

HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

TENDER NOTIFICATION

ROC.No.68/2025/J.Spl. Buildings

Dt.07.08.2025

Quotations in sealed covers are invited from the local reputed agencies/firms for Comprehensive Annual Maintenance Contract of seventy one (71) numbers of Split Air Conditioners viz., 60 Nos. of Daikin make Air Conditioners (1.5Ton 5 Star, Inverter model), 01 No. of Daikin make Split Air Conditioners (2 Ton Non Inverter 1 Star), 09 Nos. of Hitachi make (1.5 ton) and 01 No. of LG make Hot and Cold model Air Conditoner installed at the official residences/residential offices of the Hon'ble Judges and the Registrars of the High Court of A.P. in NTR/Krishna/Guntur districts, for upkeep of the equipment (Air Conditioners) including – attending to regular servicing, replacement of spare parts, shifting, uninstallation and installation of Air conditioners including rope work, if necessary, whenever there is a shifting of residence of Hon'ble Judge 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 Comprehensive Annual Maintenance Contract for seventy one (71) numbers of Split Air Conditioners installed at the official residences/residential offices of the Hon'ble Judges and the Registrars of the High Court of A.P." and addressed to the Registrar (Management), High Court of Andhra Pradesh, Nelapadu, Guntur District, personally or through post during office hours i.e., from 10.30 a.m. to 5.30 p.m. on or before 28.08.2025 and the quotations received after the said date and time 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 seventy one (71) numbers of Split Air Conditioners installed at the official residences/residential offices of the Hon'ble Judges and the Registrars of the High Court of A.P in NTR/Krishna/Guntur districts.
2. The Comprehensive Annual Maintenance Contract shall be for a period of one year from the date of agreement.
3. The contracted amount will be payable in four equal installments at the end of each quarter.
4. The successful bidder shall attend routine and breakdown services, replacement of spare parts, etc., to the air conditioner units (outdoor and indoor units).
5. The successful bidder shall attend the repairs/replacement of compressors, gas charging, remote controls and other accessories.
6. The successful bidder shall bear all costs associated with the shifting, uninstallation and installation of air conditioners including rope work, if necessary, whenever there is shifting of residence of the Hon'ble Judge/Registrar.
7. The servicing of indoor and outdoor units shall be attended by the successful bidder as scheduled below:

S.No.	LOCATION	TYPE OF SERVICE	FREQUENCY
1	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.	Filter/Coil Service (Dry service) Indoor/Outdoor Units (Wet service)	Twice a year Twice a year

8. The successful bidder shall replace the damaged spare parts, at their own cost and after such replacements, the agency shall submit all the damaged or defective spare parts to J.Spl.(Buildings) Section, High Court of A.P for verification.
9. The Successful bidder has to attend the servicing /repairs/replacement of parts through ropes, wherever necessary. No extra charges, therefor, will be paid.
10. The successful bidder shall engage the required technicians for attending to the complaints. The complaints shall be attended within 03 hours from the time of receipt thereof.
11. In case of delay, substitute unit shall be provided by the successful bidder, at their own cost, during the period of repairs.
12. GST or any other tax or duties on materials and on services in respect of this contract shall be payable by the successful bidder and nothing extra will be paid by the High Court for increase of such taxes or duties even if imposed or levied during the AMC period.

13. No extra amount shall be paid by the High Court towards travelling for attending repairs/servicing/shifting etc., of the said air conditioner units.
14. The successful bidder shall take all safety precautions required while servicing, etc., of the air conditioners.
15. The successful bidder shall submit the bills for every quarter duly enclosing the relevant papers showing the works done to the said air conditioners signed by Personal Secretary to Hon'ble Judge or any person authorized by the Personal Secretary along with the countersignatures of the Assistant Registrar, I/c. J. Spl. (Buildings) Section, High Court of Andhra Pradesh, acknowledging the nature of works done, during the relevant period.
16. The successful bidder shall submit the entire servicing reports, including replacement of parts, if any, along with the bills/invoices.
17. The successful bidder shall not sublet or entrust the work of maintenance to any other agency.
18. The successful bidder is responsible for any damages/loss to the equipment caused due to negligence/irresponsible handling of air conditioners by the technicians provided by it.
19. High Court of Andhra Pradesh is at liberty to terminate the contract at any time without assigning any reasons.
20. 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.
21. 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 equipment to the High Court at the end of the contract period.
22. The High Court is at liberty to extend or reduce the period of the contract and the successful bidder is bound to carry out the maintenance at agreed rate for the extended period, if any.
23. Any disputes 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 or blacklisting the agency.

P. Ramie 07/8/25

REGISTRAR (MANAGEMENT)