

TENDERS AND CONTRACT

OFFICE OF THE SHRI KRISHNA MEMORIAL HALL OFFICE OF THE COMMISSIONER, PATNA DIVISION, PATNA.

Sealed quotation on plain paper for maintenance, upkeep and operation of the Air Conditioning Plant of the Shri Krishna Memorial Hall situated North of Gandhi Maidan, are hereby invited to reach the Office of the Commissioner, Patna Division, Patna on or before **25.02.2010** by **04.00** P.M. The interested persons/parties/firms will be required to quote consolidated monthly rates in their tenders.

The agency shall be responsible for efficiently operating the Air Conditioning Plant during the period the auditorium is in use and shall be liable for proper maintenance of the plant on daily/weekly/monthly and annual basis as also for cleaning and overhauling of the plant. The agency shall be required to ensure complete security and safeguard of A.C. Plant & to pay for any loss and damages caused to the Plant due to negligence or improper upkeep on its part. A copy of detailed terms and conditions may be obtained from the office of the undersigned on any working day and may be also downloaded from <http://patnadivision.bih.nic.in>. Interested parties/firms are required to enclose a bank draft of Rs. 2000/- (Two thousand) as security money payable in favour of "**Shri Krishna Smarak Samiti**".

The quotations will be opened on 25.02.2010 at 05.00 P.M. in the office chamber of the Commissioner, Patna Division, Patna in the presence of parties/persons/firms or their authorised representatives present at that time. The right to accept/reject any or all offers without assigning reasons is reserved.

Commissioner,
Patna Division, Patna.

ANNEXURE - 1

Terms and conditions for maintenance, operation and overhauling of Air Conditioning Plant.

1. The agency shall be liable for complete security and protection of the Air Conditioning Plant and the equipments related thereto, and shall be liable to pay for any loss or damage caused to the plant or its equipments due to its negligence.
2. The agency shall be totally responsible for operation, maintenance & overhauling of the Air Conditioning Plant of the **Main Hall** and the adjoining **Conference Hall** located in the building.
3. The agency will be required to depute its own Senior Technician alongwith an operator at S. K. Memorial Hall for proper supervision & maintenance of Air Conditioning Plant round the clock.
4. The agency shall be liable for proper maintenance and upkeep of the plant and machines including electrical units and switch gears and the checking of fitness of the plant will be required to be done daily.
Weekly, monthly/periodical and annual checking, cleaning and overhauling as laid down in the manual of the plant shall be performed by the Agency to the satisfaction of the Committee or its authorised representative. In this regard the agency shall maintain log-book(s) and observe statutory requirement for safety, operation & maintenance of the plant and take proper precautions where required. The Committee shall have authority to get the above checked from time to time through its authorised representative, however the Care taker will inspect Log Book etc. on the day to day basis. Accordingly the Agency will be required to submit the said report before the Chairman for perusal as and when required.
5. The agency shall also be liable for proper maintenance of the Water cooler kept for drinking purpose. This will be an additional requirement to be performed by the Agency, other than the upkeep of the A.C. Plant.
6. The agency shall be liable to provide all spare and routine consumable items for maintenance of the plant machinery.
7. The agency shall be liable for any repair and replacement caused to the AC Plant system during the contract.

8. The agency shall be liable to make on its own all arrangements, including arrangement of specialised tools and plants etc. for proper maintenance and smooth operation of the Air Conditioning Plant.
9. The agency shall be liable for providing refrigerant (including gas etc.), compressor oils, chemicals from time to time periodically/annually, and paints for annual maintenance for the plant and machinery as and when required.
10. The agency shall be responsible for replacement of defective electrical accessories such as motors, pumpset etc. used in the A.C. Plant including the labour component involved i.e. dismantling, refitting of motors/pumpsets etc. involved in such replacement.
11. The agency shall not take out any parts of the plant without the permission of the Chairman of the committee in this regard. If the plant or parts require change the agency shall take the permission of the Chairman and change the part or parts with new ones.
12. Payment of the contract amount to the agency will be made on monthly basis, subject to the satisfaction of the Committee that the maintenance and operation of the plant has been satisfactorily done in the month for which the bill has been submitted.
13. The agency shall furnish a bank guarantee of Rs. 50,000/-, pledged in favour of the S. K. Memorial Hall Development Committee.
14. The period of contract will be valid for one year from the date of agreement.
15. That any dispute arising between the parties shall be resolved under the jurisdiction of Civil Court, Patna or under the Patna High Court jurisdiction only.
16. If Samiti feels that agency is not performing assigned job properly, it shall be within the competence of the Commissioner, Patna Division, Patna-cum-Chairman, S.K.M.H. Development Committee to decide the amount of fine, which will be adjusted from the monthly bill of the agency.
17. The committee, however, reserves the right to terminate the contract within the contract period, if the performance of the Agency is found unsatisfactory by the Committee, for which no compensation will be paid.

Secretary,
Shri Krishna Memorial Bhawan Vikash Samiti, Patna.