

22/2/2018

Sub: Annual Maintenance Contract for Plumbing, Carpentry & Electrical works at Office Campus and Housing Complex (Plot 'B') - reg...

Sir,

Quotations are invited for attending the maintenance requirement of plumbing, carpentry and electrical nature of works on **Rate Per Day Basis** for these works (i.e. single person knowing to attend only maintenance works of Plumbing, Carpentry and Electrical works) materials will be supplied by the Institute. Period of Contract will be for one year.

The works have to be attended at Main Office Building, Guest-House-I with 65 Non A.C. rooms, 35 A.C. rooms, Mess, (Kitchen & Dining Hall). Guest House-II with 6 A.C. rooms, Mess, Kitchen and Dining Hall, Director's Bungalow. PGDM Boys Hostel with 37 room, along with Mess (Kitchen and Dining Hall), Girls Hostel 16 rooms, along with Recreation Hall and Warden Room, Residential Complex with 61 quarters, Community Hall, Jubilee Hall, Maintenance of pumps of Office and Housing Complex New PGDM Building.

For more enquires and details, please contact the Building Overseer during the office hours form 10.00 am to 4.00 pm.

You are requested to kindly visit the site to submit sealed quotations only superscripting "**Quotation for Annual Maintenance Contract for Plumbing, Carpentry and Electrical Works**". The Institute reserves the right to accept or reject your quotation without assigning any reasons. Submit your sealed quotations on or before dt. 05/03/2018 before 4.30 pm.

Yours faithfully,


**Registrar
For Director**

Copy to - HOC - CIT (For uploading on Institute's Website)

Terms & Conditions

I) Technical Envelop-

Should contain all necessary papers to be attached as follows:-

- 1-Name & Address of the firm.
- 2-Fax No., Email address, Contact person, mobile no. and landline no.
- 3-Photo copy of Income Tax Return Filed for the year 2016-2017.
- 4-GST No. and Pan Card No.]
- 5-Customer and office addresses where at present services are being provided.

Financial Envelop- Will be opened only if Technical envelop found as per requirement.

II) **Finance Envelop:-** Should contain rates in the given chart only.

Format

Sr.No.	Particulars	Rates
1.	Attending the maintenance requirement of plumbing, Carpentry and Electrical nature of works on <u>Rate per day basis</u> for these works (i.e single person knowing to attend only maintenance works of plumbing, Carpentry & Electrical works)	<u>Rate perday basis</u>

Conditions:-

- a) The works have to be attended at Main Office building, Guest House-I with 64 Non A.C. rooms, 28 A.C. rooms, Mess (Kitchen & Dining Hall) Guest-House-II with 6 A.C. rooms, Mess, Kitchen and Dining Hall with Mess (Kitchen & Dining) Girls Hostel 16 rooms along with Recreation Hall, warden room, Residential Complex with 61 quarters, Community Hall, Jubilee Hall, New PGDM Building, maintenance of pumps at office and Housing Complex on daily basis as per complaints received.
- b) Payment of bills will be made within 10 days after receipt of bill. No. advance payment will be made.
- c) Interest free security Deposit Rs.100/- will have to be kept with VAMNICOM.
- d) Rate should be quoted only in the format enclosed. Rate will be effective for 1 year from the date of acceptance.
- e) Service Tax if any may be included as per prevailing rates in the final bill.
- f) Any extra terms and conditions suggested by supplier will not be acceptable.
- g) Last date of submission of quotation is on or before 05/03/2018-1600 hrs. Quotations received after last date will not be entertained.
- h) Quotations should be submitted in 2 sealed envelopes as above.
- i) Rights are reserved for accepting or rejecting any quotation without assigning any reason.
- j) Rs.100/- payable by D.D. in f/o 'Director VAMNICOM, Pune-7 are to be submitted along with quotation as processing fee.