

**The Municipal Co-operative Bank Ltd.,
Mumbai**

Municipal Bank Bhavan, 245 P .D 'Mello Road, Fort,
Mumbai -400001

**Tender Document
For
Supply, Installation & Commissioning of Air Conditioners**

Tender No. : 02/2018-2019

The Municipal Co-operative Bank Ltd., Mumbai 400001

1. Notice inviting Tender:

Wax sealed tenders are invited on behalf of The Municipal Co-operative Bank Ltd., Mumbai 400001 for Supply, and Installation & Commissioning of Air Conditioners as per the technical specifications and terms and conditions of the tender document and on buy-back basis of old Air Conditioners in place.

Name of Work: Supply, Installation, testing & commissioning of Air Conditioners as per technical specifications and terms and conditions of the tender document by replacing the old Air Conditioners on turnkey basis. Disconnecting the existing (old) Air Conditioners System and removing the same after commissioning of the new system, on buy-back basis; Mention buy-back cost in the tender.

Location of supply: The Municipal co-operative Bank Ltd., Mumbai, Andheri (w) Branch, Nair Hospital ATM, Sion Hospital ATM & Chembur ATM,

Issue of Tender documents / tender cost 1. Tender documents can be obtained from The Municipal co-operative Bank Ltd., Mumbai, Municipal Bank Bhavan, 245 P.D' mello Road, fort, Mumbai -400001 on all working days between 11.00AM to 5.30 PM from 09/04/2018 to 17/04/2018 or can **download the Tender Document from our website -www.municipalbankmumbai.com** **Rs.500/- Tender cost** in the form of DD, drawn in favour of **The Municipal co-operative Bank Ltd., Mumbai**, to be submitted in a separate envelope along with the bid.

EMD : **EMD of Rs. 10,000/-** only (Rupees Ten Thousand only), in the form of DD, Drawn in favour of **The Municipal co-operative Bank Ltd., Mumbai**, to be submitted in a separate envelope along with the bid.

Period of completion of work: The entire supply and installation should be completed within 15 days of releasing the purchase order.

Bids complete in all respects should reach The Municipal co-operative Bank Ltd., Mumbai, Municipal Bank Bhavan, 245 P. D' mello Road, fort, Mumbai -400001 **on or before the 17/04/2018 up to 3.00 PM**. Bids submitted after the BID DUE DATE & TIME, will not be accepted. Bids will not be accepted by post, courier, fax or emails.

Sd/-
General Manager (I/C)

INVITATION FOR BIDS

2. The Municipal co-operative Bank Ltd., Mumbai invites wax sealed bids, under Two Envelop Systems, from eligible bidders for installation & Commissioning of Air Conditioners at Different branches in Mumbai
3. Interested and eligible bidders may obtain further information; inspect the site at different location in Mumbai as per list and obtain the Tender document from the Head office of The Bank or can download the Tender Document from our website - www.municipalbankmumbai.com
4. The Tender Document has to be submitted in two separate envelopes as detailed below:
 - a. First envelop should be super scribed as '**TECHNICAL BID**'
 - b. Price bid second envelop should be super scribed as '**PRICE BID**'

Both the envelopes should be enclosed in **one big envelop** super scribing as "**Tender Document for Installation & Commissioning of Air Conditioners**"

5. All further amendments/corrigendum in Tender Document or Bid Schedule, if any, shall be notified on our website www.municipalbankmumbai.com
6. The last date for submission of Tender Document is **17/04/2018 up to 03:00 p.m.** The Tender Document should be addressed to:

General Manager (I/C)
The Municipal co-operative Bank Ltd., Mumbai
Municipal Bank Bhavan
245, P.D'mello Road, Fort, Mumbai -400001
Tel 22616911-12

Earnest Money Deposit (EMD)

The tender should be accompanied by EMD in the form of Demand Draft from any Nationalise/scheduled bank for Rs 10,000/- (Rupees Ten Thousand Only) in favour of The Municipal co-operative Bank Ltd., Mumbai. Payable at Mumbai.

Letter of Submission

To,
General Manager (I/C)
The Municipal co-operative Bank Ltd., Mumbai
Municipal Bank Bhavan
245, P.D'mello Road, Fort,
Mumbai -400001

I/We, the undersigned, have read and examined in detail, the specifications and all bidding document and hereby declare that:

PRICE AND VALIDITY:

All the rates quoted in our proposal are in accordance with the terms and conditions as specified in bid document. All the prices and other terms and conditions of this proposal are valid for a period of 120 calendar days from the last date of submission of bid.

We do hereby confirm that our bid prices include all taxes.

EARNEST MONEY

We have enclosed the EMD in the form of Bank Draft No _____ Dated _____ Favoring The Municipal Co-operative Bank Ltd., Mumbai payable at Mumbai _____ issued by / drawn on _____ Bank for Rs. 10,000/- (Rupees Ten Thousand only), as desired.

DEVIATIONS:

We declare that all the services shall be performed strictly in accordance with the technical specifications and other tender conditions with no deviations.

QUALIFYING DATA:

We confirm that all information/data have been submitted as required by you in your tender document.

We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge and belief. I/We agree that in case any information is found to be incorrect, the tender is liable to be rejected at any point of tendering process.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

Thanking you,

Yours Faithfully

(Signature of Tenderer)

Name:

Date:

Designation:

Place:

Seal:

Address:

Telephone No:

SCOPE OF WORK

The Municipal Co-operative Bank Ltd., Mumbai is interested to procure Air Conditioners for Branches in Mumbai. Details & specification of ACs required are as below:

1. The Air Conditioners are required to be installed at different Location in Mumbai. List Enclosed.
2. The Air Conditioners should be **heavy duty** type with **5 Star rating with copper condenser coil and** suitable for 24 hr. operation.
Vendor should visit & inspect the site before quoting the rates then the same should be mentioned clearly. In case contractor fails to consider this then no claims/excuses will be entertained once the contract is awarded.
3. 10% retention on total Contract value will be retained till 12 months defect liability period which will bear no interest. Defect liability period will be of 12 months from the date of virtual completion work.
4. Penalty @ 1/2% per week on total cost will be charged for delayed period.
5. The Bidder will be required to ensure trouble free operations of the Air conditioning systems at the rated performance with minimum break down during warranty period.
6. In addition to break down maintenance the Bidder will be required to provide four complete services in a year for:
 - a) Complete checkup of Air conditioners for performance with oiling and tuning of all mechanical and Electrical parts.
 - b) Temperature Regulation & Power consumption checking.
 - c) Cleaning of condenser & cooling coils, filters & body etc.
 - d) Any other problem faced by us from time to time.
7. In case of Compressor failure no repairs of compressor shall be allowed. The bidder has to provide replacement of compressor from the Original Equipment manufacturing (OEM) company.

ELEGIBILITY CRITERIA

1. The Bidder should be an authorized Dealer of any of the companies whose product is being quoted.
2. The Bidder should have a minimum annual turnover of Rs 50 Lakh from Sales & Maintenance of ACs during the last three financial years. The bidder should submit last 03 years audited balance sheet.
3. The Bidder should have a full-fledged Service Centre in Mumbai.

BID EVALUATION CRITERIA

1. After opening the Bids shall be examined whether the EMD is in order and the Bidder meets the minimum eligibility criteria as specified above.
2. Those bidder's whose EMD is in order, meet the minimum eligibility criteria, submitted all the required documents and meet the Technical requirements shall be considered for opening of Financial Bid.

TERMS & CONDITIONS

1. Bids should be valid for a period of not less than 120 days from the date of opening of bid (envelope number one). Bids submitted without EMD & tender cost shall be rejected.
2. Bidders will be responsible for covering all risk under workmen Compensation Act (WCA) for their employees/machinery on site for installation & commissioning jobs. Bank will not be responsible for any damages whatsoever on this account.
3. In case the repairs are not possible on site & required to be repaired outside our premises, all expenditure on this account would be borne by the Bidder.
4. Payment Terms: Payment will be made on successfully installation & commissioning, issue of the satisfactory report by concern Branch Manager and no advance payment will be made.
5. In the event of dispute, General Manager of Bank shall be the sole arbitrator and his decision shall be final & binding on both the parties.

6. Warranty period of air conditioner unit should be minimum of one year and that of compressor is 4 years. During that period vendor should provide quarterly preventive service as well as is required to attend break down call promptly.
7. The Municipal co-operative Bank Ltd., Mumbai does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
8. The Municipal co-operative Bank Ltd., Mumbai is free to change the quantities for which the bid is called and the payment will be made for actual quantity installed.

The Bidders are required to submit the following information, documents, etc. for Technical evaluation:-

- 1 Authorization/Dealership certificate letter from the manufacturer.
- 2 The list of major contract executed i.e. giving details of type of Work, name & address of clients, value of job & duration including Photocopies of major orders with completion certificates.
- 3 Copies of balance sheets of the last three years

List of Approved Make

- 1 Daikin
- 2 Hitachi
- 3 Blue star
- 4 voltas

General Information of the Tenderer

1	EMD & Tender cost Details DD No and Date: Amount in Rs. Name of the Bank:	
2	Name and Address of the Bidder	
3	Contacts:	
4	Telephones:	
5	Fax:	
6	E-mail:	
7	Mobile No:	
8	Category of the tenderer (Whether company, partnership firm or Proprietary concern)	
9	Name of Chief Executive Officer and Telephone No.	
10	Year of Establishment	
11	Sales Tax Commercial Tax/ CST nos.	
12	Income Tax PAN/GIR No.	
13	Yearly Turnover of the Last 3 years.	
14	List of major Clients and the size of orders executed	
15	List of Infrastructure available	

Sr.No.	Description	Qty	Daikin		Blue Star		Hitachi		Voltas	
			Rate per unit (Rs.)	Total Amount (Rs.)	Rate per unit (Rs.)	Total Amount (Rs.)	Rate per unit (Rs.)	Total Amount (Rs.)	Rate per unit (Rs.)	Total Amount (Rs.)
B	NAIR HOSPITAL ATM									
	B.Y.L.Nair Hospital Compound, Mumbai Central, Mumbai – 400 008									
	(A) Details of requirement									
	1 Ton Split (Make) (5Star)	2								
	Total (A)									
	B) Less : Buy Back Price									
	1 Ton Split	2								
	Total (B)									
	Final Cost of Machines (A) - (B)									
	(C) Dismantlation & Installation Charges									
	All plumbing electrical, carpentry & masonry work to be included in quotation									
	Total of (A) - (B) + (C)									
<p>NOTE: The current AC units are installed in the ATM cabin itself. Bark wish to installed the new AC units above (on the roof) the ATM cabin. Considering the work vendor should quote for additional work. Hence vendors should visit the site before quoting the rate</p>										

