



PEC University of Technology, Chandigarh

To

Memo No. PEC/DSA/SK/ _____

Dated: Chandigarh the: _____

Subject: **Quotations**

Quotations are hereby invited for providing & fixing of aluminum glazing as per details/ specifications given in the tender document. The duly signed quotations superscribed as "**Quotations for duct able air conditioning system (HVAC work)** " may be sent in a sealed cover with wax/transparent fixing tape so as to reach this office on or before **08.04.2015 by 04.00 PM**. These will be opened on **09.04.2015 at 11.00 AM** in the presence of the tenderers or their representatives who may wish to be present. The quotations should be accompanied by earnest money deposit of Rs.15000/- in shape of Bank Draft in name of Director PEC University of Technology, Chandigarh and terms & conditions duly signed by bidder.

Note:- The complete tender document may be downloaded from the Institute website i.e. www.pec.ac.in.

Dean Student Affairs
PEC University of Technology
Chandigarh

SECTION-I

1. Invitation for Bids

1. The PEC University of Technology Chandigarh proposes to get the **duct able air conditioning system (HVAC work)** at PEC University of Technology Chandigarh. The PEC University of Technology is looking for authorized vendors who have experience in providing & fixing of aluminum glazing.
2. Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the Tender document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.
3. Sealed offer should be submitted to Dean Student Affairs , PEC University of Technology, Sector 12, Chandigarh, not later than the date and time laid down, at the address given in the schedule for invitation to Tender under Clause **1.11** of Section I.
4. All bids must be accompanied by a refundable earnest money/bid security amounting to Rs. 15,000/- as mentioned in the form of Bank Draft / Bankers Cheque drawn from a scheduled bank in favour of the Director, PEC University of Technology, Chandigarh, payable at Chandigarh.
5. This tender document is not transferable. The categories of items and quantity etc. indicated in the Tender Document are tentative, PEC reserves the right to increase or decrease the quantity or delete some or all of the items depending on the needs of the Department/ University without assigning any reasons.
6. The tenderer should indicate specifically the Basic Price, Taxes/Excise duty, other duties (if any), and levies chargeable. No additional information will be entertained after due date.
7. The tenderers are required to quote in Indian Currency only.
8. The tenders will be opened on the date and time indicated in the presence of tenderers, if any, present on the occasion. If the date of receiving/opening is declared to be a holiday the tenders will be received/opened on the next working day at the same time.
9. Payment of bill will be made on successfully completion of work as per purchase order through crossed account payee Cheque/RTGS.
10. The institute is exempted from excise and custom duty

11. **Schedule for Invitation to Tender**

A) Address at which tender is to be submitted:

**Dean Student Affairs
PEC University of Technology,
Sector 12, Chandigarh-160012**

B) Date and time for receipt of Tender: **08.04.2015 at 4.00 PM**

C) Date, time and place of opening of technical bid of the tender document:-

Date: 09.04.2015

Time: 11.00 AM

Place: Committee Room (Adjoining to the Director's office) PEC University of Technology, Sector 12, Chandigarh-160012

The date of opening of the financial bid will be informed only to the technically successful bidders later on.

- D) Date till which the tender is valid: 06 months from the opening of tender. The rates quoted should be valid for one year from the dated of opening.
- E) PEC University of Technology shall not be responsible for any postal delay about non receipt/non-delivery of the documents.

SECTION-II

Procedure for submission of Bids

It is proposed to have Two Bid System for this tender.

- (i) Technical Bid in one cover
 - (ii) Financial Bid in one cover
1. **Technical Bid** would be evaluated as per tender's terms and conditions. Technical bid should be covered in a separate sealed cover superscribing the words "Technical Bid as per Section-III".
 2. **Financial Bid** should be submitted as per prescribed format laid down in Section-IV. The financial bid should be covered in a separate sealed cover superscribing the wordings "Financial Bid as per Section- IV" indicating item wise prices.
 3. **The Earnest Money/bid** security is to be paid by the Demand Draft, the draft of Rs.15,000/- should be in a separate sealed envelope indicating the amount, tender Notice Number and due date and enclosed with the technical bid.
 4. All the above three documents viz. **Technical Bid** cover, **Financial Bid** cover and **Earnest money** cover prepared as above are to be kept in a single cover super scribed with "**Tender for duct able air conditioning system (HVAC work)**".
 5. The cover thus prepared should also indicate clearly the name and address of the tenderer to enable the Bid to be returned unopened in case it is declared "late".

2. Cost of Tender

The tenderer shall bear all costs associated with the preparation and submission of its Bid, including the cost of presentation for the purpose of clarification of the bid, if so desired by the client and the client will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering Process.

3. Clarification of Tender Document

A prospective tenderer requiring any clarification of the Tender Document may notify the client in writing at the Client's mailing address indicated in **Clause 1.11 of Section I**. The Client will respond in writing to any request for clarification of the Tender Document, received not later than 07 working days prior to the last date for the receipt of bids prescribed by the Client.

4. Amendment of Tender Document

- 4.1 At any time prior to the last date for receipt of bids, the client may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Tenderer, modify the Tender Document by an amendment.
- 4.2 The amendment will be notified on the website of the university www.pec.ac.in.
- 4.3 In order to afford prospective Tenderers reasonable time in which to take the amendment into account in preparing their bids, the Client may, at its discretion, extend the last date for the receipt of the Bids.

5. Language of Bids

The bids prepared by the Tenderer and all correspondence and documents relating to the bids exchanged by the Tenderer and the Client, shall be written in English language, provided that any printed literature furnished by the Tenderer may be written in another language so long as accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.

6. Documents comprising the Bids

6.1 The Bids prepared by the Tenderers shall comprise of following components:

- I. Bid be furnished as per the format for technical specification (Section III).
- II. Technical literature for each product/service, covering full technical specifications.
- III. Bid prices should be quoted in lumpsum excluding taxes duly signed and complete as per the format (Section IV).
- IV. Maximum educational discount as could be offered should be mentioned.

SECTION III

TECHNICAL BID
Specification of duct able air conditioning system (HVAC work)

Sr No.	Name of the Item	Compliance Yes/No	Remarks
1	MACHINERY		
1.1	Variable Refrigerant Volume System		
	Supply Installation Testing and commissioning of Variable Refrigerant Volume type multi unit airconditioning system complete with indoor and outdoor units with individual controller etc as per details Below. The units shall be Heat Pump type and shall be capable of providing both cooling/heating.		
	Outdoor VRV Unit		
	Supply Installation Testing and commissioning of Modular type outdoor units equipped with highly efficient scroll compressors, with multiple inverter / Digital compressor(s), special acrylic pre-coated heat exchanger, low noise condenser fan, auto check function for connection error etc complete as per OEM specifications of Following Capacity.		
	7.5 Tonne Capacity – 1 No		
1.2	Indoor Units		
	Supply, Installation, testing and commissioning of double skin construction draw thru type AIR HANDLING UNITS each complete with pre filter section, cooling coil of copper tube & aluminium fins construction for Refrigerant, squirrel cage induction motor, backward curved centrifugal fan, belt drive and vibration isolators. Coil size shall be selected for a maximum face velocity of 500 feet / minute. Motor shall be suitable for 415±10% volts, 50 cycles, 3 phase AC supply. The AHU shall have mixing box, Cooling coil(1 working + 1 stand by), backward curved blower, Filters along with fresh air. Return air and supply air dampers.		
	7.5 Tonne Capacity – 1 No		
1.3	Supply Installation, Testing and commissioning of AHU connection Kit with controls, joints etc complete as per OEM recommendations to Interconnect between VRV unit and cooling coil – 1 No		
1.4	Control & Transmission Wiring		
	Providing & fixing control cum transmission wiring of 2 core x 1.5 sq. mm. copper in PVC conduits between indoor and outdoor unit. – 20 RMT.		
1.5	Controller Wiring		
	Providing & fixing control wiring of 2 core x 1.5 sq.mm copper between indoor units and their wired remote. – 20 RMT.		
2.	PIPING & INSULATION		

2.1	Refrigerant Piping		
	Supply, Installation, testing and commissioning of Interconnecting refrigerant pipe work with (19 mm/13mm thick) closed cell elastomeric nitrile rubber tubular insulation between each set of indoor & outdoor units as per specifications, all piping inside the room shall be properly supported with MS hanger and all external piping shall run in covered cable tray.		
a	19.1 mm O.D.(insulation : 13 mm) – 10 RMT.		
3	AIR DISTRIBUTION & INSULATION		
3.1	DUCTING		
	Supply, Fabrication, installation and testing of sheet metal ducts in accordance with the approved shop drawings and as required by the specifications. (factory fabricated). All Ducting will have MS flange and should be sealed with Silicon sealant.		
	G.I. 24 G – 45 SQM		
3.2	External thermal insulation on supply air ducts		
	Supply, installation, testing and commissioning of 30+2 kg/cum. density 19 mm thick external Thermal insulation on supply air ducts using Nitrile Rubber insulation as per specifications.(not exposed) – 35 SQM		
3.3	Supply, fabrication, installation, testing of flexible connections made out of fire resistant flexible double canvas sleeve with filter – 1 No.		
3.4	Supply, installation, testing and commissioning of Fresh / Exhaust air Aluminium louvers grills with wire mesh and birds screen – 10 SQM		
4	GRILLS & DIFFUSERS		
4.1	Supply, Installation, Testing and Balancing of Powder coated extruded aluminum construction Supply air / Return air Diffusers (square/Rectangular) with removal core as per approved drawings and specifications. Quoted price shall be without volume control damper – 3 SQM		
	Grand Total of duct able air conditioning system (HVAC work)		

Note :- All the terms & conditions accepted/signed by the bidder are to be put in the Technical bid.

SECTION - IV

FINANCIAL BID

Rates should be submitted item wise in the following format:-

Sr No.	Name of the Item	Basic Price	Duties, Sales or Service Taxes etc. FOR PEC
1	MACHINERY		
1.1	Variable Refrigerant Volume System		
	Supply Installation Testing and commissioning of Variable Refrigerant Volume type multi unit airconditioning system complete with indoor and outdoor units with individual controller etc as per details Below. The units shall be Heat Pump type and shall be capable of providing both cooling/ heating.		
	Outdoor VRV Unit		
	Supply Installation Testing and commissioning of Modular type outdoor units equipped with highly efficient scroll compressors, with multiple inverter / Digital compressor(s), special acryl pre-coated heat exchanger, low noise condenser fan, auto check function for connection error etc complete as per OEM specifications of Following Capacity.		
	7.5 Tonne Capacity – 1 No		
1.2	Indoor Units		
	Supply, Installation, testing and commissioning of double skin construction draw thru type AIR HANDLING UNITS each complete with pre filter section, cooling coil of copper tube & aluminium fins construction for Refrigerant , squirrel cage induction motor, backward curved centrifugal fan, belt drive and vibration isolators. Coil size shall be selected for a maximum face velocity of 500 feet / minute. Motor shall be suitable for 415±10% volts, 50 cycles, 3 phase AC supply. The AHU shall have mixing box, Cooling coil(1 working + 1 stand by), backward curved blower, Filters along with fresh air. Return air and supply air dampers.		
	7.5 Tonne Capacity – 1 No		
1.3	Supply Installation, Testing and commissioning of AHU connection Kit with controls, joints etc complete as per OEM recommendations to Interconnect between VRV unit and cooling coil – 1 No		
1.4	Control & Transmission Wiring		
	Providing & fixing control cum transmission wiring of 2 core x 1.5 sq. mm. copper in PVC conduits between indoor and outdoor unit. – 20 RMT.		
1.5	Controller Wiring		

	Providing & fixing control wiring of 2 core x 1.5 sq.mm copper between indoor units and their wired remote. – 20 RMT.		
2.	PIPING & INSULATION		
2.1	Refrigerant Piping		
	Supply, Installation, testing and commissioning of Interconnecting refrigerant pipe work with (19 mm/13mm thick) closed cell elastomeric nitrile rubber tubular insulation between each set of indoor & outdoor units as per specifications, all piping inside the room shall be properly supported with MS hanger and all external piping shall run in covered cable tray.		
a	19.1 mm O.D.(insulation : 13 mm) – 10 RMT.		
3	AIR DISTRIBUTION & INSULATION		
3.1	DUCTING		
	Supply, Fabrication, installation and testing of sheet metal ducts in accordance with the approved shop drawings and as required by the specifications. (factory fabricated). All Ducting will have MS flange and should be sealed with Silicon sealant.		
	G.I. 24 G – 45 SQM		
3.2	External thermal insulation on supply air ducts		
	Supply, installation, testing and commissioning of 30+2 kg/cum. density 19 mm thick external Thermal insulation on supply air ducts using Nitrile Rubber insulation as per specifications.(not exposed) – 35 SQM		
3.3	Supply, fabrication, installation, testing of flexible connections made out of fire resistant flexible double canvas sleeve with filter – 1 No.		
3.4	Supply, installation, testing and commissioning of Fresh / Exhaust air Alumium louvers grills with wire mesh and birds screen – 10 SQM		
4	GRILLS & DIFFUSERS		
4.1	Supply, Installation, Testing and Balancing of Powder coated extruded aluminum construction Supply air / Return air Diffusers (square/Rectangular) with removal core as per approved drawings and specifications. Quoted price shall be without volume control damper – 3 SQM		
	Grand Total of duct able air conditioning system (HVAC work) (taxes if any to be clearly specified)		

Signature of Bidder

Note :- Only rates are to be mentioned in the financial bid in the above mentioned Performa

Section V

GENERAL TERMS AND CONDITIONS

1. Rates should be quoted **F.O.R. PEC** University of Technology, Sector 12, Chandigarh and should include all freight charges, postage, packing, cartage duties etc. Sales tax to be indicated separately.
2. Conditional quotations will be rejected summarily without any intimation. Therefore, no extra condition should be inserted in the quotations.
3. Bid security earnest money amounting to **Rs. 15000/-** (Rs. Fifteen thousand only) will be taken from the prospective bidders in the form of account payee Demand Draft/ Cheque with a Bank Guarantee from a commercial bank. Suppliers registered with Director General of Supplies & Disposals (DGS&D) and National small industries corporation (NSIC) are exempted from bid security. Tender without earnest money shall be considered unresponsive and rejected.
4. The bidder/bidders who have been selected for **duct able air conditioning system (HVAC work)** his/their earnest money will be kept as performance security and will be returned after the period of 60 days after completion of one year from the date of opening the tender or from the expiry of extended date. The EMD of unsuccessful tenderer will be refunded immediately after finalization of the tender. No interest will be payable on EMD retained as performance security.
5. **The rates quoted should be valid for a period of one year from the date of opening of quotation. The supply order will be placed as per actual requirement.**
6. No revision of rates will be allowed except taxes/charges levied by the central/state by duly notified only.
7. No advance or running payment will be made. Payment will be released after the satisfactory work of **duct able air conditioning system (HVAC work)** and production of bill (in duplicate) in name of Director PEC University of Technology, Chandigarh.
8. Firm who have been blacklisted by Central/ State Govt/UT Govt./any Govt/Authority/PEC University of Technology are not eligible to quote.
9. The **duct able air conditioning system (HVAC work)** should be completed within 03 weeks of the issue of Purchase Order failing which penalty @ 2% per month of the total order will be imposed upon the firm.
10. The contractor will have to show all the materials before providing/using in the above work. If contractor will not show all the materials and will cover them University can remove those materials, which have not been previously checked, at contractor's cost and will not bear any cost for the same.
11. No deviation from the specifications will be allowed without prior consent from the University
12. All rubbish and superfluous materials shall be removed from site at the cost of the contractor after the completion of work and prior to submission of final bill. Rubbish may be disposed outside of Municipal limits
13. The contractor shall make arrangements for storage of material, tools and equipments etc at the site and University shall not bear any expenses and risks also on this account

14. The contractor will observe all necessary precautions at his cost to safeguard the workers during execution of work
15. EMD of the successful firm will be forfeited in case of the material supplied is not as per specifications or inferior quality and if firm violates any of the terms & conditions.
16. The contractor shall quote their rates for the best of the materials as specified with ISI Mark
17. Contractors are advised to see the proposed site/premises before quoting their rates.
18. All disputes will be subject to Chandigarh Jurisdiction and will be interpreted under Indian Law.
19. The Director PEC University of Technology reserves to himself the right of rejecting any or all the quotations without assigning any reason.
20. The bidder will not be permitted to alter/modify their bids after the expiry of the dead line for receipt of bids.
21. Bids received after the due date will not be accepted. PEC University of technology shall not be responsible for any postal delay about non receipt/ non delivery of documents.
22. Firm will be entirely responsible for any damage or loss done to the Material in the transit, the firm will lodge, all the complaints regarding damage done in the transit and shall bear all the expenses.
23. Full payment will be made to the company/firm only after the completion of all works satisfactorily.
- 24. The companies/firms quoting the items should have local office in tricity (Chandigarh, Panchkula, Mohali).**
25. The goods will be accepted only after inspection at this Department. If not found suitable according to the specification, the same will be returned at the own cost and risk of the supplier.
26. In case there is downward revision of prices in the price list of any item, the benefit will be provided by the dealer to PEC however in case there is increase of price of any item during the contract period of one year, same will be borne by the firm.
27. In a tender, either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.
28. If an agent submit bid on behalf of the Principal/OEM or Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same period/time

Acceptance of the terms and conditions

The terms and conditions of this tender document are acceptable to me/us.

Date:-

Signature of tenderer

PEC UNIVERSITY OF TECHNOLOGY

Check list of Technical Bid for duct able air conditioning system (HVAC work)

Sr. No.	Technical bid requirement		Document attached
1.	Whether the firm has sufficient experience to execute the said work and enclosed the supporting documents?	Yes / No	
2.	Whether Earnest Money Deposit in the form of Demand Draft drawn on any scheduled bank in favour of Director, PEC University of Technology payable at Chandigarh has been submitted? The amount of EMD shall be Rs. 15,000/- (Rupees: Fifteen thousand only)	Yes / No	
3.	Whether office of the firm located in the tricity (Chandigarh, Mohali , Panchkula).	Yes / No	
4.	Whether the rates are valid for one year?	Yes / No	
5.	Whether acceptance of terms and conditions as per Section V of the tender document has been signed?	Yes / No	
6.	Whether the tender has been submitted as per two bid system?	Yes / No	
7.	No advance payment will be made by PEC University of Technology, Chandigarh. Do you agree?	Yes / No	
8.	Do you agree to provide rates of items FOR PEC University of Technology, Chandigarh?	Yes / No	
9	Do you agree to complete the work within 3 weeks from the date of supply order?	Yes/No	
10			

Place: _____

Signature of Tederer: _____

Dated: _____

Full Name of the Tenderer _____

Address: _____
