



ODISHA STATE SEEDS CORPORATION LTD

(A GOVERNMENT UNDERTAKING)

SANTARAPUR, BHUBANESWAR- 751002.

Tel-MD 0674- 2340573, Fax-2340096, E Mail- osscltd@bsnl.in

Letter No.....

Date

Notice inviting Expression of Interest for

Annual Maintenance Contract of Airconditioners installed at Head office at Santarapur & DR Seeds Store, Patia, Bhubaneswar

Expression of interest for Annual Maintenance Contract for Airconditioners installed at Head office at Santarapur & DR Seeds Store, Patia, Bhubaneswar of OSSC Ltd are invited from Firms on letter head pad having experience of working with State Govt/ Central Govt/ Union & State PSUs/ Education Institution of repute for maintenance of Airconditioners installed at Head office of OSSC Ltd.

For other details refer detailed document on expression of interest in the website of OSSC Ltd i.e. www.osscltd.in.

The complete offer along-with the enclosures in sealed covers as mentioned above should reach the undersigned on or before 2 PM of dt. 0612.2016 through Regd Post or Speed Post only and will be opened at 3 PM on the same day.

Sd/- Sri JR Mishra
Managing Director
OSSC Ltd, BBSR

Expression of Interest

For

**Annual Maintenance Contract of
Air-conditioners installed
at Head office Campus at Santarapur &
DR Seeds Store at Patia, Bhubaneswar**



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(A GOVERNMENT UNDERTAKING)

SANTARAPUR, BHUBANESWAR- 751002.

Tel-MD 0674- 2340573, Fax-2340096, E Mail- mdosscltd456@gmail.com

Expression of interest for Annual Maintenance Contract for Air-conditioners installed at Head office at Santarapur and DR Seeds Store at Patia Bhubaneswar are invited from Firms on letter head pad having experience of working with State Govt/ Central Govt/ Union & State PSUs/ Education Institution of repute for maintenance of Air-conditioners installed at Head office of OSSC Ltd.

The location of computers and printers installed at Head office are given below.

A. Airconditioner installed at Head office

Sl	Air-conditioner installed in the Chamber of	Type of AC	Qty
1	Chairman	Toshiba window AC 1.5 Ton	1
2	Managing Director	Voltas window AC 1.5 Ton	1
3	PA to MD	Voltas window AC 1.5 Ton	1
4	Company Secretary	Voltas window AC 1.5 Ton	1
5	Establishment Branch	Voltas window AC 1.5 Ton	2
6	Production Manager	Voltas window AC 1.5 Ton	1
7	Production Branch	Voltas window AC 1.5 Ton	1
8	Processing Manager	Carrier window AC 1.5 Ton	1
9	Engineering Branch	Voltas window AC 1.5 Ton	2
10	Marketing Manager	Carrier window AC 1.5 Ton	1
11	Marketing branch	Carrier window AC 1.5 Ton	3
12	DGM Fin	Voltas window AC 1.5 Ton	1
13	Accounts Branch	Carrier window AC 1.5 Ton	2
14	Conference	Voltas Split AC 1.5 Ton	3
15	QCO	Carrier window AC 1.5 Ton	1
16	Cold Storage	Voltas window AC 1.5 Ton	1
17	Cold Storage	Godrej window AC 1.5 Ton	1
			24

B. Airconditioners installed at DR Seeds Store at Patia, Bhubaneswar

The Split type Air-conditioners designed for coldroom application make Carrier, Product Description 3HP MT 3 Phase fitted with expansion valve, pressure cutoff capable of lowering room temp to 3°C.

No of Airconditioners installed 3 room x 7 nos + 1 Room x 6 nos= 28 nos

Scope of Work:

1. Personnel from the Firm that will be entrusted with the AMC should visit once every month to verify all the Air-conditioners for any defect and take remedial measures on finding of any defects in all section of the Air-conditioners.

On every 3rd month the condensing and evaporator coils of air-conditioners are needed to be cleaned by jet stream of water thoroughly.

2. It may be required to change spares, accessories, refrigerant and oil including all other material of Airconditioners at times and on such requirement the firm will be change the same promptly. In the event of supply of spares and accessories the firm should bring the sealed packet containing the spares and accessories directly to office of OSSC and after verification of the same by designated official the same shall be used in the required computer,
3. In the event, the spares or the accessories found to be defective, after installation of the same to the Air-conditioners, the firm will replace the same with another one maintaining the procedure mentioned above and the firm will not charge for the extra purchase made by it.
4. Apart from the above scheduled visits mentioned above the Firm has to attend to calls made from this office as and when required, with no extra charge for the same.
5. The firm will borne all the cost of transportation, cost of spares, tools & plants, scaffolding material and labour for maintenance of the above mentioned Airconditioners.

Period of the Engagement

The selected Firm shall be required to do the Annual Maintenance for a period of one year from the date of issue of work order.

The period for Annual Maintenance can be extended for further period

Agreement & Security Deposit

The selected Firm shall have to execute an agreement after receiving of intimation from this office in Non-Judicial Stamp Paper and after deposit of security amount of Rs. 10000.00 in shape of Bank Draft.

Penalty

In the event, the firm fails to turn up on scheduled visit for inspection of computers or the special call made to the firm, the firm will be charged 2% of value of Annual Contract and will accumulate so on till it reaches 10% of the total value of Annual maintenance Contract, which will be deducted from the Security Deposit made by the firm with OSSC.

Rate

The firm has to quote for charges towards Annual maintenance Contract, which will include all labours and cost of all spares including transportation charges that

may be required for transporting the ACs to outside places and then bring it back to Office.

Taxes if any should be mentioned clearly

The rates should be quoted as per above for

- a. For one window Airconditioner installed at Headoffice
- b. For one Split Airconditioner installed at Headoffice
- c. For one Airconditioner installed at DR Seeds Store, Patia
- d. For maintenance of one Voltage Stabilisers

Service charges as applicable on AMC Amount will be allowed to the Firm while making the payment.

Payment

Payment of AMC amount quoted by the Firm will be paid in 4 installments and the end of each quarter.

Settlement of Dispute

Any difference or dispute arising out of or in connection with this tender or acceptance thereof or the contract that may be entered in consequence thereof shall be decided by arbitration. The Chairman, OSSC shall be the sole arbitrator and the arbitrator's decision shall be final and binding on the parties.

In the event of any dispute no cause of action shall arise in the favour of parties to approach any Court unless they have resorted to and exhausted the remedy of arbitration as envisaged above.

The Court at Bhubaneswar alone will have jurisdiction to try any legal proceedings which may arise out of the contract. Neither party shall file proceedings in any other Court.

Guidance to the intending Firms

The intending Firm should download the copy of this document from website of OSSC Ltd i.e. www.osscltd.in and submit the same as part of complete offer after observing following

The intending firm should submit copy of Service Tax Registration, Copy of TIN, Copy of VAT clearance certificate or deposit slip upto 30.06.2016 and copy of PAN alongwith its offer.

Earnest Money Deposit of Rs. 500.00 in shape of bank Draft should be enclosed alongwith the offer.

The intending Firm should submit this document after signing on each page in token acceptance of the terms and conditions.

The Bank Drafts to be submitted should be drawn in favour of MD, OSSC Ltd, Bhubaneswar, payable at Bhubaneswar.

The complete offer along-with the enclosures in sealed covers as mentioned above should reach the undersigned on or before 2 PM of dt. 06/12/2016 through Regd Post or Speed Post only and will be opened at 3 PM on the same day.

The authority reserves the right to accept or reject any or all quotation without assigning any reason thereof.

Sd/- Sri JR Mishra
Managing Director
OSSC Ltd, BBSR