

1/7

Rabindranath Tagore Centre  
Indian Council for Cultural Relations  
9A, Ho Chi Minh Sarani, Kolkata – 700071  
T:033-2282 2895 / 0314

Expression of interest for engagement of contractor for  
Maintenance contract of 120TR X 3 Nos reciprocating type  
chilling plant at ICCR Kolkata.

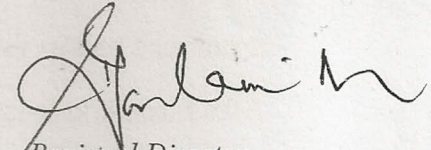
Ref. No. : Pur/Tender/001/GD

dated 4.06.2018

Sealed offers are invited for the above job for three years from resourceful contractor having valid Trade License, PAN No & GST Tax Registration Certificate, Credentials for this type of job and current IT Return.

Interested bidders are requested to download all the documents from our website [www.iccr.gov.in](http://www.iccr.gov.in) or [tagorecentreiccr.org](http://tagorecentreiccr.org) **from 04.06.2018 to 18.06.2018.** Sealed offers should be submitted to our above address within **4 p.m of 20.06.2018.**

The Regional Director reserves the right to accept any or reject any or all offers without assigning any reason what-so-ever.

  
Regional Director

गौतम दे / GOUTAM DE  
क्षेत्रीय निदेशक / Regional Director  
भारतीय सांस्कृतिक संबंध परिषद  
Indian Council for Cultural Relations  
विदेश मंत्रालय / Ministry of External Affairs





**Tender for Comprehensive / Non comprehensive Maintenance of  
120TR X 3 Nos reciprocating type chilling plant at ICCR Kolkata.**

- 1) Rate for Comprehensive maintenance contract of 120TR X 3 Nos chilling plants of Blue Star make at ICCR, Kolkata
- 2) Rate for Non - Comprehensive maintenance contract of 120TR X 3 Nos chilling plants of Blue Star make at ICCR, Kolkata, along with the cost of spare parts expected to be replaced during period of contract.

**Technical Description of Plants and Machineries**

1. The plants consisting of 120TR (Each 60TR X 2 nos ) X 3 nos reciprocating type Air-cooled condenser. The units run with R-22 gas with necessary condenser fan with proper electro-mechanical controls.
2. The primary Chilled water pump -3 nos & secondary chilled water pump - 6 nos.
3. The plants consisting of 15 Nos AHU, FCU - 5 nos & CSU -11 nos
4. All kinds of pipe line with necessary valves & controls.
5. Electrical panel board.

**Scope of Work**

**120X 3 Nos reciprocating type of water chilling System**

120 X 3 nos reciprocating compressor and accessories and other related equipments.

- a) To carry out all kinds of repairing and preventive maintenance of 3 nos. 120TR (Blue Star Make) Compressors including replacement of defective parts.
- b) The compressor units and system should be checked regularly oil level, noise, operating parameters leaks of oil, refrigerant, over heating etc.
- c) Checking of oil and gas leakages of the whole system monthly.
- d) Checking all pressure gauges, safety cut out switches quarterly and replacing any defective components if required.
- e) Checking and tightening foundation bolts, belts etc. monthly and doing necessary rectification.
- f) Checking and inserting gland packing in all service valves of gas line quarterly, if required. Any faulty valve shall have to be repaired or replaced.
- g) Inspecting compressors annually or as and when required and replacing all defective parts like shaft seal, suction & discharge valves, gasket bearings oil pump etc.
- h) Carrying out performance test of the system annually.





- i) Cleaning and maintenance of expansion valves, strainers annually or as and when required. Any valve is found defective shall be replaced at the earliest.
- j) Repairing and replacing evaporation coils including distributors and pipelines as and when required.
- k) Charging of refrigerant gas as and when required.
- l) Cleaning and leak testing of all coils of condensers monthly or as and when required.

**Chilled Water Pump with Motors & Electrical panel**

- a) To check and rectify belt tension alignment, mounting bolts etc. monthly and replace "V" belt as and when required.
- b) To repair and service agitators and replace defective parts if needed, quarterly.
- c) To repair and service motor quarterly and replace defective parts like bearings etc. when required.
- d) To overhaul motors annually.
- e) Repairing of all pumps, motors and electrical starters including replacement of all spares and components as and when required. Spare pumps & motors shall be kept ready.

**Deduction/ Penalty**

- a) If there is any delay in attending schedule, maintenance/check up work, penalty in clear term may be 2% of total contract.
- b) If any operational problem arises you have to solve the problem free of cost.
- c) ICCR kolkata may impose penalty for non-completion of job in time.
- d) Chilled water at required temperature/quantity should be available at conditioned spaces as and when required. Non availability of chilled water due to operational fault/negligence or due to lack of preventive/corrective maintenance of plant, penalty may be imposed at the rate of 2% of total cost of work/contract.





4/7  
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Contract may be terminated at any time by either of the party during its currency by giving one month notice to the other party in writing without showing any reason thereof.

Payment towards maintenance & servicing charges will be made on quarterly billing after completion of maintenance work. Such payment will be released within 30 days of submission of bill accompanied by servicing report.

For servicing & maintenance work (comprehensive) ICCR, Kolkata will not supply any spare parts if required. If any spares related to servicing of the AC Plants are required at any time should be supplied by the contractor.

For servicing & maintenance work (Non - comprehensive) ICCR, Kolkata will bear/supply cost of spare parts if required. If any spares related to servicing of the AC Plants are required at any time should be supplied by the ICCR.

For details of the job if you required any clarification you may contact Shri R.N.Goswami, Programme Officer, ICCR, Kolkata. (contact no.-033-22822895,2287-2680) during office hours from 9.30am – 6pm on all working days.

The ICCR shall not be liable for injury of any employee who are deployed by you within/outside the ICCR premises at the time of execution of the work order.

You shall not transfer, partially or fully, the benefits of this agreement to any individual/Firm/company etc. at any time within the agreement period.

If any spares related to servicing of the AC Plants are required at any time should be supplied by the contractor with prior permission from the competent authority of ICCR. However, any major items, the cost of material shall be reimbursed by the competent authority to the contractor against the same work order.

It is hereby made clear that this contract is a commercial contract by and between the ICCR and yourself. There will be no employer-employee relationship between the ICCR and yourself. So under no circumstances you or your employees will be the employees of the ICCR and therefore, you or your employees will not be entitled to rights, privileges, benefits, etc. which are extended to the employees of the ICCR.

If any dispute or difference shall at any time arise between the two parties in respect of this order or concerning anything herein contained or arising out of this order, or as to the rights, liabilities or duties of the said parties hereunder, or as to the recovery of any amount, the same shall be referred to the sole arbitration of Regional Director, ICCR, 9A Ho chi Minh Sarani, Kolkata – 700 071. The decision of the Arbitrator shall be final and binding on the parties. The Hon'ble High Court at Kolkata shall have exclusive jurisdiction as regards any dispute/arbitration under these terms irrespective of any jurisdiction clauses mentioned hereinabove or subsequently in other place(s). The arbitration proceedings shall be governed by the provisions of the Arbitration and Conciliation Act, 1996 and rules made thereunder of any enactment or statutory modifications thereof for the time being in force.





5/7

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**Essential Conditions:-**

Tender shall be submitted in sealed envelope addressed to The Regional Director, ICCR, 9A, Ho Chi Minh Sarani, Kolkata -700071 super scribing the envelope tender no., date and due date on the top of the envelope.

Contractor having current Trade Licence, PAN no., GST No Registration Certificate, Current IT Return and Credentials in support of the similar type of work are eligible to apply.

Contractor having 3 year's of working experience, supported by document in the same name and style with similar type of industry or with well-known organization at the time of bid opening. Those who have sufficient qualified technical manpower and work independently can participate in this tender.

Selected contractor shall be required to pay 10% of quoted amount as Security Deposit within 15 days from the date of issue of order by Demand Draft drawn in favour of "ICCR Kolkata". Security Deposit shall be refunded after successful execution of order subject to recovery if any. The Security Deposit shall be forfeited in the event of failure or refusal to abide by the terms & conditions of order. The Security Deposit will not bear any interest. The Security Deposit will not be adjusted against Earnest Money.

The Regional Director reserves the right to accept any or reject any or all offers without assigning any reason whatsoever.



Regional Director

गौतम दे / GOUTAM DE  
क्षेत्रीय निर्देशक / Regional Director  
भारतीय सांस्कृतिक संबंध परिषद  
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6/7

**ANNEXURE - A**

**OFFER FORM**

Offer for Annual Maintenance and Operation Contract of  
Ammonia  
Refrigeration Plant at ICCR, Kolkata against Tender  
No. Pur/Tender/001/GD dated  
07.05.2018

From: \_\_\_\_\_  
Tenderer's name

To: To, The Regional Director  
Rabindranath Tagore Centre  
Indian Council for Cultural Relations  
9A, Ho Chi Minh Sarani,  
Kolkata - 700071  
T: 033-2282 2895 / 0314

Tel No(s) \_\_\_\_\_ Fax No (s) \_\_\_\_\_

e-mail: \_\_\_\_\_ Mob.No. \_\_\_\_\_

Dear Sir,

I/We hereby offer for Maintenance and Contract of 120TR X 3 Nos  
reciprocating type AC plants of Blue Star make as per ICCR Kolkata  
specification given in the tender paper.

- (1) We return herewith General Terms & Conditions of the tender duly signed  
and sealed in all pages in token of our confirmation and acceptance. We  
also enclosed photo copy of valid current Trade Licence, Pan No, GST  
Registration Certificate, Current Income Tax Return Certificate &  
credentials of similar type of job.

We have noted that ICCR reserves the right to accept any or reject any or  
all offers in part or full without assigning any reason whatsoever.

Date:

Signature of the Tenderer with seal  
\_\_\_\_\_





7/7

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Maintenance charges:-

Sl. No.	Description	Charges per Year (Rs.)	Total for Three years (Rs.)	Grand Total (Rs.)
1.	Rate for Comprehensive (Spare parts & Consumable including R-22 gas) maintenance of 120TR X 3 nos at ICCR, Kolkata.			
2.	Rate for Non - Comprehensive (without Spare parts & Consumable including R-22 gas) maintenance of 120TR X 3 nos at ICCR, Kolkata.			

(The above rates are Ex- inclusive of all taxes and duties)

Date :

Signature of the Tenderer with seal

