any organization.
      - or
      - ii. Two similar works each costing not less than Rs. 6,00,000/- in any organization.
      - or
      - iii. One similar work costing not less than Rs. 8,00,000/- in any organization.

Note:- Similar work means maintenance of cooling machines such as window/split/Floor mount/ceiling suspended/ductable type air conditioners, water coolers/dispensers, supply of spares of cooling machines etc.,

3. Work completion reports certified by competent authority of the organization only will be accepted as experience certificate. Certificate not issued in the name of bidder (Contractor) by an authority will not be accepted. Mere work order or purchase order etc., issued will not qualify for experience.
4. The copies of relevant certificates of TDS and Turn over certificate duly certified by CA, for the years 2022-23, 2023-24 and 2024-2025, PAN Card, GST registered certificate along with other required documents should be uploaded in the technical bid.
5. To become eligible for issue of tender, the tenderer shall have to furnish a declaration of non-blacklisting as per Annexure-I of this NIT.
6. Instructions for bidders posted on website shall form part of bid document.
7. The successful bidder shall enter into an agreement with the competent authority of the University. Bidders shall quote his rate against each item(s) as prescribed in form which will form part of the agreement.
8. Tenders shall be accompanied with Earnest money of Rs 20,000/- in the form of FDR of a scheduled bank (or) demand draft (or) banker cheque of a scheduled bank issued in favour of FINANCE OFFICER, MANUU payable at Hyderabad. The bid security is normally to remain valid for a period of 45 days beyond the final bid validity period of 60 days. However, the firms / companies registered as Micro and Small Enterprises (MSEs) or as defined in Government of India's MSE Procurement Policy, Start-ups as recognized by Government of India, Department of Industrial Policy & Promotion are exempted to furnish bid security subject to production of proof of their registration under this category.
9. The bid can only be considered as valid if the EMD cover containing the original EMD and required documents are submitted in the office of I/c Engineering Section MANUU on or before last date of submission of bids as prescribed.
10. The Earnest Money drawn in favour of Finance Officer, MANUU, Hyderabad shall be scanned and uploaded to the e-tendering website (CPPP) within the period of bid submission. The original EMD should be deposited in the office of I/c Engineering Section, MANUU on or before last date of submission of bids.

11. The Bidder, whose tender is accepted, will be required to furnish performance guarantee of Rs 50,000/- within 07 days from issue of letter of acceptance. In case the contractor fails to deposit the said performance guarantee within 07 days or the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.
12. Performance guarantee should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the contractor.
13. GST or any other taxes applicable in respect of this contract shall be payable by the Contractor. **The item rate quoted by him shall be indicated with GST component and MANUU will not entertain any claim for reimbursement whatsoever in respect of the same.** The quoted item rates of the contract shall be final and nothing extra shall be paid.
14. **The bidder should have an operating office or branch in Hyderabad, Telangana. A copy of rental agreement or sale deed for proof of residence shall be furnished.**
15. Contractor shall upload documents in the form of PDF formats as prescribed on CPPP.
16. Applicants are advised to keep visiting the above mentioned web-sites from time to time (till the deadline for bid submission) for any updates in respect of the tender documents, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the applications complete in all respects including updates thereof, if any. An incomplete application may be liable for rejection.
17. Submission of required bid and all other tender documents by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the supply to be done.
18. The competent authority on behalf of MANUU does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
19. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
20. The I/c Engineer reserves to himself the right of accepting the whole or any part of the tender and the bidder shall be bound to perform the same at the rate quoted.
21. **The successful tenderer/contractor, on acceptance of his tender by the Accepting Authority shall sign the contract as per Annexure-II.**
22. The award of the contract shall be to the tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.
23. The Labour engaged and working equipment brought by the contractor for the work shall be recorded in the MANUU Security main gate before entering in to the premises and obtain necessary gate pass.
24. The bid submitted shall become invalid if:
  - (i.) The bidder is found ineligible.
  - (ii.) The bidder does not deposit original EMD with the office of I/c Engineering Section, MANUU.
  - (iii.) The bidder does not upload all the documents as stipulated in the bid document i.e., Copy of Experience certificate, GST registration, PAN card, Proof of residence and the scanned copy of EMD/Receipt issued by I/c Engineering



- Section, MANUU.
- (iv.) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest bidder in the office of tender opening authority.
  - (v.) If a bidder does not quote any rates for any item (s), the tender shall be treated as invalid and will not be considered as lowest.
  - (vi.) Bids on which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the bidders.
  - (vii.) The lowest bidder does not deposit all the original documents (except those original documents already submitted) within a week opening of tender.
  - (viii.) The Bidder does not furnish the Performance Guarantee as per NIT condition.
  - (ix.) The Bidder does not furnish the latest declaration of 'Non-blacklisting as per annexed Form
25. If any information furnished by the applicant is found to be incorrect at a later stage, he shall be liable to be debarred from Bidding/taking up of works in MANUU. The University reserves the right to verify the particulars furnished by the applicant independently.
  26. The University reserves the right to accept or reject any prospective bids without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
  27. No bids shall be withdrawn in the interval between the last date of submission of bids and expiration of the period of bid validity of 60 days .
  28. While all efforts have been made to avoid errors in preparation of tender documents, the bidders are advised to check the same carefully. No claim on account of any error detected in the tender document shall be entertained.
  29. At any time prior to the date of submission of bids, MANUU may, whether on its own initiative or in response to a clarification sought by a prospective bidder, amend bid documents by using corrigendum which shall be notified on CPPP and MANUU official website.
  30. Any dispute arising out of this Bid including dispute related to encashment of any Bank Guarantee/ FDR etc., shall be subject to the jurisdiction of courts at Hyderabad only.
  31. List of Documents to be placed in the EMD cover within bid submission period are:
    - i. Demand Draft or Banker's Cheque in favour of "Finance Officer, MANUU, Hyderabad.
    - ii. Work experience certificate as per Point No 2 above.
    - iii. Valid GST Registration.
    - iv. Copy of PAN card.
    - v. Copy of Declaration of Non blacklisting (Annexure-I)
    - vi. TDS and Turn over certificate duly certified by CA for latest three previous consecutive years.
    - vii. Copy of rental agreement / Sale deed copy for residence proof.
  32. The following Technical and Finance bid documents shall be uploaded simultaneously with scanned copies in e-procurement web site. The tender documents may also be seen at University website-www.manuu.edu.in:-
    - i . **Technical bid documents :-** The Technical bid shall contain all the documents scanned and uploaded in the concerned website, based on which the bidder claim to be eligible as



per eligibility criteria prescribed in NIT. Any disclosure of finance bid in the technical bid documents will lead to summary rejection of bid. The documents required for technical bids mentioned in Point No 31 shall be uploaded on CPP portal.

- ii. **Financial bid documents :-** The Financial bid shall contain the duly filled BoQ documents in the prescribed format on CPP portal only. The financial bid of only those tenderers who have been qualified during the scrutiny and technical evaluation will be opened separately on a specified date (with due intimation to the qualified bidders) and further processed, as per tender procedure/stipulations.

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority.

**Contact person of the Tender Inviting Authority:**

Mr.Inthesarul Baqi, I/c Engineering Section  
(Phone 040 – 23008320/Cell No. 914023120600 )

**POSTAL ADDRESS:** OFFICE OF THE I/C ENGINEERING SECTION  
Room No.15 & 16, Ground Floor, Administrative Building,  
Maulana Azad National Urdu University, Gachibowli, Hyderabad-500032,  
Telangana state. E-mail Id: executive\_engineer@manuu.edu.in

### **General Conditions of Contract**

1. The work shall be executed as per manufacturer's specifications, and specifications of Bureau of Indian Standards.
2. Before tendering, the contractor shall keep in view, the site at MANUU Campus, Gachibowli, Hyderabad and shall fully acquaint himself about the conditions prevailing at site, availability of materials, etc suitable locations for stores and camp, transport facilities, the extent of leads and lifts involved in achieving the completion of all the jobs connected to the work.
3. The contractor should furnish the contact telephone/cell phone numbers of self and their supervisor's to the institute. The working hours shall be from 9.00 AM to 5.00 PM on all working days of the week but if required, the contractor should execute the works beyond the normal working hours and holidays as per the requirement of the University.
4. The contractor shall at his own expense and risk arrange the storage of materials required for carrying out of all jobs connected with the completion of the work.
5. It shall be deemed that the contractor has satisfied himself as to the nature and location of the work, transport facilities, etc. the University will bear no responsibility for lack of such knowledge & the consequences thereof.
6. The contractor shall attend the jobs based on the requisitions received in the Engineering Section as per the directions of the I/c Engineering section. Nothing extra shall be paid on this account.
7. The I/c Engineering Section shall have full powers for removal of any or all of the sub-standard/unauthorized materials brought to site by contractor which are not in accordance with the contract specifications or do not conform, in character or quality meeting the required standards. In case of default on the part of the contractor in removing rejected materials, the I/c Engineering Section shall be at liberty to have them removed at the risk and cost of the contractor.
8. The work shall be carried out in such a manner so as not to interfere / or adversely / or disturb other works being executed by other agencies, if any.
9. Any damage done by the contractor to any existing site/plant/work or works being executed by other agencies shall be made good by him at his own cost.
10. No compensation or payment shall be made to the contractor for damage caused by rain, flood and other natural calamities whatsoever during the execution of works and any damage to the site/plant on this account shall have to be made good by the contractor at his own cost.
11. Unless otherwise specified, the rates of all the items shall be considered as inclusive all charges like Transportation (men and material), Royalty and statutory taxes etc.
12. The Contractor shall take instructions from the I/c Engineering Section regarding collections and stacking of materials at site.
13. The Contractor shall be responsible to arrange at his own cost all necessary Tools and plants required for execution of original and maintenance works including cleaning.
14. Water and electricity for executing this work will be provided by the University free of cost from any of the nearest places of jobs.

15. The operating cost of contractors machinery at site i.e. Tools and consumables for proper repair and maintenance of equipment, etc shall be borne by the contractor himself.
16. Unauthorized persons should not be allowed in the site(s). The Department shall not be responsible for any injury partial or permanent or death of any workers at site due to accident or malfunctioning of the equipment or by negligence of the Contractors staff on site.
17. All applicable and prevailing taxes will be recovered from the contractor bills as applicable from time to time.
18. If any damage caused for public conveniences/ services, the same shall have to be repaired instantly, failing which necessary recovery shall be made from the Contractors bill.
19. If any building, road, electricity or network line, water pipe line, sewer line and Channels etc., is damaged by the Contractor the same will have to repaired by the Contractor at his own risk and cost, otherwise the damage cost will be recovered as intimated by the Engineer-in-charge.



### **Special Conditions of Contract**

The Special Conditions of Contract shall supplement the “Instructions to Bidders” and “General Conditions of Contract” respectively.

#### **Indemnification**

The contractor shall completely indemnify and keep the University indemnified against all liabilities, losses, damages, penalties, awards, decrees arising out of litigation/ claims/ application initiated against the University.

University shall be vested with the sole discretion to determine damages / losses suffered on account of wrongful act or negligence by the bidder and deduct the same from the dues payable from performance guarantee by way of initiating suitable legal action against the contractor at any point of time.

#### **Penalties**

Failure to execute the job as per indent and time schedule, University may impose penalty (maximum 10%) on the cost of such delayed job. The penalty details as follows:-

S. No.	Default description	First default	Second Default	Third Default
1	No Log Sheet maintenance	Warning	Rs 250/-	Rs 350/-
2	Delay in carrying out maintenance where no spare part change is involved (To be attended with 02 Working days of indent)	1% of billing amount of the job for every one day beyond stipulated period	2% of billing amount of the job for every one day beyond stipulated period	3% of billing amount of the job for every one day beyond stipulated period
3	Delay in carrying out repair in where change of spare part is involved (To be attended with 03 Working days of indent)	2% of billing amount of the job for every one day beyond stipulated period upto 5 days	3% of billing amount of the job for every one day beyond stipulated period after 5 days upto 7 days	5% of billing amount of the job for every one day beyond stipulated period after 7 days
4	If the employee of service provider is found to have misconduct or misbehaved in any manner or resort to any violent behaviour etc with or employees of MANUU or other employees of service provider	Rs 5000 /-	Rs 7500 /- and Resource to be Terminated in addition to any other action as deemed MANUU.	

In the event of “Force Majeure”, as soon as reasonably practicable but not more than 48 (forty eight) hours following the occurrence of such an event, the firm shall notify the University of the event of Force Majeure stating inter alia the anticipated period of Force Majeure during which the required services are likely to remain affected and also the measures which the affected party has taken or proposes to take to alleviate/mitigate the impact of the Force Majeure and to resume performance of such of its obligations affected.

**Note:-**“Force Majeure” shall mean any event beyond the control of the Client and Contractor, which is unavoidable notwithstanding the reasonable care of the party affected, and which could not have been prevented by exercise of reasonable skill and care and good industry practices and shall include, without limitation, any natural calamities, strike, unlawful lockout, riot, terrorist act etc.

### **Schedule of Requirements**

1. It covers servicing and repairing of all types of air conditioners and water coolers with supply of all necessary spares on need basis as per quoted price in the schedule of price. The job may be done in MANUU Gachibowli, Hyderabad or at the workshop of the party. For doing the job at their workshop, the party is to receive the defective machines from user departments of MANUU and deliver them after servicing / repairing to the same user departments in MANUU at their own risk within stipulated time period. No tool and tackles shall be provided by the MANUU. In the event of shifting the equipment/ machines to the contractors workshop, gate pass shall be obtained for security procedures at the main gate.
2. **The job shall be assigned to the party as and when required throughout the period of one year** of contract. Total volume of work in the year shall be as per the discretion of the MANUU and the payment shall be made accordingly at the actual execution of work and at quoted rates of each items.
3. **Payment shall be made on quarterly basis for the jobs completed in the previous quarter.** This payment will be made within 30 days from the date of submission of Invoice along with necessary documents by the contractor for the jobs executed in the previous quarter. **No Advance payments shall be made to the contractor.**
5. During the contract period, the defective parts will be replaced/repared by the party at Finalized/Quoted cost only. No additional charges shall be applicable.
6. In case the equipment needs to be taken to the service center for break down maintenance or for any other reason, it shall be the complete responsibility of the Contractor to obtain Gate pass, get the repairs done and return to its original site. The University shall bear no financial implication in this regard.
8. Separate requisitions for each consignment will be given throughout the year based on the breakdown of Air Conditioners and Water coolers. Each job will have to be completed in **TWO WORKING DAYS if no spare part is required** and **THREE WORKING DAYS where spare parts are required** from the issue of job to the Contractor and obtain acknowledgement. The terminology in bid document was simplified as
  - (a) Air Conditioner Means:- Any existing AC including 1Ton, 1.5Ton, 2Ton, window Type/split type/tower Type, 8.5Ton, 11.5Ton ductable type, etc.
  - (b) Installation of AC means:-Installation of new machine or Re installation of old machine from one place to another place.
  - (c) Supply of following components Means:-Supply of Materials for all Types of Cooling Machines (Air Conditioners and Water Cooler only).
  - (d) Servicing Means:-Servicing of all types of cooling machines (Window and Split type Air Conditioner and Water Cooler) with minor repair.
  - (e) Supply and fitting Means:-Supply of material including fitting charges etc.
  - (f) Gas Charging Means:-Material (Gas) filling including labour charges Air Conditioners and Water coolers.
  - (g) Motor Rewinding Means:-Material with labour charges.
  - (h) Job:- A List/group of individual indents/requisitions.



9. MANUU reserves the right to cancel the tender or check the volume of work even after award of work without assigning any reason what-so-ever or any clarification or notification to the parties.
10. MANUU reserves the right to terminate the contract in between, in case the supply of materials and the quality of **job being done is found as not satisfactory, the agency shall rectify the issue within SEVEN WORKING DAYS of reporting either verbally or in writing.** No payment shall be made in that case or for part supply or part completion of the job done. Further, all changes done during the works in our existing system shall have to be re-modified to the original condition by the party free of cost.
11. No off loading or sub-contracting is permissible. If it is reported or found in any stage after opening the offer or even after issuing the work order, the same shall be treated as cancelled and terminated. The bidder shall closely study all specifications in details, which governs the rates for which he/she/they is/are tendering.
12. The rates, terms and conditions offered shall be valid for a period of one year from the date of issue of work order.
13. **Any part replaced in connection with repairs & maintenance shall have satisfactory working performance of atleast two months.** During this warranty period of two months after repairs/servcing, the contractor is to provide replacement of spares and necessary servicing free of cost and downtime should not exceed more than 03 working days (from date of reporting) failing which penalty (bill value of the particular job) will be adjusted in the bills or deducted from the performance guarantee.
14. The with held Performance Guarantee will be released (without interest) after two months after completion of all contractual obligations including warranty on repairs subject to adjustments on deductions with respect of work (if any). No part payment shall be made for part supply of materials or for part installation work.
15. The contractor will submit tax invoice with supportive documents in triplicate duly stamped and pre-receipted to the Consignee for arranging payment in time along with all relevant documents.
17. The contractor shall be wholly and solely responsible for full compliance with provisions under all labour laws and/or regulations, such as payment of wages act, minimum wages act, employees liability act , workman's compensation act, Industrial dispute act, contract labour act and any modification thereof or any other law and rules enforceable from time to time.
18. The contractor shall not employ any labour under 18 years of age on the job.
19. Security of the entire site including storage of materials shall be the responsibility of the contractor. Security of the persons employed by the contractor shall be borne by the contractor.
20. Entry of workers to the sites/ buildings in the University shall be the responsibility of the contractor.



**DECLARATION of NON-BLACKLISTING**

I/we undertake and confirm that our firm/partnership firm has not been blacklisted by any state/Central Departments/PSUs/Autonomous bodies during the last 7 years of its operations. Further that, if such information comes to the notice of the department then I/we shall be debarred for bidding in MANUU in future forever. Also, if such information comes to the notice of department on any day before date of start of work, the Engineer-in-charge shall be free to cancel the contract and to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee (Scanned copy of this notarized affidavit to be uploaded at the time of submission of bid)

NOTE: Affidavit to be furnished on a 'Non-Judicial' stamp paper worth Rs.100/-

Signature of Bidder(s) or an authorized

Officer of the firm with stamp

Signature of Notary with seal

No. MANUU/

Date:

**CONTRACT AGREEMENT**

THIS AGREEMENT is made on ..... between the Registrar on behalf of MANUU, Hyderabad (hereinafter referred to as "Client" which expression unless excluded or repugnant to the context be deemed to include his successors and assigns), and whose place of office is at Telecom Nagar, Gachibowli, Hyderabad – 500032.

AND

M/s. .... having its registered office at, ..... (hereinafter referred to as "the Contractor") which expression shall unless excluded by or repugnant to the context be deemed to include his successors, heirs, executors, administrators, representatives and assigns) of the other part for supply of spare parts, consumables, providing repairs and servicing of air conditioners and water coolers in MANUU Campus, Gachibowli, Hyderabad.

NOW THIS AGREEMENT WITNESSTH as follows:

WHEREAS the Client invited bids through e-tender, vide e-tender no. ....dt..... for Annual Rate Contract for maintenance of Air conditioners and Water coolers including supply of spare parts and consumables on need basis in MANUU Campus, Gachibowli, Hyderabad for a period of one year.

AND WHEREAS the Contractor submitted his bid online through e-procurement (CPPP) in accordance with the procedure mentioned along with the bid documents and represented therein that it fulfils all the requirements and has resources and competence to provide the requisite services to the Client

AND WHEREAS the Client has selected M/s ..... as the successful bidder ("the Contractor") pursuant to the bidding process, awarded the Letter of Acceptance (LoA) No. .... to the Contractor on ..... for a total estimated sum of Rs. ..../- [Rupees..... Only] for a contract period of one year.

AND WHEREAS the Client desires that for providing services for supply of spare parts, consumables, providing repairs and servicing of air conditioners and water coolers in MANUU Campus, Gachibowli, Hyderabad be provided, performed, executed and completed by the Contractor, and wishes to appoint the Contractor for carrying out such services.

AND WHEREAS the Contractor acknowledges that the Client shall enter into Contracts with other contractors / parties for providing services for supply of spare parts, consumables, providing repairs and servicing of air conditioners and water coolers in MANUU Campus, Gachibowli, Hyderabad of its premises in case the Contractor falls into breach of the terms and conditions as stipulated in the Tender Document and shall waive its claim whatsoever in this regard.

AND WHEREAS the terms and conditions of this Contract will be as per tender.

AND WHEREAS the Contractor has fully read, understood and shall abide by all the terms and conditions as stipulated in the Tender Documents for supply of spare parts, consumables, providing repairs and servicing of air conditioners and water coolers in MANUU Campus, Gachibowli, Hyderabad, failing which the Contract is liable to be terminated at any time, without assigning any reasons by the Client.

AND WHEREAS the Contractor shall be responsible for payment of GST.

AND WHEREAS the Client and the Contractor agree as follows:

1. In this Agreement (including the recitals) capitalized words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement. This Agreement shall prevail over all other Contract documents.
  - (a) The Letter of Acceptance (LoA) issued by the Client.
  - (b) The complete bid, as submitted by the Contractor.
  - (c) The Addenda, if any, issued by the Client.
  - (d) Any other documents forming part of this Contract Agreement till date. (Performance Bank Guarantee / Bank Guarantee)
  - (e) Supplementary Agreements executed from time to time.
3. Any change(s) / modifications/ amendments required to be incorporated in the Contract Agreement at a later stage shall be discussed and mutually agreed by both the parties and such supplementary agreements shall be binding on both the parties and shall form the part of this contract agreement.
4. This Contract shall be governed by and construed in accordance with the laws of India and subject to the exclusive jurisdiction of the courts in Hyderabad.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed in accordance with the laws of India on the day, month and year indicated above.

Signed on behalf of the Contractor  
(Authorized Signatory)

Signed on Behalf of MANUU  
(Registrar)

Witness:

1)

2)



## PRICE SCHEDULE

Tender Inviting Authority: I/c Engineering Section, MANUU, Hyderabad on behalf of President of India.					
Name of Work:- Annual Rate Contract for supply of spare parts, consumables, providing repairs and services of Air conditioners and Water coolers in MANUU Campus, Gachibowli, Hyderabad for a period of one year					
Tender No: MANUU/Engg/2024-25/0					
SL.No.	Description	Unit	Unit Rate (in Rs.) (Excl. GST)	Standard Qty for bid evaluation	Total Cost (in Rs.) (Excl. GST)
<b>Repair and maintenance of AC and Water Cooler</b>					
1	Installation of AC for (1,1.5 and 2)Ton				
1.1	Window Type	Nos.		1	
1.2	Split Type	Nos.		1	
2	Servicing of AC with minor repair (1, 1.5 and 2) Ton				
2.1	Window Type	Nos.		1	
2.2	Split Type	Nos.		1	
3	Supply of following components for (1, 1.5 and 2) Ton				
3.1	Air Filter	Nos.		1	
3.2	Gas Filter	Nos.		1	
3.3.1	Capillary Tube Size 60	Nos.		1	
3.3.2	Capillary Tube Size 64	Nos.		1	
3.4	Compressor	Nos.		1	
3.5.1	Indoor motor 25 W	Nos.		1	
3.5.2	Indoor motor 10 W	Nos.		1	
3.5.3	Condenser motor 50W	Nos.		1	
3.6	Outdoor motor Split Type	Nos.		1	
3.7	SwingmotorforSplit/windowAC	Nos.		1	
3.8	Swingluverforsplit/windowAC	Nos.		1	
3.9.1	Capacitor1.5mfd	Nos.		1	
3.9.2	Capacitor2.5mfd	Nos.		1	
3.9.3	Capacitor3.15mfd	Nos.		1	
3.9.4	Capacitor4.0mfd	Nos.		1	
3.9.5	Capacitor6.0mfd	Nos.		1	
3.9.6	Capacitor10.0/15.0mfd	Nos.		1	
3.9.7	Capacitor40.0mfd	Nos.		1	
3.9.8	Capacitor60.0mfd	Nos.		1	
3.9.9	Capacitor80.0mfd	Nos.		1	
3.9.10	Capacitor120.0mfd	Nos.		1	
3.9.11	Capacitor150.0mfd	Nos.		1	
3.9.12	Capacitor200.0mfd	Nos.		1	
3.9.13	Capacitor multi 55+4mfd	Nos.		1	
3.10	Outdoor heat Condenser	Nos.		1	
3.11	Swing motor	Nos.		1	
3.12	Display	Nos.		1	
3.13	PCB Wire	Nos.		1	

3.14	Single sensor	Nos.		1	
3.15	Double sensor	Nos.		1	
3.16	Remote	Nos.		1	
3.174	PCB Board Non inverter Type	Nos.		1	
3.18	AC Flap	Nos.		1	
3.19	Indoor water pipe/ Drain pipe	Nos.		1	
3.21	PCB Board transformer	Nos.		1	
3.22	Contacto-2 Phase	Nos.		1	
3.23	Compressor Oil	Nos.		1	
3.24	Indoor stand	Nos.		1	
3.25	Outdoor Stand	Nos.		1	
3.26	Cotton Tape insulation	Nos.		1	
3.27	Blower Window Type	Nos.		1	
3.28	Blower Split Type	Nos.		1	
3.29	Nut1/2inSplitttype	Nos.		1	
3.30	Nut1/4inSplitttype	Nos.		1	
3.31	Nut3/8inSplitttype	Nos.		1	
3.32	Nut5/8inSplitttype	Nos.		1	
3.33	Nut1/2inSplitttype	Nos.		1	
3.34	Nut1/4inSplitttype	Nos.		1	
3.35	Nut3/8inSplitttype	Nos.		1	
3.36	Nut5/8inSplitttype	Nos.		1	
3.37	Indoor PCB Board (InverterType)	Nos.		1	
3.38	Outdoor PCB Board (InverterType)	Nos.		1	
3.39	Indoor DC Motor (InverterType)	Nos.		1	
3.40	Outdoor DC Motor (InverterType)	Nos.		1	
3.41	½ inch diameter copper pipe	Meter		1	
3.42	¾ inch diameter copper pipe	Meter		1	
3.42.1	Copper tube1/4"	Meter		1	
3.42.2	Copper tube 5/16"	Meter		1	
3.42.3	Copper tube3/8"	Meter		1	
3.42.4	Copper tube1/2"	Meter		1	
3.42.5	Copper tube5/8"	Meter		1	
3.42.6	Copper tube7/8"	Meter		1	
3.42.7	Copper tube1-1/8"	Meter		1	
3.43.1	Copper tube insulation sleeve with gc cloth1/4"	Meter		1	
3.43.2	Copper tube insulation sleeve with gc cloth5/16"	Meter		1	
3.43.3	Copper tube insulation sleeve with gc cloth3/8"	Meter		1	
3.43.4	Copper tube insulation sleeve with gc cloth1/2"	Meter		1	
3.43.5	Copper tube insulation sleeve with gc cloth5/8"	Meter		1	
3.43.6	Copper tube insulation sleeve with gc cloth7/8"	Meter		1	
3.43.7	Copper tube insulation sleeve with gc cloth1-1/8"	Meter		1	
3.44.1	Strainerfor1.0TR	Nos		1	
3.44.2	Strainerfor1.5TR	Nos		1	
3.44.3	Strainerfor2.0TR	Nos		1	
3.45.1	copperunion1/4"	Nos		1	
3.45.	copperunion 5/16"	Nos		1	
3.45.	copperunion3/8"	Nos		1	
3.45.	copperunion1/2"	Nos		1	



3.45.	copperunion5/8"	Nos		1	
3.45.	copperElbow 7/8"	Nos		1	
3.45.	copperElbow1-1/8"	Nos		1	
3.45.	copperCoupling7/8"	Nos		1	
3.45.	copperCoupling1-1/8"	Nos		1	
3.45.	copperTee7/8"	Nos		1	
3.45.	copperTee1-1/8"	Nos		1	
3.45.	Service valve1/4"brass	Nos		1	
3.45.	Servicevalve5/16"brass	Nos		1	
3.45.	Service valve3/8"brass	Nos		1	
3.45.	Service valve1/2"brass	Nos		1	
3.45.	Service valve5/8"brass	Nos		1	
3.45.	Service valve7/8"brass	Nos		1	
3.45.	Service valve 1-1/8"brass	Nos		1	
3.46	AC Condenser motor bearing	Nos		1	
3.47	<b>Compressor replacement</b>			1	
3.47.1	RotarycompressorNon-Invertertypefor1.0TR	Nos		1	
3.47.2	RotarycompressorInvertertypefor1.0TR	Nos		1	
3.47.3	RotarycompressorNon-Invertertypefor1.5TR	Nos		1	
3.47.4	RotarycompressorInvertertypefor1.5TR	Nos		1	
3.47.5	RotarycompressorNon-Invertertypefor2.0TR	Nos		1	
3.47.6	RotarycompressorInvertertypefor2.0TR	Nos		1	
3.47.7	ScrollcompressorNon-Invertertypefor1.0TR	Nos		1	
3.47.8	ScrollcompressorInvertertypefor1.0TR	Nos		1	
3.47.9	ScrollcompressorNon-Invertertypefor1.5TR	Nos		1	
3.47.10	ScrollcompressorInvertertypefor1.5TR	Nos		1	
3.47.11	ScrollcompressorNon-Invertertypefor2.0TR	Nos		1	
3.47.12	ScrollcompressorInvertertypefor2.0TR	Nos		1	
3.47.13	Reciprocatingcompressor1.0TR	Nos		1	
3.47.14	Reciprocatingcompressor1.5TR	Nos		1	
3.47.15	Reciprocatingcompressor2.0TR	Nos		1	
3.47.16	Reciprocatingcompressor3.0TR(3 Phase)	Nos		1	
3.48	<b>Compressor Repair</b>				
3.48.1	Rotarycompressorfor1.0TR (repaired)	Nos		1	
3.48.2	Rotarycompressorfor1.5TR(repaired)	Nos		1	
3.48.3	Rotarycompressorfor2.0TR (repaired)	Nos		1	
3.48.4	Scrollcompressorfor1.0TR (repaired)	Nos		1	
3.48.5	Scrollcompressorfor1.5TR (repaired)	Nos		1	
3.48.6	Scrollcompressorfor2.0TR (repaired)	Nos		1	
3.48.7	Reciprocatingcompressor1.0TR (repaired)	Nos		1	
3.48.8	Reciprocatingcompressor1.5TR (repaired)	Nos		1	
3.48.9	Reciprocatingcompressor2.0TR (repaired)	Nos		1	
<b>Labour charge of AC &amp; water coolers checking, minor repair,</b>					
4	Dismantling and after fitting				
4.1	Split Type	Nos.		1	
4.2	Window Type	Nos.		1	
5	Gas Charging				
5.1	R22	Kg		1	



5.2	R32	Kg		1	
5.3	R410	Kg		1	
5.4	R407	Kg		1	
5.5	Butane Gas and Torch	Kg		1	
6	<b>Rewinding of following</b>				
6.1	Fan motor window type	Nos.		1	
6.2	Outdoor Fan motor Split Type	Nos.		1	
7	<b>Miscellaneous</b>				
7.1	IndoorleakagesplitType	Nos.		1	
7.2	IndoorLeakageWindowType	Nos.		1	
7.3	IndoorPCBBoard(Inverter AC)	Nos.		1	
7.4	OutdoorPCBBoard(InverterAC)	Nos.		1	
7.5	Servicingofwatercoolerwithminorrepair	Nos.		1	
7.6	Water cooler Legs/Stand	Nos.		1	
7.7	Water cooler Fan Motor	Nos.		1	
7.8	Water cooler Fan Base	Nos.		1	
7.9	Water cooler Faucets	Nos.		1	
7.10	Water cooler tap spindle	Nos.		1	
7.11	Water cooler Float Valve	Nos.		1	
7.12	Water cooler Top Nuts	Nos.		1	
7.13	Realignment of water cooler body, side plates & fittings	Nos.		1	
7.14	White Cement	Nos.		1	
7.15	Angle Clips	Nos.		1	
7.16	Straight Clips	Nos.		1	
7.17	Teflon Tapes	Nos.		1	
7.18	White Insulation Tapes for foam wrapping	Nos.		1	
7.19	Anti Vibration rubber pad 100mmx100mmx25mm	Nos.		1	
7.20	WD 40 solution	Nos.		1	
7.21	CopperCondensercoilforwindow/splitACUpto2TR	Nos.		1	
7.22	Evaporatorcoppercoilforwindow/splitACUpto2TR	Nos.		1	
7.23	CopperCondensercoilforsplitAC3TR	Nos.		1	
7.24	EvaporatorcoppercoilforsplitAC3TR	Nos.		1	
7.25	Electrical insulation tape	Nos.		1	
7.26	Black Paint Spray	Nos.		1	
7.27	NRV valve1/4" pin type valve	Nos.		1	
7.28	Thermostat	Nos.		1	
7.29	Temp Sensor PT100	Nos.		1	
7.30	P.T.C. Relay	Nos.		1	
7.31	Starting Relay	Nos.		1	
	Total Cost (Excl GST)				
	Add GST ..... %				
	Total Cost (Incl GST)				

**Details of the Contractor**

S. No.	Particulars	
1	Name of the Firm	
2	Name of the Contractor	
3	Contractor Details	
(a)	Mobile	
(b)	E-Mail Id	
4	Name of the Bank	
5	Name of the Branch	
6	Account No.(prefix with zeros, if any as given on the cheque book/passbook) {please attach cancelled cheque}	
7	IFSC Code of the Branch	
8	MICR Code	
9	PAN No.	
10	GST No.	

**Signature of Contractor**