

# **YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**

## **ESTATE DEPARTMENT**

**RAJBHAVAN COMPLEX, BANER ROAD, PUNE - 411 007.**

**Phone No. (020) 25608408**

## **QUOTATION PAPERS**

### **QUOTATION FOR COMPREHENSIVE MAINTENANCE CONTRACT FOR AIR CONDITIONERS & OTHER EQUIPMENTS/ MACHINERIES AT YASHADA**

**For the period of One Year 2026– 2027**

**Quotations submission : From 08/01/2026 (09.30 am )  
to 16/01/2026 (03.00 pm)**

**Last Date of Submission : 16/01/2026 (Up to 03.00 PM)**

**Date of Technical Bid : 16/01/2026 (At 03.00 PM) (If Possible)**  
**Opening**

**Quotations of Comprehensive Maintenance Contract for Air Conditioners & other Equipments/Machineries at Yashada for a period of One year 2026-2027.**

Lump sum Quotations are invited, having an similar experience in the field of maintenance of AC. for above work, from Agencies having Certificate of registration as AC manufacturers/Authorized Dealers or Distributors/ Private Limited firm /Public Limited Firm/Government / Semi Government organizations/ partnership firm / Private Limited company / Valid Shop Act License, as applicable having experience of similar works for minimum 3 years period, by Yashada and will be received in the form of Quotations on or before 16/01/2026 from Estate Dept. Quotation is also available for perusal on www.yashada.org.

Time period : One year (2026-2027)

Quotation Submission : From 08 /01/2026 to 16 /01 /2026 at 03.00 pm.

Last Date of Submission : 16 /01/ 2026 Up to 03.00pm.

Date of Quotation Opening : 16 /01/2025 at 03.00 Pm (If possible)

**1. Validity Period:-**

The offer of the Agency shall remain valid for acceptance for a minimum period of **90 days** from the date fixed for opening of Quotation and thereafter, until it is withdrawn by the Agency by notice in writing duly addressed to the authority opening the Quotation and sent by Registered Post Acknowledgement Due.

The Quotation notice shall form a part of the contract agreement.

1.1 No Joint Venture allowed.

1.2 Right is reserved by Yashada to revise or amend the quotation documents fully or part thereof prior to the date notified or amended for the receipt of Quotation. Such deviations/amendments if any shall be communicated in the form of corrigendum or by a letter as may be considered suitable and shall be part of quotation.

1.3 The bidder should enter his offer only at the stipulated place .

1.4 Right is reserved to reject any or all quotations without assigning any reason thereof by YASHADA.

1.5 Quotations which do not fulfill all or any conditions or are incomplete in any respect are liable to summary rejection by Yashada. Conditional Quotations will be rejected outright.

- 1.6 No alteration in the form of Quotation and the schedule of quotation and no additions in the scope or special stipulation will be permitted.
- 1.7 The quotation should be submitted in Technical and commercial bids separately and submit in the Estate Dept. in stipulated period.

## **2. GENERAL**

2.1 **Time limit:** The work contract is for one year (2026-2027) as specified in the Notice inviting quotation which shall be reckoned from the date of written order of commencing the work and shall be inclusive of monsoon period. The contract period may be extended up to 1 year with same rates, terms and conditions, if needed by Yashada.

2.2 **Quotation Rate:** Quotation rates should be filled in only in the Price Bid (Schedule -B)

2.3 **Quotation Units:** The bidders should particularly note the Units mentioned in the SCHEDULE-B. No change in the Unit shall be allowed. In the case of difference between rates written in figures and words, the correct rate will be the one, which is lower of the two.

2.4 The Income Tax (TDS) @ 2% at the rate as prescribed by the competent authority shall be deducted from bill amount, whether it is, measured bill, advance payment or secured advance and other charges as per Government rules. All taxes imposed by the government will be recovered from the amount payable to the agency for services provided.

### **2.5 The bidder can apply for all part of the contract as per Schedule-B.**

2.6 If Contractor has made an agreement, the documents of his office address, telephone number, mobile number are to be changed in future in respect of which the documents related to bank have been submitted in writing to YASHADA. If it is to be changed, it will be mandatory for the contractor to get YASHADA's permission. If the contractor has not followed the above-mentioned instruction, then single handed decision will be taken by YASHADA after being considered as breach of contractual agreement.

## **3 Instructions:-**

- 3.1 Even though the bidders meet the requirements, they are subject to be disqualified, if they have made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements, specified in the Technical Bid.
- 3.2 Price bid will be opened only in respect of those Agency which are found eligible after scrutiny of technical bid.
- 3.3 In case of insufficient response to this offer, Yashada may extend the period of Quotation.

- 3.4 The agency shall ensure that it fully complies with and observes all the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, the Minimum Wages Act, 1948; Payment of Wages Act, 1935, Employees Provident Fund and Miscellaneous Provisions Act, the ESI Act and such other statutory enactments, rules and regulations laid down by the state government or central government or local body in force/coming into force which may apply to gardening services under this agreement and any liability on account of non-compliance or violation thereof shall be the agency's primary and final liability as well as responsibility. For this purpose, the agency shall submit monthly statutory compliance report duly certified by the authorised representative of YASHADA given in Annexure to this document Yashada shall have a right to hold payment of monthly bill in case the agency fails to comply with statutory requirements or fails to submit proof of statutory payments made by them in respect of their employees deployed at YASHADA.
- 3.5 The employees deployed by the agency at the Yashada shall be its own employees under their exclusive management, supervision and control and Yashada shall in no way be responsible or liable for their wages, salaries, bonus, gratuity or any other allowance, leave salary, wages for holidays or any compensation, notice pay etc.
- 3.6 The agency shall regularly make payment of contributions to the recognized provident fund, Employees State Insurance Corporation, Deposit Linked Insurance Scheme and all other statutory dues that may become due or payable by the agency for the employees deployed by the agency and maintain all such records as may be statutorily required and present the same to the officers of Yashada regularly along with the quarterly bills in respect of dues paid in previous month (name wise). For this purpose, the agency shall fill up separate challans, if necessary in respect of employees deployed at YASHADA. The monthly bill of the agency will be eligible for payment after it submits the same with the evidence of compliance in respect of above and the agency will not link any delayed payment of its monthly bill due to non compliance as above to the timely payment of its employees engaged on the gardening services work.
- 3.7 The technicians along with their bio data, photographs, proof of residence should be submitted to the Estate Office of Yashada or engineer in-charge before such persons are deployed at YASHADA. Any changes there in should be informed to the HoD of Yashada or engineer in-charge as soon as forthwith they take place.
- 3.8 All the workmen deployed by the agency at Yashada shall abide by the disciplinary requirements as also rules and regulations laid down by YASHADA from time to time.

#### **4. QUOTATION PROCEDURES:**

##### **4.1 Envelope No.1 (Technical bid):**

The envelope clearly marked as "Technical bid Envelope -1" shall contain the scanned copies of originals of following Documents:-

- a) Certificate of registration as AC manufacturers / Authorized Dealers or Distributors / Private Limited firm / Public Limited Firm/ Government or Semi Government organizations / partnership firm / Private Limited company / Valid Shop Act License, as applicable. having an similar experience in the field of maintenance of AC.
- b) Certificate of registration of GST.
- c) Certificate of registration of PAN Number.
- d) Self declaration by bidder that they have not been blacklisted by any Ministry/Department/Govt. organization of Central/State or any Public sector organization or there is no litigation with any organization on account of similar type of services and Self declaration by bidder that no Judicial case is pending in court of law against firm as per Annexure-1.
- e) Duly signed declaration regarding acceptance of terms and conditions of the quotation by bidder as per Annexure-2.
- f) Personal and Bank details of bidder as per Annexure-3.

The bidders should upload all above documents. Only technically qualified quotations Price Bid will be opened.

#### **4.2 Envelope No. 2-(Price Bid)**

The bidder shall have to quote rates for total work comprising of Schedule-B. In case of difference in amounts quoted in figures and words and total, due to any arithmetical errors, the lowest of figures or words shall be considered.

The bidder should quote their offer (Lump sum) excluding GST and inclusive of all admissible levies, duties & transport, for one year period of AMC on the format given in the quotation documents for Price bid (Schedule-B). The bidders should upload all documents of Price bid (Schedule-B). GST shall be paid and deducted as per applicable rates against each bill for services rendered by Agency to Yashada as per contract. Bidder shall mandatorily quote his price bid for all of Schedule and also quote the total rates of comprehensively at appropriate place in Schedule-B

A declaration to the effect that the bidder has fully studied the specifications, local conditions, availability of labour and materials and that the agency has quoted their rates with the consideration to all these factors is to be enclosed.

Even though the Bidders meet the above requirement, they are subject to be disqualified if

- a) They have made misleading or false representations in the forms, statements, Annexures and attachment submitted in proof of the qualification requirements.

- b) In case of record of poor performance such as abandoning the work, not properly completing the contract, inordinate delay in completion of work or litigation history or blacklisting history or financial failures etc., shall be adequate grounds for disqualification of bidder.

**5. CRITERIA FOR L1 :**

- 5.1 The price bid of technically qualified bidders shall be opened and lowest offer of technically qualified bidder shall be accepted. The total bid amount offered in price bid by the bidder for Schedule-B in total shall be on the basis of computation of the L1 rates. The acceptance of quotation shall be communicated to the Agency by email or otherwise.
- 5.2 The successful bidder will have to sign the original copy of the quotation papers according to which the work is to be carried out. Such a bidder shall also have to give a declaration to the effect that the bidder has fully studied the site, specifications, local conditions and availability of labour and materials and that the bidder has quoted their amount with the consideration to all these factors.

**Quotation of Comprehensive Maintenance Contract for Air Conditioners & other Equipment's/Machineries at Yashada for a period of one year 2026-2027.**

**7. TERMS AND CONDITIONS**

**7.1 SCOPE OF WORK:-**

- 1 Contract will be for a period of one year from the date of order and covers normal use of equipment under user recommended environmental conditions.
2. This contract is for comprehensive maintenance of Air conditioners which are installed in YASHADA campus and mentioned in Schedule-B and includes supplying and replacement of all Spares, compressors, electrical items with wiring, etc. as per requirement. The spare parts including compressors of the equipment /machinery, which are to be supplied and replaced shall be of genuine make/O.E.M. & of same company of the equipment i.e. Voltas / Carrier / Lloyds / LG, etc as far as possible. Agency has to provide and maintain the refrigerant of appropriate make and type in the compressor of the A.C. units, which shall be full to the sufficient pressure to achieve required temperature or to the satisfaction of Engineer-In-Charge / Competent authority of YASHADA. All work shall be done to the satisfaction of Engineer In charge.
3. In case of change in scope, for payment purpose, increase/decrease in machines shall be calculated on prorata basis, and accordingly addition/reduction in claim shall be paid regarding work related to on tonnage as per Schedule-B.
4. All kinds of spare parts and material needed to repair all machineries shown in Schedule-B should be kept in storage in advance so that the services should not be hampered.

Machineries cannot be taken out of Yashada campus. due to any internal repair or for any reason without permission of office / authority.

5. The contract includes Shifting of ACs outdoor/indoor units from one location to another location as per maintenance requirements and directed by Engineer In charge.

6. It is necessary to submit service report duly signed by AC technician with all detailed repaired work/repair status, in prescribed format with signature of concerned user where the repair & maintenance work has been carried out. The agency will keep the maintenance registers as directed by the Yashada to monitor day-to-day work of the agency. Same shall be certified by Engineer In charge and it has to be enclosed with the quarterly bills raised.

7. The Agency shall send qualified sufficient skilled A.C. technician minimum One technician shall be available for during maintenance period in office hours. Also if required the Agency will get the required work done with the help of the technician and will have to complete the remaining work in extra time.

8. Reduction / Increase in Items:- Items mentioned in Schedule-B may increase or decrease by 25% of total no. of equipment /machineries on unit basis mentioned in Schedule-B of quoted rates.

For payment purposes, increase/decrease in machines shall be calculated on prorate basis, and accordingly addition/reduction in claim shall be paid regarding work related to Part-A on tonnage / C.F.M. as per Schedule-B.

9. The clause 7.19 shall be part of scope of work.

#### **10. CMC Inclusions/Exclusions**

To enable your air conditioners to give their best performance, Agency worked out a Comprehensive Maintenance Service scheme. Details of this scheme are as belows. The above rates are for One Year (3 Dry + 1 Jet ) service.

The scheme covers routine quarterly preventive services as well as services on any breakdown Excluding necessary Replacement of parts except the following.

- 1) Replacement of sheet metal parts, front panel, grill, outer wrapper/casing, air filters, Control knobs, Copper Piping , Fan Blade, Insulation wear and tear/ Communication Cable and painting of any kind will be chargeable material.
- 2) Replacement of Condenser coil / Evaporating coil deterioration due to site Atmospheric corrosion. (Chargeable Material)
- 3) The scheme covers routine services, as well as services on any breakdown including necessary faulty repair of parts as follows:
  - A) Fan Motor
  - B) All Electrical parts including PCBs
  - C) Gas Charging
  - D) Compressor on replacement basis

## **7.2 PREVENTIVE MAINTENANCE SCHEDULE:**

- a) For each ac/machine dry servicing should be done once in quarter/ as and when required in which Agency has to clean the filter , indoor unit, outdoor unit with blower and checking the required gas pressure, vibrations, noise, fan motor & its blade balance, Indoor air flow Room temperature etc. All work shall be done to the satisfaction of Engineer In charge.
- b) Wet servicing should be done as and when required or as directed by Engineer In charge in which all above mentioned activity has to be done with water cleaning instead of blower.
- c) In addition to preventive maintenance schedule, the Agency has to address the break down or complaints as corrective maintenance within 24 hours.
- d) The maintenance contract is inclusive of onsite comprehensive and preventive as well as corrective maintenance of the air conditioners and other equipment's etc. as mentioned above and as per Schedule-B. The Agency must submit the schedule of preventive maintenance in detail to Engineer In charge/competent authority within 15 days of agreement for approval to the Engineer In charge/HoD, who shall, if required make amendments and approve the schedule and handover to the Agency. The schedule may be changed as per Yashada's requirements. The agency should adhere to the maintenance schedule authorized by Yashada and should strictly follow the schedule. The Agency shall submit 1 copy of service report to Estate Department after service and 1 copy of service report along with bill.

## **7.3. PAYMENT:**

- 1) Yashada shall have right to forfeit the due amount payable to Agency or the part thereof in case of breach of contract by the agency. Yashada, in such cases of breach of contract reserves right to blacklist the agency.
- 2) All payments shall be made in Indian currency. The payment will be released on Quarterly basis after ascertaining that the service is rendered satisfactorily. The preventive and corrective maintenance service report has to be submitted with bill. The reports of periodic maintenance and breakdown maintenance shall be signed by the user of that AC/Cooling equipment's or his representative at location shown in Schedule-B. After certifying the same, by random checking Engineer- In- Charge or his Subordinates, HoD Estate shall process the bill for payment. No payment shall be made in advance.
- 3) Wherever applicable, the Agency is responsible for and shall regularly make payment of contribution to the Provident Fund (including employers & employees contribution), Employees State Insurance Corporation, Deposit Linked Insurance Scheme and all other statutory dues that may become due or payable by the Agency for the manpower deployed by them for the service provided to Yashada.
- 4) The Agency shall submit satisfactory completion report along with quarterly bills, viz bills shall be submitted every three months for three months period. The payment against the work shall be paid within 30 working days provided bills being in order, by Yashada. Payment of running bill to contractor should be made only after satisfactory completion

report of various areas shown in Schedule-B. Unsatisfactory work shall be redone by agency as per instructions given by the Engineer in charge / HoD. Continuous unsatisfactory work shall be considered as breach of contract.

5) Agency should submit list of all staff along with bio-data and photographs, bank account details in the following format to Yashada.

Name	] Xerox copy of all documents
Company Name	] Identity card of employees
Age	] Agency photo
Nearest police station/chowki's name	]
Adhar card number	]
Bank Account Details	]

6) Yashada reserves right to reject any or all Quotations without giving any reasons.

7) For payment purpose, increase/decrease in machines shall be calculated on prorate basis, and accordingly addition/reduction in claim shall be paid regarding work done related on tonnage / C.F.M. as per Schedule-B.

**7.4 RISK PURCHASE:** If Agency fails to complete the work within time limit, uncompleted/ balance work shall be carried out by third party at risk and cost of Agency, with penalty charges as mentioned below with prior notice by Yashada. Such amount shall be debited from the Agency's bill / due amount.

#### **7.5 Service Level Agreement (SLA) & PENALTY**

(1) In case agency fails or neglect to put equipment / machinery in proper working conditions and order within the stipulated period of 24 hours or period decided by Engineer In charge/HoD Estate (on case basis), Agency shall be liable to penalty at the following rates per day.

(a) Rs. 500/- per AC per day.

(2) In case of breach of contract, Yashada reserves the right to terminate the contract after forfeiting the security deposit and getting the balance contract executed from other agency at the risk and the cost of the agency terminated and Yashada may take action of blacklisting the agency for future Quotations/Quotations.

(3) Yashada reserves the right to refer any work related queries to competent outside agencies to resolve the query, arising out of CMC. Findings /resolutions will be binding to the Agency.

(4) Maximum acceptable non-working of machinery / equipment of AC working will be 48 (Twenty Four) hours for any equipment / machinery. However if this limit is crossed the Agency will be liable for penalty as per clause No.7.5.(1). Provided in case of some practical Situation Engineer In charge or competent authority may take decision about remission of penalty on documentary evidence.

(5) The responsibility of maintaining machineries efficiently & uninterrupted is that of the Agency and amount of penalty, in case of default, will be recovered from the bill per no. per

day basis. If the device is not maintained at any time in three months or the device is in closed condition then the payment will not be made due to non-servicing.

## **7.6 LEGAL INSTRUCTIONS**

(a) Any error in description or in quantity or omission of the item in the Schedule-B shall not vitiate this contract.

(b) Agency shall be liable for any accident, loss, death, injury to persons at Yashada or any place for damages of any kind to life or property in the course of this work. The Agency shall indemnify Yashada against any claims related to the above.

(c) The Agency shall not sublet the work.

(d) Agency must submit the documents related to Agency's office address, telephone number, mobile number and FAX number in respect of which the documents related to bank have been submitted in writing to YASHADA. If it is to be changed, it will be mandatory for the Agency to provide prior intimation to YASHADA.

(e) During the course of work under this contract, the Agency shall ensure that no Damages to YASHADA's property and personnel occurs. If any such damage occurs of this work, the Agency shall be liable to make good the same to Yashada and the affected persons. In case of default, the recovery of such damages will be made from agency's bills. The Agency shall indemnify Yashada from any claim arising due to any such incident caused by the agency.

(f) The employees deployed by the agency at the Yashada shall be its own employees under their exclusive management, supervision and control and Yashada shall in no way be responsible or liable for their wages.

## **(g) INDEMNITY**

The agency shall at all times keep Yashada effectually indemnified against all actions, suits, proceedings, losses, costs, damages, charges, claims and demands in any way arising out of or by reason of anything done or omitted to be done by the Agency and against all costs and expenditure incurred by YASHADA in that respect. The Agency shall also keep YASHADA indemnified against all claims for compensation under the provision of any law for the time being in force / brought in to force by or in respect of any Employee deployed by the Agency in carrying out the obligations under the contract and against all costs and expenditure incurred by YASHADA in connection there with. YASHADA shall be entitled to deduct any amount due from all money payable to the agency by way of compensation as aforesaid or of any other nature and costs and expenses in connection with any claim thereto. For this purpose an Indemnity Bond will have to be executed by the Agency, before commencement of service.

## **7.7 INSTRUCTIONS FOR CONTRACT EXECUTION**

(a) The Agency shall take instructions from the HoD Estate/ Engineer In charge or his Subordinate regarding maintenance & repairs works under this contract and complete the work within the time specified. The Agency shall ensure proper co-ordination with the Estate department of Yashada.

(b) The material storage space, supply of water and use of electric energy required for work shall be made available by Yashada. All the materials used in the works under the contract shall be genuine, original, new and of the make as of the equipment / machinery. The workmanship and material shall be as per specifications and as prescribed in relevant latest edition of B.I.S. code and to the entire satisfaction of the HoD Estate/ Engineer In charge. Safe storage of the Agency's material in Yashada campus will be his sole responsibility.

(c) The Agency shall be responsible for removing the debris arising out of the works under this contract and shall ensure that the site is cleared of all such debris by proper disposal and shall also be responsible to clear if any leakages appears due to A.C. water piping without any extra payment, whatsoever.

(d) The Agency shall return the stock of all reusable material to Yashada or else the cost thereof shall be recovered from the Agency's bill after mutual decision on cost.

(e) If any Compressor gets faulty, new compressor will be installed on replacement basis as per its make or as per market availability duly approved by Engineer In charge matching the same unit.

## **7.8 SAFETY MEASURE**

a) The Agency shall take all necessary precaution for the safety of the workers and preserving their health while working in such job as require special protection and precautions. The Agency shall also comply with the direction issued by the HoD Estate/ Engineer In charge in this behalf from time to time.

(b) It is responsibility of Agency the workmen employed by agency should available and attend the problem within 24 hours after informed by any means. At all times during maintenance, he should wear appropriate safety equipment during work. Every incidence of noncompliance with such instructions will be penalized.

7.9 Agency is required to keep strict vigilance on Indoor/outdoor units, if any tampering to any Indoor/outdoor units is noticed same shall be immediately reported to Engineer In Charge. The agency itself to decide the monitoring schedule for tampering related to Indoor/outdoor unit depending on their experience.

7.10 The License or permits for the material etc. required for this Contract shall be obtained by the Agency directly from the authority concerned at his own cost.

7.11 Agency will also keep the record of equipment /machinery, failure / complaint report time & date and of compliance of the complaint. These records /service reports will be monitored & certified by Yashada for maintaining quality and efficiency of services. At the end of every quarter or as and when directed to do so the Agency shall produce this record to Engineer In charge or competent authority.

7.12 Agency also to check randomly whether AC remotes are properly operated by the users/representatives. Close AC monitoring/ random checking to be done at regular interval as required.

7.13 The Name of Ac Technician along with their bio-data, photographs, and proof of residence should be submitted to the Engineer In Charge / HoD estate (before such persons are deployed at Yashada, changes should be informed forthwith when they take place.

7.14 All the workmen deployed by the agency at the Yashada shall abide by the disciplinary procedures, rules and regulations laid down by the Yashada from time to time.

7.15 All persons deployed by the agency shall at all times be medically fit. The employees deployed by the agency should always wear prescribed uniforms while on duty.

7.16 The agency should co-operate with all other agencies working in the campus. It would also ensure that its activities do not disturb officials, participants and campus residents of YASHADA.

7.17 (A) Agency also to check randomly whether machines are properly operated by the users/representatives. Close machines monitoring/ random checking to be done at regular interval as required.

(B) Agency must submit advance program. Agency shall take proper care for performing machines Maintenance in all areas shown in Schedule-B.

(C) Agency must collect signature on certificate of execution of work from users/ housekeeping supervisors who are occupying/ in charge of areas mentioned in Schedule-B, in prescribed format.

**7.18. Agreement** – The successful bidder must execute Agreement on Stamp paper. The necessary stamp duty charges shall be borne by the Agency whose Quotation is accepted as per Govt. of Maharashtra Circular, नोंदणी महानिरीक्षक व मुद्रांक नियंत्रक, पुणे, महाराष्ट्र राज्य, यांचे अ.शा.पत्र क्र. 005//मु.प्र.क्र.20/17, दिनांक 18/8/2017.

**7.19. Taking over and handing over of maintenance: –**

a) The Agency will carry out detailed inspection of AC equipment's /machineries before quoting the Quotation cost. Agency shall take over an AMC, on its responsibility. Similarly, Agency is also expected to hand- over entire machinery in good working conditions on date of completion of contract.

b) After completion of Agreement and before commencement of work, Agency shall carry out inspection of AC equipment's /machineries within 10 working days and shall submit the report to Competent Authority at YASHADA. No extension of time limit shall be allowed. Agency shall report regarding major works like compressor failure or PCB Card failure in case of inverter ac resulting in replacement of the compressor /PCB by new along with gas charging. The Agency report shall be verified by Competent Authority, YASHADA. The list of such AC equipment/machineries regarding which compressor has to be replaced shall be finalized and submitted to Competent Authority, YASHADA which shall be jointly signed by Agency and Engineer In Charge/HOD Estate. The cost of

replacement of such compressor by new along with gas charging shall have to be done by Agency after YASHADA Approval, as per current schedule of rates of PWD, Electrical, Government of Maharashtra. YASHADA shall approve expenditure of each such work of replacement of such compressor by new along with gas charging and compensate the Agency for the expenditure incurred only for those AC Equipment/machineries jointly agreed by Agency and YASHADA. No other repairing work shall form a part of such list. All other works, shall be included in comprehensive AMC, and Yashada shall not pay any additional amounts for such works.

If Agency fails to provide inspection report as specified above within 3 days of signing of agreement, the AMC shall commence to be operation from the 4<sup>th</sup> day of signing of the agreement. No further remissions shall be allowed to the agency.

**7.20 Complimentary Service without extra charges** – In addition to maintenance service, Agency should provide monthly training to the staff of Yashada, supervisors working in Yashada, housekeeping & conservancy units in respect of operative Instructions like operating ac remote, basic on/off, Temperature control operations in consultation with Engineer In Charge or his subordinates

**7.21 Dispute:**

Any dispute arising out of the terms and conditions of this contract or in the interpretation of any clause herein shall be settled by mutual discussion between the nominated authorities of the Yashada and the authorized representative of the Agency.

**1. Settlement of Disputes**

All disputes or differences of any kind whatsoever that may arise between the YASHADA, and the Agency in connection with or arising out of the contract or subject matter thereof, whether during the progress of contract or after its completion shall be settled as under:

**2. Mutual Settlement**

All such disputes or differences shall in the first place be referred by the Agency to the YASHADA in writing for resolving the same through mutual discussions, negotiations, deliberation etc. associating representatives from both the sides and concerted efforts shall be made for reaching amicable settlement of disputes or differences.

**7.22 Settlement through Court**

It is a term of this contract that the Agency shall not approach any Court of Law for settlement of such disputes or differences unless an attempt has first been made by the parties to settle such disputes or differences through Arbitration.

**7.23 Jurisdiction of Courts**

Jurisdiction of courts for dispute resolution shall be PUNE only.

**7.24 TERMINATION OF AGREEMENT:**

(I) During the period of this agreement, the Yashada shall have the right to terminate this agreement if it is not satisfied with the performance of the Agency by giving 30 days notice in writing.

(II) In case the Agency desires to terminate the contract during the period of the agreement, the Agency will required to give three months prior notice to YASHADA. Agency will not exit the contract upto 6 months from the commencement of contract work.

**7.25 FORCE MAJEURE:-**

Agency shall not be liable for failure to perform its obligations under this contract, if such failures results from circumstances which could not have been reasonably foreseen and which are beyond Agencies reasonable control such as acts of God, acts of Government, war, natural disasters or court order.

**Annexure-1**

(To be scanned and uploaded in technical Envelope)

(Printed on letterhead of firm/ company)

**Self-Declaration regarding not being blacklisted**

I Shri / Smt. ----- Proprietor/Director/Authorised signatory of the Company/ firm/ Agency M/s.-----, hereby declare that we are not black-listed by any Central/State Government/Public Sector Undertaking or any other organisation for Comprehensive Maintenance Contract for Air Conditioners & other Equipment's/Machineries at Yashada (For the year 2026-2027) in India or elsewhere.

We are not involved in any litigation that may have an impact on execution of contract or may compromise the delivery of service as required under this Quotation.

There is no Judicial case is pending in court of law against firm.

**(Signature of Authorized Person)**

Place: \_\_\_\_\_

Name \_\_\_\_\_

Date : \_\_\_\_\_

Designation \_\_\_\_\_

Address: \_\_\_\_\_

Seal \_\_\_\_\_

**Annexure-2**

(To be scanned and uploaded in technical Envelope)

(Printed on letterhead of firm/ company)

**SELF DECLARATION**

**6.1. Declaration as regards acceptance of terms and conditions of contract**

1. I Shri. /Smt. -----Proprietor / Director / authorized signatory of the Company/Firm/Agency M/s -----  
-----am competent to sign this declaration and execute this Quotation document;
2. I have carefully read and understood all the terms and conditions of the Quotation and undertake to abide by them;
3. The information/documents furnished along with the Quotation are true and authentic to the best of my knowledge and belief. I / We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my Quotation at any stage, besides the liabilities towards prosecution under appropriate law.

**(Signature of Authorized Person)**

Place: \_\_\_\_\_  
Name \_\_\_\_\_

Date : \_\_\_\_\_

Designation \_\_\_\_\_

Address: \_\_\_\_\_

Seal \_\_\_\_\_

### Annexure-3

(To be scanned and uploaded in technical Envelope)

#### Personal & Bank Details for RTGS

All columns are mandatory

Sr .No.	Personal Detail	
1.	NAME OF THE COMPETENT PERSON & AGENCY	
2.	ADDRESS OF THE AGENCY	
3.	CONTACT DETAILS	1) LANDLINE NO. : 2) MOBILE NO.: 3) e-mail ID :
5.	PAN NO.	
6.	GST NO. –	
Bank Details –		
1.	NAME OF THE AGENCY FOR RTGS	
2.	NAME OF THE BANK	
3.	CITY OF THE BANK	
4.	ACCOUNT NO	
5.	ACCOUNT TYPE	
6.	BRANCH CODE	
7.	ADDRESS OF THE BRANCH	
8.	IFSC CODE	
9.	MICR NO.	

**(Signature of Authorized Person)**

Place: \_\_\_\_\_

Name \_\_\_\_\_

Date : \_\_\_\_\_

Designation \_\_\_\_\_

Address: \_\_\_\_\_

Seal \_\_\_\_\_

**PRICE BID (SCHEDULE- B)**

<b>Sr. No.</b>	<b>Location</b>	<b>Name of Machine</b>	<b>Capacity</b>	<b>Make</b>	<b>Quantity (No)</b>	<b>Tonnage Rate per year</b>	<b>Amount</b>
1	Administration Building	Non Inverter Split – AC	1.5 Ton	Voltas	2		
		Non Inverter Split – AC	2 Ton	LG	1		
		Inverter Split – AC	1.5 Ton	Carrier	1		
2	PMB	Non Inverter Split – AC	1.5 Ton	Carrier	3		
		Inverter Split – AC	1.5 Ton	Carrier	3		
		<b>Non Inverter Ductable AC (ODU+ IDU)</b>	11 Ton	Carrier	3		
	CIT Server Room	Inverter Split – AC	2 Ton	Carrier	2		
	CDM	Non Inverter Split – AC	1.5 Ton	Voltas	1		
	Library & Clinic	Non Inverter Split – AC	1.5	LG / Voltas	2		
3	DAC Classrooms	Non Inverter Split – AC	1.5 Ton	Carrier /LG	8		
		Inverter Split – AC	1.5 Ton	Carrier	35		
		Non Inverter Split – AC	1 Ton	Carrier	1		
		<b>Non Inverter Ductable AC (ODU+ IDU) CMC</b>	11 Ton	Carrier	1		

		<b>will start from 21/8/2026</b>					
4	Sampada	Non Inverter Split – AC	1.5 Ton	Voltas	1		
5	Sanwad	<b>Non Inverter Ductable AC (ODU &amp; 16000 CFM AHU) CMC will start from 9/02/2026</b>	11 Ton	Carrier	4		
		<b>Non Inverter Ductable AC (ODU &amp; IDU) For MDC 4&amp;5 CMC will start from 8/1/2026 , For MDC 6 CMC will start from 16/9/2026 &amp; For Basement CMC will start from 29/11/2026</b>	11 Ton	LG	6		
		Non Inverter Split - AC	1.5 Ton	Carrier	2		
		Non Inverter Split - AC	2 Ton	LG	2		
		Inverter Split – AC	1.5 Ton	Voltas	6		
6	Lezim Hall	<b>Non Inverter Ductable AC (ODU &amp; 16000 CFM</b>	11Ton	Carrier	4		

		<b>AHU) CMC will start from 16/3/2026</b>					
		Non Inverter Split - AC	1.5 Ton	Voltas	1		
7	Anant Hostel	Non Inverter Split - AC	1.5 Ton	LG/Voltas	5		
		Non Inverter Split - AC	1 Ton	Lloyd	11		
8	Kanan Bunglow	Non Inverter Split - AC	1.5 Ton	LG/Voltas	7		
		Non Inverter Split - AC	2 Ton	Voltas	1		
9	Kohinoor Bunglow	Non Inverter Window - AC	1 Ton	Carrier	1		
10	Old Bunglow	Non Inverter Split - AC	1.5 Ton	Voltas	3		
					<b>117</b>	<b>Total Basic</b>	
						<b>GST@ %</b>	
						<b>Total Amount</b>	

**I agree to execute the above Part-A work as per Schedule – ‘B’ at cost in figures,**

**Rs. ----- Quoted offer cost in words**

**Rupees----- (For One Year Period) Including  
GST**

**The above rates should be including GST and inclusive of all admissible levies, duties & transport. The rates change in GST shall be applicable and paid by Yashada from time to time.**

**Signature & Stamp of the Agency**

**Note:-**

- 1) All the work shall be carried out as per Public Works Department (Electrical) Specification for Electrical Work, Department Handbook and Other Specifications of Division or as directed.
- 2) Rate quoted including clearance of the site (prior to commencement of work and its close) in all respects, carriage of spares, machines inward/outward of Yashada premises.
- 3) For payment purposes, increase/decrease in machines shall be calculated on prorate basis, and accordingly, addition/reduction in claim shall be paid regarding work related to on tonnage as per Schedule-B.