



THE INSTITUTE OF CO-OPERATIVE MANAGEMENT FOR AGRICULTURE & RURAL DEVELOPMENT

Training Institute of The WBSCARD Bank Ltd.

Website: www.icmard.org

Block-14/2, C.I.T Scheme-VIII (M), Ultadanga, Kolkata-700067

Ph-033-23565522 (Principal)/23566522 (EPBX) • Email: icmard.kol@gmail.com & icmard.training@gmail.com



Memo No. 2273/2024-2025/727

Dated February 03, 2025

NOTICE INVITING TENDER

Tenders are invited for supply, installation, testing & commissioning of Window Air Conditioning Machines as specified in Annexure - I (Commercial Bid Format) from reputed Companies/Firms/OEM having sufficient experience and other credentials for successful completion of similar nature of assignment, preferably in Banking Sector or other Government / Semi Government Organizations.

1.1 Schedule of activities and events

The details are as under:

Tender Notice No. 2273/2024-2025/727 dated February 03, 2025	
Date of uploading of NIT and Tender Documents etc. (Publishing Date) through Online	03.02.2025
Date for commencement of Downloading the Tender Documents etc. through Online	04.02.2025 from 12.00 PM
Date for commencement of Submission of Bid (i.e. Technical Bid and Financial Bid) through Online	04.02.2025 from 04.00 PM
Date of Closing of Submission / Uploading of Bid (i.e. Technical Bid and Financial Bid) through Online	18.02.2025 up to 4.00 PM
Date and Place for Opening of Technical Bids/Proposals thorough Online with Preliminary Result based on Technical Bid Opening (TBO) Sheet	20.02.2025 at The WBSCARD Bank Ltd., ICMARD Building, 6 th Floor, Block - 14/2, CIT Scheme - VIII (M), Ultadanga, Kolkata - 700067
Date of uploading of Final List of the Technically Qualified Bidders as per TBO Sheet	To be notified later
Date of Opening of Financial Bids based on FBO (i.e. Financial Bids Opening) Sheet	To be notified later
Uploading of CSQR (i.e. Comparative Statement of Quoted Rates) and Uploading of FBE (i.e. Final Bid Evaluation) Sheet	To be notified later
Uploading of Award of Contract - AOC (i.e. Work Order)	To be notified later

The complete Tender Notice may be downloaded from our website under the 'Tender & Advertisements' Section. The link to The WBSCARD Bank Ltd. website is <https://www.wbscardb.com> & <https://www.icmard.org/wbscard-Bank/tender-notice/> & www.wbtenders.gov.in.

Brief Description of Assignment

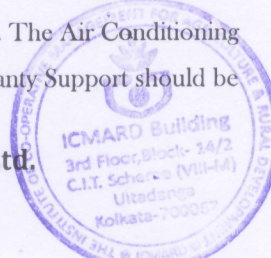
Supply, Installation, Testing & Commissioning of 2 T.R. Inverter Window Air Conditioning Machine at Training Hall No. 305 of ICMARD of The WBSCARD Bank Ltd. located at 3rd Floor, ICMARD Building, Block - 14/2, CIT Scheme - VIII (M), Ultadanga, Kolkata - 700067.

Scope of Work:

The successful Bidder [hereinafter referred to as the Vendor] has to supply, install, test & commission the prescribed specified Air Conditioning Machines, supply & fix the frame for installation of AC Machine as required at Training Hall No. 305 of ICMARD and has to provide on-site Comprehensive SBD (Same Business Day) Warranty support for 1 year from the date of installation. The Air Conditioning Machine & other accessories should conform to the detailed technical specifications mentioned in Annexure-I. Warranty Support should be provided directly by the Original Equipment Manufacturer (OEM).

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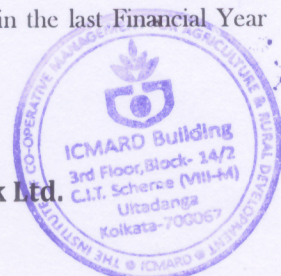
The selected Bidder will provide the first level support services within 2 working hours from the time of call logging by ICMARD in either Telephone or Email to the selected Bidder. If any Spare/ Hardware related issue, the Vendor will be responsible to register the call to the OEM directly on behalf of ICMARD and also for monitoring the said Call. The Vendor will provide the Call Ticket Number to ICMARD and also provide the call escalation matrix of the Organization at the time of Bid submission.

Tender Validity

- The Tender shall be valid for a period of 45 days from the last date of submission of Tenders or any extended date as indicated below;
- In exceptional circumstances, ICMARD may solicit the Bidder's consent for extension of the bid validity period. The request and the responses shall be made in writing. When the validity period is extended by the Bidder, the same is to be done without any modification to the Bid proposal by the Bidder;
- All prices quoted must be firm and valid during bid validity period and extended periods, if any. All prices quoted shall not be affected by any escalation in prices of labour or materials, machineries, equipment etc. or in rupee exchange rate during the bid validity period whatsoever.

Eligibility Criteria for Participation in the Tender

- Bidder should be Profit making Company for consecutive last 3 years.
- The Bidder preferably be a Company/Firm/OEM for last 10 years and also Service Centre with call logging facility at Kolkata. Supporting documents for existence of Service Centre with phone numbers has to be attached.
- The Bidder shall be required to give a declaration in their Letter Head that it has not ever been banned by any Govt. Agency/ Govt. Deptt., Semi-Govt./Quasi-Govt. Deptt./ PSU/ Board/ Council or if similar Organizations had banned the Bidder and later on had lifted the ban, the fact must clearly be stated.
- OEM Declaration for Air Conditioning Machine should be from same OEM make & OEM Logo should be embossed on them (no sticker will be accepted).
- OEM Letter Head authorization certificate with OEM signatory name, sing, stamp, contact number, email address, preferably be submitted with bid.
- OEM Declaration for no refurbished components will use in Air Conditioning Machines.
- Quoted model technical datasheet should be available in OEM website, Product serial no's and warranty information should also be available in public Domain.
- Bidder should preferably have executed at least 1 similar project of Rs. 10 Lakh or more involving supply and installation of the said Air Conditioning Machines at any Govt. Deptt./Quasi-Govt. Deptt./ PSU/ Board/ Council or similar Organization in the last Financial Year [2022-2023 or 2023-2024].





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9. The Bidder should preferably have an Audited Annual Turnover of Rs. 100.00 Lakh or above in the Financial Years [2022-2023 or 2023-2024].

10. The OEM vendor should have positive net worth for the last three years.

11. OEM should preferably have IS 1391(Part 1):2017 Certification.

12. Offline submission of Tender documents will not be accepted, in any circumstances.

Details of Submitted BID:

(A) Bid Format:

1. The Vendor should submit the technical and financial bid separately. All the items mentioned under specification requirement should be quoted in the Financial Bid. ICMARD will not pay any Delivery/ Installation charges separately for supply of the said accessories at location mentioned in Brief Description of Assignment above.

2. The Financial Bid should be inclusive of all taxes, levies, cost of freight, delivery and installation charges etc. ICMARD will not provide any delivery and Installation charges separately for the same.

3. Technical Bid containing the details of eligibility criteria shall have to be submitted separately.

(B) Bid Evaluation Process:

1. Compliance Against Eligibility Criteria

The Tender Committee of The WBSCARD Bank Ltd. will decide whether the Bidder's response satisfies the stated eligibility criteria specified in the Tender Documents. Any shortcomings or deficiencies [including omissions & variations] will be recorded. If any Bid does not satisfy the eligibility criteria, it shall be rejected and cannot be made eligible by correction or amendment. Once the examination of the Technical Bids are completed, the Financial Bids of only those Bidders whose Technical Bids are acceptable will be opened.

2. Examination of Short-listed Financial Bids

i) ICMARD will determine whether the Financial Bids, opened, are complete, i.e. whether the Bidder has included all components as per the Tender Document. If not, ICMARD may reject the Bid as non-responsive.

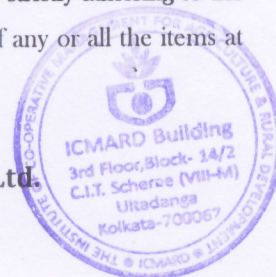
ii) Financial Bids shall be compared for the complete Scope of Work as per the Price Proposal Schedule inclusive of all taxes and duties. The Price Schedule shall also have the indicative price break-up.

3. Other Terms and Conditions of Tender Documents

1. The successful Bidder will supply, install, test & commission the Air Conditioning Machines & other accessories strictly adhering to the preferred brands as mentioned in Annexure I. ICMARD also reserves the right to place order for extra number of any or all the items at the accepted Tender rates if so required;

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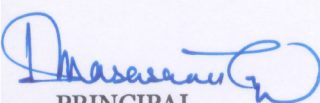
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2. That the vendor will be allowed three (03) weeks time to deliver and install the items at site after official intimation;
3. That the vendor shall pay liquidated damages @ 2% (two per cent) of the total unexecuted contract value per week subject to a maximum of 5% of the unexecuted contract value in case of delay of installation as per the time frame indicated above. However, when the amount of the liquidated damages is equivalent to 10% of the contract value, ICMARD will have the discretion to terminate the contract without any further reference;
4. That the Hardware delivered by vendor to the Purchaser must be covered by a Comprehensive SBD (Same Business Day) Warranty for a minimum period of one (01) years on all items from the date of installation.
5. The bidder may visit the site for better understanding of the Scope of Work on any working day of ICMARD from 12 PM to 4 PM with prior intimation to ICMARD.

Payment Terms:-

1. On successful supply, installation, testing & commissioning of the Air Conditioning Machines, separate Onsite Installation Reports have to be submitted duly certified by the AGM (FM), ICMARD. The bill is to be submitted to ICMARD of The WBSCARDB Ltd. situated at ICMARD Building, 3rd floor, Block - 14/2, CIT Scheme - VIII (M), Ultadanga, Kolkata - 700067
2. Payment will be released from Head office of The WBSCARDB Ltd. on successful supply & onsite installation of the Computers and accessories at the respective offices and on receipt of Onsite Installation Report and on production of bill in duplicate.
3. Statutory deductions at applicable rates will be made from the billed amount as per prevailing rules.


PRINCIPAL

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ANNEXURE - I

Item No.	Description	Quantity	Units	Rate per Unit (Rs.) including all taxes, duties and delivery & installation charges	Total Amount (Rs.) including all taxes, duties and delivery & installation charges
1.	<u>Supply, Installation, Testing & Commissioning of Window Air Conditioning Machine: 1 year onsite warranty</u> Configuration:- Capacity: 2 T.R., BEE Star Rating: 2 Star, Preferred ISEER (Wh/Wh): 2.91, Compressor Type: High EER Twin Rotary, Condenser Type: 100% Copper (Grooved), Power Supply: 220V, 50 Hz, Single Phase, Wide Voltage Range Support, Filter Type: Anti-Dust with Dehumidification, with LCD Remote Control, Refrigerant: R32 or R410a, Cooling Capacity: $\geq$ 5800 Watts. Preferable brand: Voltas, Carrier, Blue Star.	6.000	Nos.		
2.	Supply & installation of Frame of suitable size for installation of AC Machine as required	6.000	Nos.		

Signature of the Authorized Person

