

**बिड दस्तावेज़ / Bid Document**

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	19-02-2026 18:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	19-02-2026 18:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Agriculture And Farmers Welfare
विभाग का नाम/Department Name	Department Of Agricultural Research And Education (dare)
संगठन का नाम/Organisation Name	Indian Council Of Agricultural Research (icar)
कार्यालय का नाम/Office Name	Indian Agricultural Research Institute, New Delhi
वस्तु श्रेणी /Item Category	Customized AMC/CMC for Pre-owned Products - AMC FOR AIR CONDITIONER; --; Annual Maintenance Contract (AMC); Quarterly; Yes
अनुबंध अवधि /Contract Period	1 Year(s)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes   Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes   Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3

बिड विवरण/Bid Details	
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है। / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

#### ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	245000

#### ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	15

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

#### लाभार्थी /Beneficiary :

Director, IARI

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

#### एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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#### एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE purchase preference	100

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM\\_No.1\\_4\\_2021\\_PPD\\_dated\\_18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated online in GEM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
6. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any

impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

**अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required**

**Scope of Work:**<1769686786.pdf>

**Special Terms and Conditions/Penalty/Payment Terms pertaining to the Bid/Contract:**<1769686806.pdf>

**Financial Breakup Required:**<1769687116.pdf>

**Product/Equipment Details:**<1769687116.pdf>

**Please provide list of spares/parts/replacement for AMC services:**<1769687233.pdf>

**Customized AMC/CMC For Pre-owned Products - AMC FOR AIR CONDITIONER; --; Annual Maintenance Contract (AMC); Quarterly; Yes ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Product category	AMC FOR AIR CONDITIONER
Product Brand	--
Type of service	Annual Maintenance Contract (AMC)
Preventive Maintenance Frequency	Quarterly
Manpower Required	Yes
<b>एडऑन /Addon(s)</b>	

**क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer**

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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**अतिरिक्त विशिष्टि दस्तावेज /Additional Specification Documents**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Quantity of product/ equipment	अतिरिक्त आवश्यकता /Additional Requirement

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Quantity of product/ equipment	अतिरिक्त आवश्यकता /Additional Requirement
1	Kaushal	110012, Room No 44 Store Section, Directors Office ICAR- IARI Pusa Campus New Delhi- 110012	1	<ul style="list-style-type: none"> <li>Number of months within the contract period for which service is required : 12</li> </ul>

## केता द्वारा जोड़ी गई बिड की विशेष शर्तें/**Buyer Added Bid Specific Terms and Conditions**

### 1. Generic

**OPTION CLAUSE:** The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

### 2. Generic

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

### 3. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

### 4. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

### 5. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

### 6. Payment

**PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

## अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for attached categories, trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.**

**For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.**

**The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:**

- All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and
- All operative provisions of the erstwhile Labour Laws until their complete substitution.

**All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-**

**compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.**

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तें के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस नियिदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---धन्यवाद/Thank You---**



**MAINTENANCE & ENGINEERING UNIT  
ICAR - INDIAN AGRICULTURAL RESEARCH INSTITUTE  
NEW DELHI-12**

**GeM-54/25-26/MEU**

**Dated - 29-01-2026**

**GeM Custom Bid Notice**

The Director, ICAR-Indian Agricultural Research Institute (IARI) invites online GeM bid for “**Comprehensive AMC of Air Conditioners in various Divisions/Offices/Units/Hostels and Guest Houses at IARI, New Delhi-12**” for a period of one year.

Tender schedule:

Date of release of tender through GeM Portal	29.01.2026
Bid submission start date	29.01.2026
Bid Submission End Date	19.02.2026
Date & Time for opening of technical bid	20.02.2026, 1430 hrs

In case a holiday is declared by the Government of India on the day of opening of bids, the bids will be opened on the next working day at the same time. The IARI reserve full right to accept or reject any or all the tenders without assigning any reason thereof.

The tender form alongwith details of items and terms & conditions can be seen on GeM portal. Online bids completed in all respect should be submitted through GeM portal only. No physical bids or bids submitted through other means will be summarily rejected. Tenders and supporting document should be uploaded only on GeM portal duly numbered online. Hard copy of the tender documents will not be accepted. Technical bid description, page no. to be filled and signed.

Please note that only online bids through GeM portal will be accepted.

**Admn. Officer (Works)**

## **Custom Bid**

Online bids are invited by the Director, Indian Agricultural Research Institute (IARI) on behalf of the Secretary, Indian Council of Agricultural Research (ICAR), New Delhi for “Comprehensive AMC of Air Conditioners in various Divisions/Offices/Units/Hostels and Guest Houses at IARI, New Delhi-12” for the period of one year at Indian Agricultural Research Institute (IARI) located at Pusa, New Delhi-110012.

### **INSTRUCTIONS TO BIDDER**

An earnest money of Rs. 2,45,000.00 (Rupees TwoLakh Forty-FiveThousand Only) must be deposited in the form of DD/FD/BG payable to Director, ICAR-Indian Agricultural Institute at New Delhi. The physical EMD should be submitted in person to ME Unit, Directorate, IARI, New Delhi-12 on or before the last date/time of submission of online bids. The particulars of the earnest money deposited must also be mentioned in the online bids at the space provided in technical bid Performa. Conditional bids shall not be considered/participated. However, firms registered with the NSIC/MSME are exempted from submitting EMD. In such cases firm must attach copy of Registration Certificate with specific mention of work permitted to undertake by the MSME/NSIC. Online tenders are invited under two bids system (Technical and Financial) through Govt e-marketplace (GeM portal). EMD must be deposited during working hours i.e. 9.00 A.M. to 5.30 P.M. on all working days (except Saturday, Sunday and Gazetted Holiday) before the last date/time for submission of bids failing which bids will not be accepted. EMD must be in the form of DD/FD/BG payable to The Director, Indian Agricultural Institute at New Delhi. (No cheques of individual/firms will be accepted).

The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting the tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fails to observe and comply with the foregoing stipulations the aforesaid amount of EMD will be forfeited by the IARI. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him in the manner prescribed by the IARI.

The schedules of the tender form should be uploaded with online bids. In the event of the space provided on the schedule form being insufficient for the required purposes, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the tender form. If any modifications of the schedule is considered necessary, it should be communicated by means of a means of a separated letter before close of the tenders.

The bids are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedule to the tenders are not filled in properly.

If a tenderer does not accept the offer, after issue of online letter of award by IARI, the offer made shall be deemed to be withdrawn without any notice & earnest money shall be forfeited.

The rates quoted by each firm for contract in tender be given clearly without any ambiguity otherwise the same is liable to be rejected. Tenders will be opened online by the authorized officers.

The successful firm will submit the performance security at 5% of contract value before the start of the contract, in the event of non-deposition of the same, the earnest money will be forfeited and firm will be debarred for further participating in further tenders invited by this institute. No interest on security deposit and earnest money deposit shall be paid by the IARI to the tenderer.

The service provider shall abide by all the laws as applicable by the state/central govt. including labour laws, ESI, EPF, income tax, GST, etc. or any other extra taxes levied by Govt. under Company Act, welfare measure of its employees and all other obligation that is being instructed in such cases and are not essentially enumerated and defined herein, though any such bounded duty shall be the exclusive responsibility of the service provider and its shall not involve IARI in anyway whatsoever. Compliance of these provisions shall be ensured at the times of making monthly payments.

Successful Bidder/tenderer will have to enter into a detailed contract agreement with IARI on non-judicial stamp paper of Rs. 100/- (One hundred only) for the said work.

The Director, ICAR-IARI reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reason and it is not mandatory to be communicated to the tenderer.

Decision of Director, ICAR-IARI shall be final for any aspect of the contract and binding to all parties. Disputed arising, if any, on the contract will be settled at his level by mutual consultation and in case of failure in settlement dispute shall be referred to the sole arbitrator to be appointed by the secretary, ICAR. The decision of the sole arbitrator so appointed shall be final and binding on the parties. Arbitration proceeding shall be governed by the Arbitration & Conciliation Act, 1996 as amended from time to time. Before awarding a tender code of integrity will have to furnish by the successful bidder as per direction of Government of India.

## TERMS & CONDITIONS

1. The work shall be executed as per C.P.W.D. Specifications.
2. The contractor shall ensure the payment of minimum wage to the workers employed by him as applicable under the Labour Laws time to time.
3. The contractor shall be responsible for deduction contribution towards “Employees Provident Fund” to its employee and deposit the same along with its contribution to the concerned RPF Commissioner under the employees provided funds and Pension Scheme and misc. act 1952 as amended from time to time and produce the receipt as a proof before every payment.
4. The Contractor shall comply with the provision of the Payment of Wages Act 1936. Minimum Wages Act 1948. Workman Compensation Act 1923, Industrial Dispute Act 1947, RPF Act 1970 or any modification thereof any other law relating thereto and rules made under.
5. The deployment of staff/labour will be as per direction of Engineer-in-charge. For completion of work successfully, Contractor will have to employ educationally qualified as I.T.I. certificate/other diploma in the relevant trade.
6. The Contractor will have to record all parameters in Inquiry message register/task register/log book/workers diary etc. site order book as prescribed by the Department, to be arranged by the agency and get the signature of site representatives of IARI.
7. Contractor will have to employ educationally qualified, skilled and experienced operational staff as per Indian Electricity norms.
8. No extra payment will be paid for attending the routine/specific complaints on Sunday / Gazetted or National holiday by the department.
9. In case of emergency the Contractor has to depute the required manpower even after working hours, as per the directions for which this Institute will pay nothing extra.
10. The required spare parts for day-to-day complaints will be provided by this Institute, carriage if any involve shall be arranged by the Contractor himself.
11. On non-satisfactory service the contract is liable to be cancelled with one month notice & Agency/Contractor can also leave the contract/job after giving atleast three months notice.
12. In case of not attending of complaints at any day and in case of Non-satisfactory services the Institute has the right to hire services of required workers from market on the risk and cost of contractor and necessary recovery will be made from the bills @ Rs.500/- per complaint.
13. In case of failure of any kind on the part of contract, the Contractor's full earnest money/security deposited by the Contractor will be forfeited & firm black listed also.
14. The work is to be started within ten days after award positively failing which the Contractor may be Black-listed in this Institute and full E.M.D. will be forfeited.
15. In case of any worker of agency found attending any short of private work in the area necessary action as deemed fit will be taken.
16. Agency shall be full responsible for safer operation & working for all electrical installation & fitting at the site.
17. Successful tenderers will have to sign into a detailed contract agreement with IARI on “Non-judicial stamp paper” within a week time.

18. The Contractor shall be solely responsible for compliance with the applicable laws relating to labour services etc.
19. Contractor shall be responsible for safeguard, maintenance & up keep of all related equipment's and E.I.& Fans the periphery of concerned site & as per direction of concerned official.
20. The Institute will not be responsible in case of any mis-happening, human injury etc. for or such type things Firm/Contractor will be responsible at their own cost.
21. The Contract may be extended one more year on the basis of requirement of the office and satisfactory services rendered by the Agency.
22. Director, IARI reserves the right to reject any or all the tenders without assigning any reason.
23. Only those firms will be considered for financial bid who will qualify in the technical bid.
24. The bidder has to quote unit wise rates for annual maintenance of air conditioners and other services and items as per performa given, Rates quoted will be valid till the contract period as well as during extension period , if any.
25. The bidders/firms qualifying technical bid only shall be eligible for opening of financial bids.

## Terms & Conditions (Technical)

1. The supplied materials should be as per make & model of the machines already installed.
2. The contractor is fully responsible of genuineness of used materials and producing of the challan of material from authorized dealer.
3. The service provider agency shall deposit following spare parts in the store of Nodal Officer IARI for day-to-day maintenance:
  - a) Window type AC unit each of 1.5 TR and 2.0 TR capacities = five each.
  - b) Compressor each of 1.5 TR and 2.0 TR capacity = five each.
  - c) Blower motor each of 1.5 TR and 2.0 TR capacities = five each.
  - d) Air conditioner controls such as thermostats, selector switch, relay, capacitors etc = ten set.
4. The spare parts shall remain under custody of the concerned official of the Institute. The service provider shall ensure that spare parts consumed shall be replaced promptly within 48 hours.
5. The service provider shall ensure that in case of compressor it shall be replaced with a new compressor of same model with at least one-year replacement warranty. **Repairing of burnout compressor shall not be allowed.**
6. The spare parts for the work should be executed as per CPWD/manufacturer specifications used for replacement shall be of same make/quality of the air conditioner with warranty or guarantee of one-year period.
7. The service provider shall maintain service logbook file containing maintenance report signed by caretaker of building in charge and duly verified by Head of division/section in charge of concerned division/office.
8. The detail of window/split AC installed in IARI is enclosed at **Annexure-III**. Bidders are advised to visit installation sites before quoting the price in the attached BOQ as the institute is spread over 1200 acres and building are in all over area in the institute.
9. The quoted price shall be inclusive of all the expenses on account of excise duties, Sales tax, Octroi, GST, transportation, handling insurance etc., as applicable.
10. The work is to be carried out within the premises of the ICAR-IARI, New Delhi-12, if available, the space shall be provided free of cost for repairing the machine within the campus.
11. In the event of major repairs, if any of the air conditioners is required to be taken out side IARI premises, the same will be allowed to be taken outside only with the written permission of the Institute. No separate charges on account of labour and transportation would be paid by the institute for the purpose. The contractor shall have to provide stand by air conditioners in working condition till such time and defective ACs taken outside for repairs is fully repaired and installed back to the satisfaction of the user. For this purpose the contractor will be required to provide at least two extra ACs immediately after award of the contract to be kept in the IARI premises till the contract is over.
12. No equipment parts will be removed without prior information approval or gate-pass issued by the competent authority. For repair/servicing of ACs, the accommodation shall be provided free of cost if available.
13. The contractor will be required to post at least two AC/Refrigeration Mechanic (having ITI certificate) and at least two helpers should be deputed permanently during the period of contract at the IARI for attending day-to-day complaints.

14. The payment of the maintenance service contract is payable quarterly after completion of respective quarters on provision of certificates issued by the user of the Air-Conditioner as the case may be.
15. The tender of the will be liable to be terminated even before the expiry of the contract period. If the firm fails to provide satisfactory service or violates any of the conditions/terms of the contract. In the event, the security deposited by the firm will be forfeited. Besides, the institute could make deductions up to 10% while making payment of bills.
16. At the termination of the contract period, the air conditioners which remained under the custody shall be handed over in working condition.
17. During currency of contract, if any mishap occurs due to electrocution or faulty fittings, it will be the responsibility of the contractor to compensate the loss on account of injury to any person/property.
18. Routine maintenance services (**ONCE IN 3 MONTHS**) shall include at least the following services:
  - a. Checking/replacement of filter.  
Checking operation of the controls of the air conditioners such as selector switch, thermostat, relays, remote control etc.
  - b. Checking air flow through the supply air grill, return air grill, condenser.
  - c. Checking operation of the voltage stabilizer and back up electrical power outlet/MCB.
  - d. Checking operation of the drive motors and fan.
  - e. Checking firmness of the supporting arrangement for the compressor, blower motor, air conditioners casing and fixing of the air conditioners etc.
  - f. Replacement of component of air conditioners found defective after the above checks and tests.
  - g. Charging of refrigerant gas during the period of contract if need arises.
- a) The scope of work shall include all checks and tests (**ONCE A YEAR**) as detailed under routine maintenance services. In addition to annual maintenance services shall also include:
  - a. Cleaning the condenser and evaporator coils with suitable detergent/chemical solution and flushing with high-pressure jet of water.
  - b. Greasing of blower motors and all moving parts.
19. The Competent Authority may relax the condition of prior turnover and prior experience for start-up enterprises recognised by the Department for Industry & Internal Trade (DPIIT), subject to meeting quality & technical specifications.
20. On call, AMC services shall include attending to any complaint any time of the year, on receipt of verbal/written complaint from coordinating officer of IARI. The downtime for attending to and rectification of defects/complaint shall not exceed 24 hrs failing which a penalty of Rs. 500 per complaint will be deducted from the bill.
21. The machines/air conditioners will be taken over as is where basis and should be made functional all the machines within one month period from the date of agreement, nothing will be paid extra on account of repairing/replacement of parts as all the machines are included in comprehensive maintenance contract.
22. Repair/replacement of major spare parts of only in-operative air conditioners (which are

under AMC) may be allowed to be undertaken after verifying the estimate submitted by concerned Officer subject to the condition of warranty of six months from the date of its repair. The comprehensive AMC that particular AC shall be allowed by the concerned Officer on completion of warranty period of six months.

23. Free electricity and water shall be provided during the contract period for this work only.
24. Comprehensive AMC will initially be awarded for one year and can be extended up to one more year at a time on the same terms and conditions, if a service of agency was found to be satisfactory after one year.
25. Unsatisfactory performance of service will render this contract to be terminated with one month notice.
26. At the end of the period, the service provider shall demonstrate satisfactory testing and operation of all the air conditioners.
27. Director IARI has reserve the right to reject any or all the bid without assigning any reasons.

## SCOPE OF WORK

S. No	Item	Qty.
1	Comprehensive maintenance/service contract for Air Conditioners installed in IARI shall include providing routine maintenance services, pertaining to complaints as and when they occur in Air Conditioners. The services shall include providing all manpower/labour, tools & tackles and replacement of all defective spare parts including consumables parts, of following capacities AIR CONDITIONERS (WINDOW TYPE)(including voltage stabilizer):	
(a)	1.0 Ton Capacity	9
(b)	1.5 Ton Capacity	1030
(c)	2.0 Ton Capacity	17
2	Comprehensive maintenance/service contract for Air Conditioners installed in IARI shall include providing routine maintenance services, pertaining to complaints as and when they occur in Air Conditioners. The services shall include providing all manpower/labour, tools & tackles and replacement of all defective spare parts including consumables parts, of following capacities AIR CONDITIONERS (SPLIT TYPE)(including voltage stabilizer):	
(a)	1.0 Ton Capacity	8
(b)	1.5 Ton Capacity	1004
(c)	2.0 Ton Capacity	115
3	Comprehensive maintenance/service contract for Air Conditioners installed in IARI shall include providing routine maintenance services, pertaining to complaints as and when they occur in Air Conditioners. The services shall include providing all manpower/labour, tools & tackles and replacement of all defective spare parts including consumables parts, of TOWER TYPE SPLIT AIR CONDITIONERS (including voltage stabilizer):	
	4.0 Ton Capacity	6
4	Comprehensive maintenance/service contract for Air Conditioners installed in IARI shall include providing routine maintenance services, pertaining to complaints as and when they occur in Air Conditioners. The services shall include providing all manpower/labour, tools & tackles and replacement of all defective spare parts including consumables parts, of DUCTABLE AIR CONDITIONERS (including voltage stabilizer):	
(a)	5.5 Ton Capacity	8
(b)	8.5 Ton Capacity	30
(c)	Casette AC 5.0 Ton Capacity	2

## Annexure-I

### Technical Bid

The scan copy of following documents are required to be uploaded with the Technical Bid. Bid will not be considered in absence of these documents:

Sl. No.	Description	Page No.*	Remarks
1.	Duly filled Annexure-I, signed and stamped.		
2.	Details of EMD or Bid Security Declaration Form as per Annexure-'A' with relevant certifications, etc.		
3.	Scanned copies of GST Registration Certificate		
4.	Scanned copies of PAN Card		
5.	Scanned copy of Registration Certificate of the firm under Company/Shops & Establishment Act of the respective state or Govt. of India for this purpose.		
6.	Scanned copy of relevant ISO Certificate.		
7.	Scanned copy of OEM authorization of one of the reputed brands of ACs.		
8	Solvency certificate not less than Rs. 48,00,000/- (Rupees Forty Eight		
9.	Scanned copies of proofs of experience of minimum last three financial years i.e. 2022-23, 2023-24 and 2024-25 of the firm in the field of providing Similar services in Central Govt. establishments/ autonomous bodies/corporations / reputed public or private organizations. Scanned copies of the satisfactory services where the tenderer is providing the services for each of the last three financial years.(Experience must be in related field)		
10.	Minimum Average turnover of the firm for the last three financial years (2022-23, 2023-24 and 2024-25) should not be less than Rs. 3,66,00,000.00 (Rupees Three Crore Sixty-Six Lakhs only).		
11.	Scanned copy of Audited Balance Sheet along with profit & loss account of the firm for last 3 (three) financial years i.e. 2022-23, 2023-24 and 2024-25 duly signed by the Chartered Accountant.		
12.	Scanned copy of undertaking on Non-judicial stamps mentioning that the firm has not been debarred/blacklisted by any organization in last three years and No criminal/legal suit is pending against the firm. (Non-Judicial stamps of Rs.100/- must not be older than the date of floating of tender on GeM Portal).		
13.	Code of Integrity (Annexure-C)		

Only those firms will be considered for financial bid who will qualify in the technical bid

\*Mentioning of Page No. is compulsory without it the technical bid will not be accepted for further consideration.

I/We certify that the information provided above is true and documents furnished in support thereof are genuine. At any stage the above statement found to be false, our tender may be rejected straightway besides initiating other administrative/legal action for submitting false information/documents. I/We, further undertake that I/We shall abide with terms and Conditions of the tender/Contract and the decision of the Director, I.A.R.I., New Delhi as well.

Signature and seal of the Agency

**ANNEXURE- A**

**BID SECURITY DECLARATION FORM**

To,

Director  
ICAR-IARI, New Delhi-110012

Ref: YOUR TENDER / BID DOCUMENT NO.----- DATED-----  
-----PROVIDING for Comprehensive AMC of Air Conditioners in various  
Divisions/Offices/Units/Hostels and Guest Houses at IARI, New Delhi-12

Subject:-**Bid Security Declaration**

Sir/Madam

We, the undersigned, solemnly declare that:

**We understand that according to the conditions of this Tender Document, the MSE vendors registered with NSIC/KVIC or such Central procuring agencies/Ministries and STARTUPS registered with DPIIT are exempted from submission of Earnest Money Deposit. Accordingly, we M/s..... eligible for exemption from EMD and relevant documents/certificates are attached. Accordingly we hereby declare that:-**

We unconditionally accept the conditions of this Bid Security Declaration. We understand that we shall stand automatically suspended from being eligible for bidding in any tender in Procuring Organization for three (3) years from the date of opening of this Bid if we breach our obligation(s) under the tender conditions if we:

- a) When we withdraw or modify our bid after opening of bids;
- b) When we do not execute the agreement, if any, after placement of supply/work order within the specified period;
- c) When we fail to commence the supply of the goods or service or execute work as per supply/work order within the time specified;
- d) When we do not deposit the performance security within specified period after the supply/work order is place; and
- e) If we breach any provision of code of integrity prescribed for bidding specified in the Tender.

In addition to above, the Institute shall debar us from participating in any procurement process undertaken with the Indian Agricultural Research Institute, New Delhi for the period not exceeding three (3) years in case where the entire bid security or any part thereof is required to be forfeited by procuring entity.

We understand this **Bid Securing Declaration shall expireif:-**

- (i) We are not the successful Bidder,
- (ii) The execution of agreement for procurement and Performance Security is furnished by us in case we are successful bidder,
- (iii) Thirty days after the expiration of our bid.
- (iv) The cancellation of Procurement process; or
- (v) The withdrawal of bid prior to the deadline for presenting bids, unless the bidding documents stipulate that no such withdraw is permitted.

Signed.....  
Name.....  
In the Capacity of  
Official-Seal..... Duly  
authorized to sign the bid for and on behalf of

**Annexure-B**

**UNDERTAKING IN REGARD TO NON-BLACKLISTING**

(On the Letter head of the Firm)

I/we undertaking that the dealing of our firm ***never blacklisted or stop dealing or tempering ban or debarred*** by any government department/organizations/public sector undertaking/Department of Expenditure or Ministry/Your Department. And ***there is no criminal/legal suit pending or contemplated against violation of EPF/ESI, minimum wages act or other law***. In case found incorrect or guilty at any stage, our contract will be terminated immediately further dealings will be stopped with our firm.

**Signature of Authorized Signatory  
with seal of the firm**

**Annexure-C**

**FORMAT OF CODE OF INTEGRITY**

To  
The Director,  
ICAR-IARI, New Delhi-110012

We M/s \_\_\_\_\_ hereby undertaken that we shall not act in contravention of the codes which includes provision of the essential ingredients of the Integrity Pact include:-

- i) Making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
- ii) Any omission, or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained or an obligation avoided.
- iii) Collusion, bid rigging or anticompetitive behaviour that may impair the transparency.
- iv) Improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
- v) Any financial at business transaction between the bidder and any official of the procuring entity related to tender or execution process of control which can affect the decision of the procuring entity directly or indirectly.
- vi) Any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
- vii) Obstruction of any investigation or auditing of procurement process.
- viii) Making false declaration or providing false information for participation in the tender process or to secure a contract.
- ix) Disclosure of conflict of interest.
- x) Disclosure by the bidder of any previous transgression made in respect of the provision of sub-clause.
- xi) With any entity in any country during that last three years or of being debarred by any other procuring entity.

(Bidders signature)  
Stamp

Place:  
Date:

## **Other Terms and conditions:**

1. The Contractor will make the payment of wages at own cost by the 5th day of each month positively to the deployed personnel through their bank account and submit the e-payment receipt, other documents along with the monthly bill to this office for payment. The office will release the payment while presenting the bill in office in proper format & correct in all respect on reimbursement basis.
2. The contracting agency will submit the proof of deposit of EPF & ESI with the concerned Department in the form of ECR (Electronic Challan Receipt) alongwith the bills to be submitted to the Institute in respect of the person so deployed. The contracting agency will submit the invoice along with proof of disbursement and deposit of all statutory dues/ payments in triplicate after making the payment to the person(s) provided to IARI supported with the essential documents.
3. Details of disbursement indicating amount receivable from IARI against each individual towards statutory payments and net amount paid to each individual along with cheques online details in each category should be furnished before the next payment is claimed.
4. Unauthorized deduction for statutory obligations will not be made out of payments of the person(s) deployed.
5. The contracting agency will provide Identity Card to all his person(s) deployed as per the format passed by the indenting office valid for the period of contract. The agency will also provide badges indicating the name of the person(s) provided and Agency and it should be displayed on left side of upper torso during the period of deployment/work on all working days.
6. The contracting agency shall comply with all statutory obligations whatsoever.
7. The normal office hours of IARI is from 9.00 AM to 5.30 PM, five days from Monday to Friday. However, ICAR-IARI reserves the right to have the services on closed day and beyond office hours as and when required on need basis.
8. In case of absence on any worker on working day, it will be substituted with a suitable person to have continuity.
9. The contracting agency will be required to sign a contract with the IARI. The other terms and conditions specified in the Bid document and accepted bid will also form the part of the Model agreement and non-judicial stamp paper.
10. In case of any loss theft/ sabotage caused by/ attributable to the personnel deployed, the Director IARI reserves the right to claim damages from contracting agency and deduct the same from the monthly bill of the contracting agency. IARI will indicate reason for each deduction.
11. Notwithstanding anywhere, even if mentioned herein, the IARI-ICAR- IARI shall in no case whatsoever be responsible/ bind for any act of omission/ commission in this regard by the Wages to be paid to the contractual manpower will be as per Minimum Wages prescribed by govt. of Delhi/ Govt. of the concerned state or central govt. whichever is higher will be paid & other benefits payable to the employees.

12. The agreement is terminable with one month notice from Institute. If the service provider wants to rescind the contract voluntarily or otherwise, the agency is required to give a notice of at least three months failing which the amount of security deposit including any other dues will be recovered from them for making alternate arrangement till the new contract is assigned to the other party.

13. Risk Clause:

IARI reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this will be recovered from Security Deposit or pending bills or by raising a separate claim. The Service charges, to be quoted by the Bidder, shall remain unchanged during the entire contract and no request, on whatsoever ground, shall be considered for any increase in the service charges.

**14. LIQUIDATED DAMAGES CLAUSES:**

- a) Whenever and wherever it is found that the work is not up to the mark in specified point/area or if specified quality work is not maintained or in case of non-satisfactory work performance noticed by the Competent Authority of ICAR-IARI, it will be brought to the notice of the supervisory staff of the firm by ICAR-IARI and if no action is taken within one hour/specify time given liquidated damages clause will be invoked. A sum equivalent to the **0.5% per week** (half per cent, or any other percentage if prescribed) of the value of delayed portion (that includes variations, taxes and duties) of the Services, subject to a maximum of 5% (Five per cent) of the total contract value. In case of inordinate delays, this upper limit shall be 10% (Ten per cent) of the contract value. The Director, ICAR-IARI shall have the full power to either take the work wholly or in the part thereof out of the hands of the contractor for any negligence of the contractor.
- b) The Firm will not charge placement charges and/or on any other account from the manpower deployed at the ICAR-IARI. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at a later stage, reports are received that the Contractor/Contracting Firm has charged the manpower on any account.
- c) **Compensation for breach of contract:**

S.No.	Fault	Penalty/Fine
1.	Unattended complaint	Rs.500 per day
2.	Unsatisfactory performance letter/certificate from End-User	Rs.500 per Letter/Certificate