



# भारतीय समुद्रीय विश्वविद्यालय Indian Maritime University

(केन्द्रीय विश्वविद्यालय, भारत सरकार / A Central University, Govt. of India)  
कोलकता परिसर / Kolkata Campus



IMU-KC/Lift/21-22

Date: 03.12.2021

Sub: Quotation for Repairing and subsequent Comprehensive AMC of Lift at Chetla Guest House of IMU - Kolkata Campus

Sealed quotations are invited towards repairing and subsequent AMC of 1 no. Lift at Chetla Guest House of IMU-Kolkata Campus. Specifications of the Lift is as follows:

Sl. No.	Particulars	Specification
1.	No. of Lift	01 no.
2.	Capacity	6 persons 408 K.G.
3.	Manufactured	1988
4.	Travel	G-1-2-3-4
5.	Speed	0.75 Mps.(approx.)
6.	No. of stop/opening	05 stop/05 opening (all on same side)
7.	Machine Room Location	At the top of the Lift Shaft
8.	Travel	14 meter (approx.)
9.	Electrical Light and Fan	Both 01 no.
10.	Power Supply	415 Volt, 3 Phase, 50 Hz.
11.	Motor Details	3.7 Kw (5 HP), 3 Phase, 8.5 AMP, Delta Connection, RPM 940, duty S4, IP 55
12.	Manufacturer	Lift Engineering Services Pvt. Ltd., Calcutta

The repairing work includes the following:

- Motor of the said Lift to be dismantled, overhauled at site and reinstalled to make the Lift operational.
- Brake Coil has to be overhauled at site and reinstalled.
- Proper lighting arrangement has to be provided in the Lift Room.
- Any other related work required to make the Lift operational.

### Terms & Conditions:

- Prospective bidders should visit the Guest House at 73D, Peary Mohan Roy Road, Chetla, Kolkata – 700027 after discussing with Mr. Anindya De (Mobile: 9674601750), Guest House In-Charge, IMU-KC, before submission of quotations.
- The repairing should be undertaken within 7 days from the date of the Work Order and the work should be completed within 21 days of the Work Order.
- The Comprehensive AMC will be started after successful completion of repairing and operation of the Lift after due certification by the competent authority of IMU-KC.

Cntd...2

: 2 :

4. Initially the contract for Comprehensive AMC will be valid for a period of one year, which may be extended for two more years (one year at a time) with the existing rates, terms and conditions depending on satisfactory performance of the firm. The contract is liable to be terminated before the expiry of the due date by giving one month's notice without assigning any reason.
5. Copies of Trade License, GST Certificate, PAN and a list of clients should be attached along with the quotation. Submission of GST number is mandatory.
6. The firm shall undertake monthly servicing and other minor repair works on working days of IMU-KC during the period of AMC. Major work can be taken up on Saturday/Sunday/Holiday.
7. Regular servicing and inspection of the lift should be done on monthly basis during the period of AMC through skilled mechanic. The record should be maintained by the firm and get it signed from the competent authority of IMU-KC. The same should be submitted along with the Bill.
8. Periodical examination of all safety devices should be undertaken by the agency within the AMC period.
9. The firm has to renew the License for the said lift in every year during the contract period within the service charges quoted for AMC. No separate charges will be paid for the same.
10. Payment will be made on quarterly basis on submission of the Bill duly endorsed by the Guest House In-Charge of the IMU-KC. The bill will be paid to the firm within 15 days from the date of submission of the same.
11. Fault has to be attended within 48 hours from the time of lodging the complaint. The firm shall submit written report to IMU-KC for minor and major defects detected, along with estimates for remedial measures. The firm shall carry out the job for such repair after approval of the estimate and subsequent written order placed to them by IMU-KC.
12. Submission of multiple bids by a single firm directly or through related firms will lead to rejection of the bids and IMU-KC may black list such firms from future participation.
13. Payment for the initial repairing work would be transferred through NEFT after successful completion of the work upon submission of your Bill/Invoice duly certified by the competent authority of IMU-KC.
14. The rate quoted should be inclusive of all charges except applicable tax, which has to be mentioned separately.
15. The rates quoted should be valid for two months from the last date of submission of quotation.
16. Last date of submission of quotation is 20.12.2021.

Cntd...3

: 3 :

17. Bidders should submit their quotations in the letterhead of the respective firms, duly stamped and signed, failing which the quotation may be rejected by the competent authority of IMU-KC.
18. Evaluation of the submitted quotations would be done based on the total amount quoted against repairing and the subsequent Comprehensive AMC.
19. The quotation is to be submitted in sealed envelope clearly subscribing "Quotation for Repairing and subsequent Comprehensive AMC of Lift at Chetla Guest House".
20. The envelope should be addressed to the Dy. Registrar, Indian Maritime University, P – 19, Taratala Road, Kolkata — 700 088 and deposited in the Tender Box kept at the Dy. Registrar's office (1<sup>st</sup> floor, Room No. 130) or can be sent by post.
21. The envelopes are to be sealed properly with gum and not by stapler pin.
22. Notwithstanding anything specified in this letter inviting quotation, IMU-KC at its sole discretion, unconditionally and without assigning any reason, reserves the right:
  - (a) To accept or reject lowest bid or any other bid or all the bids.
  - (b) To accept any bid in full or in part.
  - (c) To reject the bid offer not conforming to the tender conditions.

*Anurag* 03/12/21  
O.I.C. – Purchase