

MMTC LIMITED, MUMBAI

(A Govt. of India Enterprise)

ADMINISTRATION DIVISION

No. MMC/MUM/ADMN/TENDER/AC/2015-16

NOTICE INVITING TENDER

Sub.: Tender for awarding Comprehensive Annual Maintenance Contract for two Chillar Plant and AHU f and Cooling Tower thereof

Sealed tenders are invited on behalf of MMTC Limited (A Govt. of India Enterprise), MMTC House, C-22, 'E' Block, BKC, Bandra (E), Mumbai – 400 051 from Mumbai based experienced contractors.

1. ELIGIBILITY

- a) The agency should have overall turnover of minimum Rs. 30 lakhs (Rupees Thirty Lakhs) in providing AMC of Air-conditioned plants and AHU's during the last three years i.e. 2012-13, 2013-14, 2014-2015 and in support they shall provide balance sheet/profit & loss account duly certified by their Chartered Accountant.
 - b) They should have a single completed contract of Rs. 10 lakhs in the above services in any of the aforesaid three years and in support thereof, copy of the contract/award letters should be attached duly self attested.
 - c) The agency should have minimum experience of three years in providing AMC of AC plants and AHU's in Central Government/State PSU's/State Govt. Dept/Semi Govt. Dept/PSU's/MNC and should submit a copy of award letters in support thereof duly attested.
2. Tender documents can be downloaded from MMTC website (www.mmtclimited.gov.in and www.eprocure.gov.in . The earnest money deposit of Rs. 50,000/- (Rupees Fifty thousand only) by way of Demand Draft/Pay Order favouring MMTC Limited payable at Mumbai for participation in tender is to be enclosed.
3. A sealed tender with prescribed EMD and documents duly filled in and signed by the bidders should be submitted in a tender box kept on the ground floor at MMTC House, , C-22, 'E' Block, BKC, Bandra (E), Mumbai – 400 051 on or before 15.03.2016 by 15.00 hrs on due date. Offer likely to be rejected if the tender fails to apply without complete documents.
- i) Proof of Registration issued by Authorised Agency to undertake AMC work in the State of Maharashtra.
 - ii) Experience certificate issued by he companies for the previous three years.
 - iii) Proof of valid registration with statutory authorities for Service Tax/VAT.
 - iv) Permanent Account Number allotted by Income Tax Department.
 - v) Certified copies of annual turnover details for the last three years (balance sheet, IT returns) certified by C.A. signed and sealed by tenderer.

- vi) Profile of Tenderer/Contractor
- vii) Certificate under Shop & Establishment Act
- viii) EMD of Rs. 50,000/- in favour of MMTC Limited payable at Mumbai.
- ix) Details of bank account e.g. Name of Bank, Name of branch, Type of A/c. IFSC code, Branch code.
- x) All tender documents to be signed by Authorized Person.

NOTE : Please note that the tender submitted without fulfilling all the requirements, as above liable to be summarily rejected.

4. The period of the contract shall be one year counted from the date of work order/agreement/award letter. The same shall be extendable only at the discretion of the MMTC subject to satisfactory completion of work during contract period/extended contract period. The decision of MMTC shall be final and binding on the contractor in this regard.
5. The tender should remain valid for a period of 60 days from the date of opening of the same.
6. All the pages of the offer must be signed and sealed by the tenderer.
7. Tenders with any additional/deviation by the tenderers, whatsoever shall be rejected.
8. The tenderer shall quote the rate in English language and international numerals. These rates shall be entered in figures as well as in words, in case of difference in rate between words and figures, rates mentioned in the words shall be treated as valid and final.
9. All entries in the tender shall be typed/written in ink. Erasers and over writing are not permitted and may render such tenders liable for rejection. The tenderer shall duly attest all cancellations and insertions.
10. The Earnest Money Deposit may be forfeited in the event of:-
 - 1) If a tenderer withdraws the tender during the period of tender's validity.
 - 2) In case of successful tenderer, if the tenderer fails to commence the work, as required.
11. Earnest Money Deposit (EMD) of unsuccessful tenderer shall be returned within reasonable time without any interest. The EMD of successful tenderer shall be retained and converted as interest free security deposit, to be refunded after successful completion of defect liability period.
12. If the tenderer deliberately gives wrong information in his tender, MMTC reserves the right to reject such tender at any stage or to cancel the contract, if awarded and forfeit the Earnest Money/Security Deposit/any other moneys due.
13. The successful tenderer shall not sub-let part of the contract work without written permission of MMTC. The tenderer is fully responsible for all execution satisfactorily as per terms & conditions of the contract awarded to him.
14. Tenderers are advised to visit office to inspect the plant and machinery installed at basement of MMTC House before submission of the tender/bids. No claim shall be entertained later on the grounds of lack of knowledge. It is understood that tenderers/contractors have satisfied themselves on the information and knowledge required before tendering.
15. MMTC do not bind itself to accept the lowest or any tender and reserves the right to reject any or all the tenders in full or part, without assigning any reason thereof.

16. Any dispute or difference whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by Arbitration by a sole arbitrator to be nominated by CMD of MMTC. The provisions of Arbitration & Conciliation Act 1996 as amended upto date shall apply to such arbitration proceedings. The venue of arbitration shall be Mumbai.
17. The successful tenderer shall enter into an agreement later on.
18. Preference to be given to organization/firm which has been formed by SC/ST people having work knowledge and experience in the field and fulfill the terms and conditions of the tender.