



**ARMY PUBLIC SCHOOL BAGRAKOTE**  
**BAGRAKOTE, DIST- JALPAIGURI -734501**



222/APSB/Tender/01

Dt : 27 Aug 2024

**NOTICE INVITING TENDER FOR PROCUREMENT AND INSTALLATION OF AIR CONDITIONERS**

BID DOCUMENT NO : APSB/Tender/01

(Scope of Work and Conditions of Contract)

**FOR SELECTION OF VENDOR FOR SUPPLYING, INSTALLATION & AMC OF AIR  
CONDITIONERS IN ARMY PUBLIC SCHOOL BAGRAKOTE, P.O- BAGRAKOTE, DIST-  
JALPAIGURI, 734501**

<b>TABLE OF CONTENTS</b>	
Annexure - I	Instructions to the Bidder
Annexure – II	Undertaking
Annexure – III	General Terms and Conditions (GTC)
Annexure – IV	Buyer added Bid Specific Additional Terms and Conditions(ATC)
Annexure – V	Technical Specifications
Annexure – VI	Bidder Details Form
Annexure – VII	Timeline for Bidders & Delivery details

**ARMY PUBLIC SCHOOL BAGRAKOTE**

222/APSB/Tender/01

Dt : 27 Aug 2024

**INSTRUCTIONS TO THE BIDDERS**

- 1) Army Public School Bagrakote, P.O.- Bagrakote, Dist- Jalpaiguri, West Bengal -734501, hereinafter referred to as the 'Client', invites bidders to participate in LTE(Limited Tender Enquiry) UNDER SINGLE BID SYSTEM, to be submitted through e-mail, from reputed firms dealing with Ministries/Govt. departments for Supplying of 12 Air Conditioners, Installation and AMC of the same in the School campus.
- 2) While all efforts have been made to avoid errors in the drafting of the bid document, the Bidder is advised to check the same carefully. No claim on account of any errors detected in the bid documents shall be entertained.
- 3) Tenders not accompanied by required documents/certificates shall be summarily rejected.
- 4) Bids will have a validation period of not less than 30 days.
- 5) The Bidder should at the time of submission of the bid, submit bids on bidder's company letterhead with signature and stamp of firm, in token of the Bidder having acquainted himself/themselves and accepted the entire Bid Document (Scope of Work and Special Conditions of Contract) including various conditions of contract.
- 6) The bidder shall attach the copy of the authorization letter/power of Attorney as proof of authorization for signing on behalf of the Bidder.
- 7) All Bidders are hereby explicitly informed that conditional offers or offers with deviations from the conditions of Contract, the bids not meeting the minimum eligibility criteria, Technical Bids or any other requirements, stipulated in the bid documents are liable to be rejected.
- 8) The parties to the Bid shall be the 'Bidders' (to whom the work would be awarded) and Army Public School Bagrakote, P.O.- Bagrakote, Dist- Jalpaiguri.
- 9) For all purposes of the contract including arbitration there under, the address of the bidder mentioned in the bid shall be final unless the bidder notifies a change of address by a separate letter sent by registered post with acknowledgement due to Army Public School Bagrakote, P.O.- Bagrakote, Dist- Jalpaiguri. The bidder shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.
- 10) For any bid related queries, bidders may contact client on [apsbagrakote@awesindia.edu.in](mailto:apsbagrakote@awesindia.edu.in).
- 11) This bid and its work order are subject to Mal bazar Jurisdiction & law. The Malbazar Sub Divisional Court shall have exclusive Jurisdiction to settle any disputes which may arise out of or in connection with the contract.
- 12) This office reserves right to cancel this bid fully/partially at any stage of bidding process, without stating any reason thereof.

**ARMY PUBLIC SCHOOL BAGRAKOTE**

222/APSB/Tender/01

Dt : 27 Aug 2024

**GENERAL TERMS AND CONDITIONS**

- A. Years of experience required for bidder : 03years
- B. Document required from seller -
- Document to satisfy the Technical Specification of the product being offered,
  - Compliance of specification and supporting document.
- C. Make in India Purchase performance : Yes

**ARMY PUBLIC SCHOOL BAGRAKOTE**

222/APSB/Tender/01

Dt : 27 Aug 2024

**BUYER ADDED BID SPECIFIC ADDITIONAL TERMS AND CONDITIONS**

- 1) 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.
- 2) Bidders must quote the prices inclusive of GST on whole bid. Buyer will not pay anything in addition to the prices quoted in the bid.
- 3) Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.
- 4) Experience Criteria: The Bidder or its OEM(themselves or through reseller(s)) should have regularly, manufactured or supplied same or similar Category Products to any Central / State Govt Organization / PSU / Public Listed Company for 3 years before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the year. In case of bunch bids, the primary product having highest value should meet this criterion.
- 5) OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of order. The purchaser also reserves the right to increase the ordered quantity by upto 25% of the contracted quantity during the currency of the contract at the contracted rates & till 6 months after such date. Bidders are bound to accept the orders accordingly.
- 6) Scope of supply (Bid price to include all cost components): Supply, Delivery, Installation, Testing and Commissioning of Goods.
- 7) BIDDER must have & provide Dedicated/toll Free Telephone No. and Escalation Matrix of Telephone Numbers for Service Support.
- 8) 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.
- 9) The bidder is required to upload, along with the bid, all relevant certificates such as BIS license, type test certificate, approval certificates and other certificates as prescribed in the Product Specification given in the bid document.
- 10) In case of malfunctioning of product, bidder must provide onsite support within 3 working days after registering complaint for the same, for a period of 5 years.

11) Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if

I) The Seller fails to comply with any material term of the Contract.

II) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.

III) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period and/or to replace/rectify any rejected or defective Material(s) promptly.

IV) The Seller becomes bankrupt or goes into liquidation.

V) The Seller makes a general assignment for the benefit of creditors.

VI) A receiver is appointed for any substantial property owned by the Seller.

VII) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

#### **BUYER ADDED ATC CLAUSES**

1. The scope of supply includes supply, delivery, installation & commissioning of goods and confirmation from consignee that goods supplied were as per specifications mentioned in the bid and received by the consignee in working condition.

2. The supplied material should perform optimally for a period of 5 years from the date of such installation. Any repairs or maintenance required during such periods shall be carried out by the seller at no additional cost to the buyer.

**ARMY PUBLIC SCHOOL BAGRAKOTE**

222/APSB/Tender/01

Dt : 27 Aug 2024

**TECHNICAL SPECIFICATIONS**

**(Technical specification mentioned below are minimum. Any better specification will also be accepted.)**

Ser	Product Name	Specification	Quantity	Amount (incl GST)
(a)	Air Conditioner	1.5 Ton	06	
(b)	Air Conditioner	2 Ton	06	
(c)	Installation Equipment and Material requirement			
(d)	AMC for Air Conditioners			

**ARMY PUBLIC SCHOOL BAGRAKOTE**

222/APSB/Tender/01

Dt : 27 Aug 2024

**BIDDER DETAILS FORM**

1. Name of the firm : .....
2. GST No : .....
3. Owner,s Name : .....
4. Aadhar Number : .....
5. Address of the firm : .....  
.....
6. PAN No. : .....
7. Contact No : .....
8. Contact Person : .....
9. Registration No : .....

**ARMY PUBLIC SCHOOL BAGRAKOTE**

222/APSB/Tender/01

Dt : 27 Aug 2024

**TIMELINES**

<b>Ser</b>	<b>Activity Scheduled</b>	<b>Date and Time</b>
1	Date of Commencement of Bid	27 Aug 2024
2	Bid clarifications if any	29 Aug 2024
3	End Date of Submission of Bid	02 Sep 2024
4	Date of Opening of Technical and Financial Bid	03 Sep 2024
5	Delivery of goods	Within 07 Calendar Days after placing supply order

**DELIVERY DETAILS**

- 1) Client : Army Public School Bagrakote, P.O.- Bagrakote, Dist- Jalpaiguri, 734501
- 2) ContactPerson: Dr D R Chowdhury, Principal, APS Bagrakote
- 3) E-mail : apsbagrakote1978@gmail.com
- 4) Phone number will be shared in the supply order.



**ARMY PUBLIC SCHOOL BAGRAKOTE**

222/APSB/Tender/01

Dt : 27 Aug 2024

**UNDERTAKING**

(Notarized Affidavit to be executed on non-judicial stamp paper of Rs.10/-).

A copy of Affidavit same should be scanned and sent to Army Public School Bagrakote and hard copy should be delivered along-with other documents as per the timelines of the Bid Document.

1. I, the undersigned certify that I have gone through all the terms and conditions mentioned in the bid document No \_\_\_\_\_ dated \_\_\_\_\_ and undertake to comply with them unconditionally.
2. That the rates quoted by me are valid and binding upon me for the entire period of contract.
3. That I/We give the rights to the competent authority of Army Public School Bagrakote to forfeit the Earnest Money/Security money deposit submitted by me/us in case of breach of conditions of Contract and act for blacklisting my/our agency.
4. That I/We also declare that Government of India or any other Government body has not declared me/us ineligible or blacklisted or debarred me/us on charges of engaging in corrupt, fraudulent, collusive, or coercive practices or any failure/lapses of any nature.
5. That I hereby undertake to provide the goods as per the directions given in the bid document/contract agreement.

Place:

Date:

Dated Signature of Bidder along-with Stamp.....

Name of the Bidder .....