

# HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

## TENDER NOTIFICATION

**ROC.No. 55/2024/J.Spl.Buildings**

**Dt. 20.05.2024**

Quotations in sealed covers are invited from the local reputed agencies/firms for Comprehensive Annual Maintenance Contract of ninety eighty (98) numbers of Air Conditioners viz., 86 Nos. of Daikin make Air Conditioners (1.5 Ton and 05 Star), 11 Nos. of Hitachi make Air Conditioners (1.5 Ton and 05 Star) and 01 No. of L.G. make Air Conditioner (1.5 Ton and 05 Star) installed at the official residences/residential offices of the Hon'ble Judges and the Registrars of the High Court of A.P. in N.T.R/Krishna/Guntur Districts, for upkeep of the equipment (Air Conditioners) including - attending to regular servicing, replacement of spare parts, etc. The contract period will be for a period of one year from the date of entering into contract.

The intending bidders may submit their sealed quotations by furnishing all necessary details regarding repairs and maintenance of the Air Conditioners, with track record, if any, duly mentioning the annual maintenance charges with taxes, if any, to the undersigned by superscribing "Quotation for entering Comprehensive Annual Maintenance Contract for ninety eight (98) numbers of Air Conditioners" and addressed to the Registrar (Management), High Court of Andhra Pradesh, Nelapadu, Guntur District, personally or through post during office hours i.e., 10.30 a.m. to 5.30 p.m. on or before 04.06.2024 and the quotations received after the said date will not be entertained. The payment for the annual maintenance contract will be made quarterly on submission of necessary certificate/proof of attending the maintenance works.

The Registry reserves the right to accept or reject any or all the quotations without assigning any reason.



## TERMS AND CONDITIONS

1. The contract is for Comprehensive Annual Maintenance of 98 Nos. of Air Conditioners installed at the official residences/residential offices of the Hon'ble Judges and the Registrars of the High Court of Andhra Pradesh in NTR/Krishna/Guntur Districts.
2. The contract is for a period of one year from the date of entering into agreement.
3. The contracted amount shall be payable to the successful bidder in four equal quarters.
4. The successful bidder has to attend routine and breakdown services, rope servicing, replacement of spare parts, etc., to the air conditioner units (outdoor and indoor units).
5. The successful bidder has to attend the repairs/replacement of compressors, gas charging, remote controls and other accessories.
6. The servicing of indoor and outdoor units shall be attended as scheduled below:

S.NO.	LOCATION	TYPE OF SERVICE	FREQUENCY
1	Official Residences/Residential Offices of the Hon'ble Judges and the Registrar of the High Court located at various places in N.T.R/Krishna/Guntur Districts	Filters Service (Dry)	Monthly
		Coil Service (Wet)	Twice a year
		Outdoor units (Wet)	Twice a year

7. The successful bidder has to replace the damaged copper pipes, drain pipes from indoor to outdoor, etc., if any, at their own cost.
8. The successful bidder has to attend the servicing through ropes, wherever necessary. No extra charges, therefor, will be paid.
9. The successful bidder has to engage the required technicians for attending to the complaints. The complaints should be attended within 06 hours of receipt of information to the successful bidder.
10. In case of delay, substitute unit should be provided by the successful bidder, at their own cost, during the period of repairs.



11. GST or any other tax or duties on materials and on services in respect to this contract shall be payable by the vendor and nothing extra will be paid by the High Court for increase of such taxes or duties even if imposed or levied either before or after the quotations are opened.
12. No extra amount will be paid by the High Court towards travelling to the residences of the Hon'ble Judges and the Registrars of the High Court located at various places in NTR/Krishna/Guntur Districts for attending repairs/servicing, etc., to the said Air Conditioners.
13. The successful bidder shall take all safety precautions required while servicing, etc., of the air conditioners.
14. The successful bidder shall submit the bills for the agreed amount for every quarter duly enclosing the relevant papers showing the works done to the said air conditioner units along with the countersignatures of the Assistant Registrar, J.Spl.Buildings Section, High Court of Andhra Pradesh, acknowledging the nature of works done, during the relevant period.
15. The successful bidder has to submit the entire servicing report, including replacement of parts, if any, along with the bill/invoice.
16. The successful bidder shall not sublet or entrust the work of maintenance to any other Agency.
17. The successful bidder is responsible for any damages/loss to the equipment caused due to negligence/irresponsible handling of air condition units by the staff provided by it.
18. The High Court of Andhra Pradesh is at liberty to terminate the contract, at any time, without assigning any reasons.
19. The successful bidder shall handover the units after completion of the agreement period or date of termination, if any, in good working condition to the High Court authorities.
20. If the successful bidder intends to withdraw from the contract, it can do so only on issuing three (03) month's notice to the High Court. It shall submit status report of the units to the High Court at the end of the contract period.
21. The High Court is at liberty to extend or reduce the period of comprehensive maintenance contract and the successful bidder is bound to carry out the maintenance at agreed rate for the extended period, if any.



22. The successful bidder shall be responsible for any damage or loss to the air conditioners caused due to negligence/irresponsibility in handling the air conditioners.
23. Any dispute relating to this contract shall be resolved through the Courts located in Guntur District of Andhra Pradesh only.
24. In case of any failure on the part of the successful bidder, damages will be recovered by the High Court authorities from the successful bidder and the successful bidder will also be liable for penal action of debarring from tendering for two successive years.

*P. Ramesh* 20/5/24  
REGISTRAR (MANAGEMENT)