

No. GEN(037)/OMN/44/10/NCRB

Government of India
Ministry of Home Affairs
National Crime Records Bureau

East Block-VII, R.K. Puram,
New Delhi- 110 066.

Dated:08.01.2015

Subject: Quotation for CAMC of Air conditioners.

Sir,

Sealed quotations are invited from reputed vendors for Comprehensive Annual Maintenance Contract (CAMC) of Air conditioners, Water Coolers, Water Dispensers & Fridge for a period of six months. However, the Bureau is scheduled to be shift to its new premises at Mahipalpur during current year 2015. The equipments are installed at East Block-7 & 9, R. K. Puram, New Delhi which can be inspected for assessing the rate of CAMC during any working day between 2 P.M. to 5 P.M. with prior appointment with JAD (G) on telephone no. 26172324 Extn. 208. Details are also available on *NCRB Website: <http://ncrb.gov.in>*. The details of 66, ACs, 2 Water coolers, 14 Dispensers and 4 Fridge are enclosed herewith at Appendix 'A'.

2. The rates quoted should clearly indicate applicable taxes and other terms and conditions.
3. The quotation details are also available on NCRB website <http://ncrb.gov.in>.
4. The quotation should be accompanied by an EMD @ 5% of total value of CAMC in the form of bank draft drawn in favour of A.O. PAO, DCPW, payable at New Delhi. Quotations without EMD will not be entertained.
5. The quotation should be addressed to the AD(A&G), NCRB, East Block - VII, R.K.Puram, New Delhi - 110 066.
6. Envelope containing the quotations must be superscribed '**Quotation for CAMC of Air conditioners & Misc. Items**'.
7. Quotations received after due date will not be entertained.
8. The number of ACs, Water cooler, dispenser and fridge for CAMC may increase or decrease.
9. In respect of the items which are under warranty as on date, the CAMC will commence from the date of expiry of warranty.

- 10 An exclusive resident mechanic would be required from Monday to Friday 9.30 to 6.30 to look after the above mentioned equipments. The resident mechanic should have valid PF, ESI subscription. Rates may be quoted accordingly.
11. Routine dusting and cleaning of A/Cs should be done fortnightly during the contract period.
12. CAMC should cover all the parts (Mechanical, Electrical and Structural) including the compressors of ACs.
- 13 The quotation should reach NCRB on or before **13.02.2015** up to 5:00 PM.
- 14 Taxes and other charges, if any must be given separately.
15. In general no overwriting is permitted in the rates. If found, the tender shall be summarily rejected. However, except rate all the over writings must be signed by the authorized person of firm.
16. The rates quoted must be valid for 90 days minimum from the date of opening of the tender and silence of any tenderer on this issue shall be treated as agreed with this condition.
17. Vender should have valid TAN / PAN and ITR for last three years.

Director General, NCRB, reserves the right to accept or reject any or all of the quotations without assigning any reason.

(N.K.SINGH)
Asstt. Director(A&G))