



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF PANCHAYATS & RURAL DEVELOPMENT
B. R. AMBEDKAR INSTITUTE OF PANCHAYATS & RURAL DEVELOPMENT
KALYANI, NADIA, PIN: 741235.

Gandhi Bhawan:
☎(033) 2582-8161/5975
Fax & ☎: (033) 2582-8257

Benoy Bhawan:
☎(033) 2582-9641/9642
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NOTICE INVITING e-TENDER NO.: 11 of 2024-2025-2nd Call
(Repair & Maintenance of A.C. Machine)

E-tenders are invited from bonafide reliable and resourceful contractors having credential, knowledge of repairing different type window/ split type A.C. Machine for unit rates with total of the enlisted items valid for one year from the date of provisional work order. Rates will be quoted with total amount in letter head for the following repairing articles to the office of the Director. B. R. Ambedkar Institute of Panchayats & Rural Development, Kalyani, Nadia by "two cover E-Tendering System".

The prequalification documents are to be uploaded in two separate folders. One of the folders shall contain Technical documents along with scanned copy of relevant documents of cost of Performance Security Money, Financial Bids are to be uploaded in another folder.

Sl. No.	Name of the Work	Performance Security (Rs.)	Bid Validity Date	Time of Contract from the date of work Order
1	Supply of spare parts/repair/ servicing of different type window/ split A. C. Machine at different building at Gandhi Bhavan and Benoy Bhavan of BRAIPRD, Kalyani, Nadia.	3,000/-	120 Days	One year

Intending bidders may download tender documents from e-procurement portal of our website:

<https://wbtenders.gov.in> and www.wbprdnic.in and www.siprd.org from the date as mentioned in the Table bellow [See the Table Date and Time for Tender Flow]

B.R.A.I.P.R.D., does not take any responsibility for the delay caused due to non availability of internet connection traffic jam etc. for the online bids. Performance Security Money should be deposited by online banking service of ICICI Bank in e-Procurement System. The pre-qualification documents alone will be opened by the Director, BRAIPRD, Kalyani, Nadia in presence of bidders present.

The Financial bid will be opened after evaluation of technical bid and the bid documents of nonqualified bidders will remain unopened. No separate intimation will be given for this, unless the above date is changed. In case of change of date, due intimation will be given on-line. No individual intimation will be given.

The Director, BRAIPRD, Kalyani, Nadia reserves the right to reject or cancel any or all pre-qualification documents and financial bid document without assigning any reason what so ever and the authority does not bind himself to accept the item-wise total lowest rate only on the basis of financial offer.

Only per unit rate with total amount should be quoted on BOQ. Actual Quantity required of the items will have to be determined on actual basis by the successful bidder after finalization of the selection procedure. After completion of the total work, as per final work order the bill in duplicate may be submitted but the bill will not be paid if the above repairing work does not satisfy the competent authority.

*GST and other taxes if any will be applicable as per notification issued by GST Council time to time. 1% cess under W.B building and other repairing workers (Regulation of Employment & Conditions of service) Welfare cess Act, 1996 will be deducted from the running and final bills.

1. Payment of bill will be made as per availability of fund. Claim for delay in payment will not be entertained.
2. All the Intending Bidders are requested to visit the sites of works prior to the submission of Tender at their own effort and interest.
3. This Notice Inviting Tender will be treated as part of the Tender Document.
4. No preconditioned tender will be accepted.
5. All the rates of item with total are inclusive of all taxes, cess, levy, octroi, royalties, transportation, loading, unloading, stacking, etc. including all other incidental charges therein.
6. The Successful Bidder, will have to execute an agreement on Non Judicial Stamp Paper worth Rs. 100/- (rupees one hundred only) within 7 working days from and after receiving of work order, and, will purchase two additional copies of Tender Document from this office, duly signed and submit to this Institute which will be treated as part of the Agreement. All the Bidders have to deposit Rs. 3,000/- (Rupees three thousand only) as "Performance Security" at the time of application through online banking service. All the Bidders except the successful one will get back the Performance Security Money within 10 working days after completion of the Agreement process with the successful Bidder. The Successful Bidder will get back the performance security money, as will be decided by the Authority, after completion of one year.
7. Necessary deduction towards GST, Income Tax and Welfare Cess etc. will be made as per Government norms.
8. B.R.A.I.P.R.D. does not take any responsibility for the delay caused due to non availability of internet connection, traffic jam, etc. for the online bids. The pre-qualification documents alone will be opened by the Tender Inviting Committee, BRAIPRD, Kalyani, Nadia in presence of the bidders present.

A) Application for getting Tender Document :

1. Intending Bidders are requested to download the Tender Document from <https://wbtenders.gov.in> and www.wbprdnic.in and www.braiprd.org.in within the stipulated time.
2. The Documents IN ORIGINAL are to be produced to this office as and when asked for.

B) Documents to be enclosed along with the Tender

1. Pan Card.
2. Professional Tax Clearance Certificates.
3. Income Tax Clearance Certificate.
4. Valid 15 digit Goods and Service Tax paper Identification Number (GSTIN) under GST Act, 2017 as per Memo No. 4374-F(Y), Dated: 13th July 2017, [Audit Branch, Finance Department, Govt. of West Bengal].
5. Payment Certificate of the work which the tenderer intended to furnish as support of proof of Experience.
6. Work Order of the works, against which the payment certificate is being submitted.
7. Credential Certificate from the employer (not below the rank of The Executive Engineer), under whom the work has been executed / under execution.
8. Electrical supervisor's certificate of competency on the part 1, 2, 4 & 11.
9. In case of Partnership Firm / Registered Company, the intending Tenderers are requested to submit the copy of the DEED of Partnership / relevant document in support of proof of so.
10. Trade License of the Bidders issued from the Govt. offices.

C) Opening of Tender :

1. The tenders, so received up to the stipulated time as mentioned in the NIT, only Technical Bid will be opened on and after the date & time fixed by the authority.

Location & Address of the maintenance work will be done :-

B. R. Ambedkar Institute of Panchayats & Rural Development, Gandhi Bhavan/ Benoy Bhavan, Kalyani, Nadia. PIN -741235. West Bengal.

Terms and Conditions of the above supply, repairing/ servicing work as follows:-

- 1) All bidders have to deposit Rs. 3,000/- (Rupees Three Thousand only) as a performance security money at the time of dropping of tender paper.
- 2) 10% Money will be deducted from all bill as a security money; and the performance security money and the security money. As a whole will be refund after 6 month from the date of individual bill.
- 3) The intending Bidders must have experience of similar nature of items, amounting Rs. 1 Lakh (Rupees One Lakh) in a single year within last five years. Payment certificate / Work Order with related payment voucher to be attached.
- 4) The tenderers who offered lowest price may be called for negotiation at the discretion of the tendering authority. The offer rate should remain valid for 1 (One) year from the date of provisional work order. The work order may be placed by the Authority in phase-by-phase manner within 1 (One) year from the date of acceptance.
- 5) The tenderers/ his representative attend the site on call basis and rectify the fault as urgent basis. One register maintain by the tenderer on breakdown call and sign by the appropriate authority.
- 6) The quoted rate shall be inclusive of all supply of maintenance materials, labour required for carrying out the work, loading-unloading, transportation, and scaffolding etc. And shall also include those items which are not specified but required for completion of the works.
- 7) The agency must submit his Bank Account details with IFSC Code and mobile number (if emergency) with the tender.
- 8) No advance payment will be made. However payment will be made after supply repairing works of each order and satisfactory performance of the said work order, on submission of the bill in triplicate with breakdown call register.
- 9) The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof and also not bound to accept lowest tender. Tenders in whom any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to be rejected.
- 10) The undersigned reserves the right to demand from the tenderers the classification and justification against their offer, if required.
- 11) Canvassing whether directly or indirectly in connection with tender is strictly prohibited and the tender submitted by the contractors who resort canvassing will be liable to be rejected.
- 12) Payment shall be released after satisfactory completion of works in all respect. Necessary statutory deduction as applicable shall be made form the amount payable to the party.
- 13) In the event of any dispute, the same shall be referred to the sole arbitration of the Tender Committee, BRAIPRD, or such officer as the Director may appoint to be the arbitrator. There would be no objection that the arbitrator is an employee of the Institute, or that he / she had to deal with the matter to which this tender relates or that in the course of his duties as an employee of the Director, he has expressed his views on all or any of the matters in dispute or difference. The decision taken by him or the officer so appointed by him in this case shall be final and binding on the Tenderers.

Date and Time for Tender Flow :

SL No	Particulars	Date and Time
1	Date for Publish of Tender [Online]	03.03.2025 at 18:00 Hrs
2	Document Download Start Date[Online]	04.03.2025 at 10:00 Hrs
3	Bid Submission Start Date[Online]	04.03.2025 at 12:00 Hrs
4	Pre-Bid Meeting [Offline]	10.03.2025 at 13:00 Hrs
5	Bid Submission End Date[Online]	24.03.2025 at 16:00 Hrs
6	Date of Opening for Technical Bid[Online]	26.03.2025 at 16:00 Hrs
7	Date of Opening of Financial Bid[Online]	To be notified later.



OSD & Ex-officio Joint Secretary,
BRAIPRD, Kalyani, Nadia.

Memo No : 626 / (18)/I-86/2018 (Part-II)

Dated : 28.02.2025

Copy forwarded, for information and taking necessary action, to:

1. The Secretary to the Govt. of West Bengal, Panchayats & Rural Development Department, Joint Administrative Building, 9th floor, Block- HC 7, Sector-III, Kolkata-700106
2. The Commissioner to the Government of West Bengal, Panchayats & Rural Development Department, Mrityika Bhaban, 3rd Floor, DD-18/9, Sector-1, Bidhannagar, Kolkata-700064.
3. The Additional Secretary to the Government of West Bengal, Panchayats & Rural Development Department, Joint Administrative Building, Block - HC 7, Sector - III, Salt Lake, Kolkata – 700106, with the request to upload the notice in the Department's Website.
4. The District Magistrate, Nadia.
5. The Additional Executive Officer, Nadia Zilla Parishad.
6. The O.S.D. & E.O. Additional Secretary, BRAIPRD, Kalyani, Nadia.
7. The Additional Director, BRAIPRD, Kalyani, Nadia.
8. The Superintending Engineer, BRAIPRD, Kalyani, Nadia.
9. The District Information & Cultural Affairs Officer, Krishnagar, Nadia.
10. The Sub-Divisional Officer, Kalyani, Nadia.
11. The Chairman, Kalyani Municipality, Kalyani, Nadia.
12. The Sub-Divisional Information & Cultural Officer, Kalyani, Nadia.
13. The Deputy Director (Finance), B.R.A.I.P.R.D., Kalyani, Nadia.
14. Shri Ashis Chowdhury, Librarian, B.R.A.I.P.R.D., Kalyani, Nadia, with the request to upload the notice in the Office Website
15. The Office Superintendent, B.R.A.I.P.R.D., Kalyani, Nadia.
16. P.A. to Director, B.R.A.I.P.R.D., Kalyani, Nadia.
17. The Cashier, B.R.A.I.P.R.D., Kalyani, Nadia.
18. Office Notice Board, B.R.A.I.P.R.D., Kalyani, Nadia.


OSD & Ex-officio Joint Secretary,
BRAIPRD, Kalyani, Nadia.



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☎ (033) 2582-9641/9642
Fax : (033) 2582-9640

SPECIFICATION

Sl. No.	Description of item of work	Quantity	Rate	Quoted Rate
1.	i) Taken down & reinstallation the window type machine after necessary repair and washing, cleaning by water jet etc.	1 Unit		
	ii) Through servicing/cleaning of split type RAC machine indoor and outdoor by water jet	1 Unit		
2.	Repairing/replacement the defective compressor 1.5/2 Ton window/Split type AC Machine by replacing the sealed compressor unit.	1 Unit		
3.	Purging the unit condenser and cooling coil by continuous nitrogen gas pressure reaffixing of compressor gas welding, testing removed spot welding with vacuuming.	1 Unit		
4.	Supply and fixing 1 unit stainer and capillary change in place of defective one for filling of refrigerant gas.	1 Unit		
5.	Repairing of blower motor after necessary dismantling with motor rewinding by S/changing suitable size the copper wire.	1 Unit		
6.	i) Supply and replacement of burn out starting capacitor of compressor as per required.	1 No.		
	ii) Supply and replacement of burn out running capacitor of compressor as per required.	1 No.		
	iii) Supply and replacement of running capacitor for blower motor or indoor and outdoor unit as per required.	1 No.		
	iv) Supply and replacement of window RAC thermostat in place of damage one as per sample.	1 Unit		
7.	Replacement of burnout relay unit in place of defect one as per sample.	1 No.		
8.	i) Supply and replacement of 20 amp. 3 pin plug top.	1 No.		
	ii) Supply and replacement of 20 amp 6 pin socket.	1 No.		
9.	Supply and replacement the 3 core unarmored copper cable for machine connection as required.	1 Meter		
10.	i) Supply and charging of refrigerant gas (R-22) at condensing unit.	Per Kg.		
	ii) Supply and charging of refrigerant gas (R-32) at condensing unit.	Per Kg.		
11.	Taken down and re-fixing the indoor and outdoor unit of split type RAC machine for change of place.	1 Unit		
12.	Newly installation of split type RAC machine at different site (indoor & outdoor).	1 Unit		
13.	Supply and changing insulation pipe with repping tape in different sizes for indoor & outdoor unit. (As per suction & discharge copper pipe)	1 Meter		
14.	Supply and changing different size copper pipe for indoor & outdoor unit for split RAC. (As per suction & discharge copper pipe)	1 Meter		
15.	Transportation charges per unit from work site to Company's work shop and another site. (Benoy Bhavan)	1 Unit		

16.	i) Supply and Changing of PCB board as per specification and actual requirement.	1 Unit		
	ii) Repairing of PCB board with remote control switch of the indoor split type RAC unit including dismantling & reinstalled.	1 Unit		
	iii) Supply of remote handset, if required	1 No.		
17.	i) Supply and replacement of indoor unit runner.	1 Unit		
	ii) Supply and replacement of outdoor unit fan blade.	1 Unit		
18.	i) Supply and replacement of fan blade window RAC.	1 Unit		
	ii) Supply and replacement of runner of window RAC.	1 Unit		
19.	Supply and replacement of outdoor unit valve.	1 Unit		
20.	Supply and fixing of window RAC front grill.	1 No.		
21.	Supply and fixing copper condenser in place of aluminum coil.	1 Unit		
22.	i) Supply and fixing of indoor unit water drain pipe.	1 No.		
	ii) Supply and fixing of additional water drain pipe for draining of water.	1 Mtr.		
23.	Supply & fixing bearing of blower motor in place of damage one.	1 No.		
24.	Supply & fixing outdoor bracket for installation of split RAC machine with stud bolt & nuts.	1 No.		
25.	Supply & fixing M/S plate for the indoor unit as wall fixing with necessary screw.	1 No.		
26.	i) Dismantling the existing window type RAC machine and staging properly as direction of E.I.C.	1 Item		
	ii) Dismantling the existing split type RAC machine(indoor and outdoor) and staging properly as direction of E.I.C.	1 Item		
27.	Supply & fixing of 1.5 Ton capacity new indoor unit complete set.	1 Unit		
28.	i) Supply & fixing of indoor unit blower motor as per sample.	1 No.		
	ii) Supply & fixing of Outdoor unit blower motor as per sample.	1 No.		
29.	Supply & fixing contactor for AC machine	1 No.		
30.	Supply & fixing swimming motor for Indoor unit	1 No.		
		Total :		
		Add : (+) S.G.S.T. (9%) :		
		Add : (+) C.G.S.T. (9%) :		
		Total :		
		Add : (+) Labour Welfare Cess (1 %) :		
		Total :		


 OSD & Ex-officio Joint Secretary,
 BRAIPRD, Kalyani, Nadia.