

**HIDAYATULLAH NATIONAL LAW UNIVERSITY,
NAVA RAIPUR, CHHATTISGARH**

EXPRESSION OF INTEREST (EOI)

**Annual Maintenance Contract for one year of
AC/ Water Cooler/R.O./Fridge**

Hidayatullah National Law University

Nava Raipur, Atal Nagar, Chhattisgarh - 492002

1.	Date of Issue of EOI (TO BE DOWNLOADED Through HNLU, Raipur Website: www.hnlu.ac.in	: 05.12.2022
2.	Pre Bid Query up to 10.12.2022 PM	: 10.12.2022 2.30 PM
3.	Last Date & Time of receipt of EOI	: 16.12.2022 01.00 PM
4.	Time & Date for opening of EOI/(Bid)	: 16.12.2022 3.00PM
5.	Submission and opening of the Bids (through email ID : purchase@hnlu.ac.in	Email ID : purchase@hnlu.ac.in

HNLU invites reputed manpower supply contractors with demonstrated HSE performance to express their interest to participate in pre qualification as bidders and to participate in competitive bidding process. In view of the nature of the scope, only those companies complying the requirements and proven record of performance should respond to this notice.

In addition to the above requested, bidder shall also submit credentials to support the specific qualification criteria.

Companies are requested, as a minimum, to submit the following documents and details for prequalification.

1. Letter of interest
2. Detail Company information with Organization structure.
3. Experience of working in similar type of industries of at least 10 years.
4. Previous work completion certificate.
5. Typical manpower supply planning and site training methodology.
6. HSE knowledge & past performance safety record with back-up.
7. Company's financial performance documents (Audited Balance sheets and profit and Loss statements etc.) for last 3 years.
8. ISO-9001 certification to company.
9. Manpower Details.

The Companies are requested to send in their application with headings as mentioned below for specific Contract Manpower.

- II. Contractor shall operate; carry out day to day routine, preventive and breakdown maintenance of Split AC, Refrigerator, Water Filter/ Purifier/ Cooler, Geyser HVAC equipment and its associated ancillaries. This activity has to be carried out on round the clock basis in two shifts of 12hrs each.

Contractor shall supply skilled manpower, HSE items, tools& tackles for O & M of HVAC & Split AC, Refrigerator, Water Filter/ Purifier/ Cooler, Geyser.

II. Selection Criteria:

1. Demonstrable experience in large scale industries and maintaining site having min capacity of 600 TR HVAC equipment.
2. Should have annual turnover of min Rs. 15 Lakh for last 3 years. Financial statement of last 3 years by CA must be required.
3. Should have post experience in O & M of similar kind industries such as Central/State Govt. Institute/Reputable Private Industries.
4. Should provide necessary documents to prove that contractor have skilled manpower strength as per the qualification.
5. Should ensure and provide documentary evidence to show skilled employee proposed for this O & M contract by contractor should have been working with them for at least past 3 years. Contractor to submit proposed organization with detail name of person & Nos. of year experience.
6. Should have good reputation in industry for services and provide reference along with contract details/numbers of their present client where contractor is performing similar O & M Contract.
7. Should provide Work completion certificate, PO copy, and Performance report for similar O & M service contract at site.

III. Qualification of contractual manpower shall be as mentioned below :-

- HVAC Electrician: ITI in Electrical Eng. with minimum three years experience in such centralized HVAC.
- AC Technician: Diploma/ITI in refrigeration air conditioning with minimum three years of experience in such HVAC system.
- AC Technician Cum Operator: Diploma/ITI in refrigeration air conditioning with minimum two years of experience in such HVAC system.
- HVAC Helpers: ITI in air conditioning and refrigeration with minimum two years experience.

General Terms and Condition

1. **Rejection of EOI:-** Vendors who do not submit the required document mentioned above will be summarily reject. So contractor are to carefully check the documents before submission of the EOI.
2. **HNLU Raipur has the right to cancel the EOI at any time without providing any information to the contractors.**
3. **Awarding of the contract:-** The L1 vendor will be base from the overall rate quoted along with the GST (As applicable) and all charges. However if there are more than one L1, HNLU Raipur will take the final decision base on the contractor experiences and annual turnover.
4. Once awarded the contract the contractor have to submit the letter of acceptance and has to complete the works within 20 days of issuing of the WO.
5. **Payment:-** Payment will be done after the inspection and verification done by the HNLU, Raipur Committee members within 30 days of the completion of the works.
6. **Warranty:-** All the items repair should be under the warranty of 1 year.
7. HNLU Raipur has the right to cancel and withhold the payment of the contractor if the works are notfound satisfied and are not accordingly as per the specification.

Annexure-A

The Rates should be quoted by vendor/contractor:

Sr. No	Description	Qty	Unit	Unit Rate	Amount
	<u>1/1.5 / 2 / 7.5 Ton Air-conditioners / AHU</u>				
1	COMPRESSOR UNIT 1 TON (TYPE :-RECIEP)	1	NOS		
2	OUTDOOR FAN FOR 1 TON	1	NOS		
3	OUTDOOR FAN MOTOR 1 TON	1	NOS		
4	BLOWER FAN 1 TON AC	1	NOS		
5	COMPRESSOR UNIT 1.5 TON (TYPE :-RECIEP)	1	NOS		
6	OUTDOOR FAN FOR 1.5 TON	1	NOS		
7	OUTDOOR FAN MOTOR 1.5 TON	1	NOS		
8	CAPACITOR 1TON/1.5 TON /2 TON	1	NOS		
9	CAPILARY FILTER	1	NOS		
10	SENSOR	1	NOS		
11	CIRCUIT BOARD (PCB UNIT) FOR 1.5 TON	1	NOS		
12	GAS REFRIGERENT R-22	1	KG		
13	GAS REFRIGERENT 410 A	1	KG		
14	CONDENSOR COIL OUTDOOR 1.5 TON 1NOS	1	NOS		
15	SWING MOTOR INDOOR	1	NOS		
16	SUPPLY & RETURN VALVE BOTH	1	NOS		
17	FLERING NUT	1	NOS		
18	BLOWER FAN MOTOR 1.5 TON INDOOR	1	NOS		
19	REMOTE SPLIT / WINDOW AC	1	NOS		
20	SUPPLY CABLE 3 CORE COPPER	1	NOS		
21	THREE PIN SUPPLY TOP METALIC	1	NOS		
22	COMPRESSOR UNIT 2 TON (TYPE :-RECIEP)	1	NOS		
23	CIRCUIT BOARD (PCB UNIT) FOR 2 TON	1	NOS		
24	OUTDOOR FAN FOR 2 TON 1NOS	1	NOS		
25	BLOWER FAN MOTOR 2 TON INDOOR	1	NOS		
26	CONDENSOR COIL OUTDOOR 2TON	1	NOS		
27	RELAY	1	NOS		
28	CONTACTOR SINGLE POLE	1	NOS		
29	DRAIN PIPE	1	NOS		
30	COPPER PIPE WITH INSULATION	1	FEET		
31	COMPRESSOR UNIT 7.5 TON	1	NOS		
32	CONTACTOR 32 AMP 3 PHASE	1	NOS		
33	PREVENTOR 3 PHASE	1	NOS		
34	OUTDOOR FAN MOTOR 7.5 TON	1	NOS		
35	BLOWER FAN MOTOR 7.5 TON	1	NOS		
36	CIRCUIT BOARD (PCB UNIT) FOR 7.5 TON	1	NOS		
37	INDOOR UNIT BLOWER 7.5 TON	1	NOS		
38	REMOTE DUCT AC	1	NOS		
39	AHU MOTOR 7.5HP	1	NOS		
40	EXPANTION VALVE	1	NOS		
41	TPN MCB 32 AMP	1	NOS		
42	TPN MCB 64 AMP	1	NOS		

Annexure-B

The Rates should be quoted on Labor/service Basis by vendor/contractor

Sr. No.	Description of Air Conditioners	Qty.	Tonnage each	Total Tonnage	Rate Per Ton	Total Amount
1	Split AC 1.5 ton Capacity make LG/voltas/ Hatachi/ Samsung/Videocon	37	1.5	55.5		
2	Split AC 2 ton Capacity make LG/voltas/Hitachi/Samsung	139	2	278		
3	Duct Air Conditioners 7.5 Ton Capacity, Make Voltas	16	7.5	120		
4	Duct Air Conditioners 5.5 Ton Capacity, Make Voltas	5	5.5	27.5		
5	AHU Unit Capacity 7.5 Ton x 10 Make: Voltas	10	7.5	75		

Annexure-C

The Rates should be quoted on Labor/service Basis by vendor/contractor

Sr. No.	Description of Water Cooler, Purifier & Refrigerator	Qty.	Rate per Unit	Total Amount
1	Water Cooler	32		
2	Aquagaurd Purifier	32		
3	Refrigerator	2		
4	Kent RO Purifier (Pride)	15		
5	RO Purifier Heavy Duty Industrial Type	2		

Information to be furnished by the bidder:

Sr. No.	Item	Information to be filled by Bidder
1	Name of the bidder	
2.	Address	
2	Telephone Number: Office: Mobile Number of contact person/account manager Fax No. E-Mail address-	
3	Details of Registration (number & date)	
4	Month and Year in which the firm / company was formed/ incorporated.	
5	Type of organization (Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.)	
6	Enclose copy of partnership deed, Articles of Association or Affidavit (in case of firm)	
7	Average Annual Turnover of Last Three Financial Year (attached audited balance sheet & profit & Loss account)	FY..... FY..... FY.....

Detail Experiences of the Bidder

The Bidder shall give information on work done during the past 3 years ending 31.12.2021 as per the format given below

Sl. No.	Brief Description of work	Period of contract (Date)	Name & Postal Address of Client