



Dt.6th July, 2024

QUOTATION ENQUIRY

Sealed quotations are invited on behalf of the Director, ICMR – National Institute of Virology, Pune for “Annual Maintenance Contract (AMC) for UPS Systems” 62 nos. installed at the ICMR-NIV, Pune & Pashan. Interested vendors should submit their quotation along with their company/personal profile and details given below:

Description of the Item required for AMC	Quantity	Contract Period
UPS Systems (Different make)	62 Nos.	1 Year i.e. from 01.08.2024 to 31.07.2025 (See point no. 9 below)

The quotation super scribed as “Quotation for Annual Maintenance Contract of UPS Systems” addressed to the Director, ICMR-National Institute of Virology, 20-A, Dr. Ambedkar Road, P.B.No.11, Pune - 411001, should be dropped at the Stores Department at NIV Pune or sent through Speed post/Courier by 12th July, 2024 till 3.00 p.m.

Scope of Work

- I. **Minimum Number of preventive visits during AMC:** Quarterly visits & all breakdown calls.
- II. **Routine maintenance on every preventive visit:** General maintenance.

Apart from the above mentioned routine maintenance, the company should attend breakdown calls within 24 hrs or maximum 48 hrs.

Terms & Conditions:

- 1) This is an enquiry and must not be treated as an order.
- 2) The bidder shall seal the two envelopes (both technical & financial bids in two separate envelopes) and put in one outer cover and submit it before 12th July, 2024 till 3.00 p.m.
- 3) Bidder need not to be present while opening of bids. Tender opening Committee of the institute will open the bids internally. Subsequently technical committee of the institute will evaluate the bids. Recommendations of the technical committee will be accepted. Decision of the technical committee/CA of this institute will be final and binding in this regard.
- 4) The Preventive Maintenance service has to be done only during the office hours i.e., 9:00 am to 05:30pm on working days. ICMR-NIV may permit servicing on closed holidays or out of office hours as per requirement.
- 5) No advance payments will be made. The payment will be on half yearly basis i.e. in two installments upon rendering the services and on receipt of satisfactory report from the end users.
- 6) No extra payment will be made on account of transportation, handling, loading, unloading, labour charges etc.
- 7) While submitting the quotations, the rate against each work and net amount to be paid, GST etc. should be specified separately.

- 8) In case any discrepancy/breach in a service contract is noticed during the period of AMC, the loss will be ascertained and is liable to recover and the AMC can be terminated immediately.
- 9) The period of AMC shall be initially for one year. Further extendable for one year, depending upon the life of equipment, satisfactory performance of vendor & requirement of the institute. During the extended period there shall be no upward revision in the cost and all other terms & conditions shall remain the same. The decisions on extension will be as per the approval of the competent authority.
- 10) Preference shall be given to be the OEM or its authorized dealers. Dealers to submit the authorized dealership certificate.
- 11) AMC can be terminated on both sides by serving a notice of one month.

Yours faithfully,

Wathak
Administrative Officer
06/03/24

* Quotation ^{date} / extended upto 16th July 2024,
till 3.00 P.M.

Wathak
12/21/24
S D