

## **INVITATION FOR QUOTATION FOR AMC 2018-19**

To

Date: 02.03.2018

Dear Sir/Madam,

### **Sub: Invitation of Quotation for Annual Rate Contract for Plumbing Services for period of 01<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019 of at BAIF Warje, Pune-58**

You are invited to submit your most competitive quotation for the above mentioned work.

#### **A GENERAL CONDITIONS:**

1. Sealed Quotation shall be submitted in the office of BAIF DEVELOPMENT RESEARCH FOUNDATION, BAIF Bhavan, Dr. Manibhai Desai Nagar, Warje- Pune 411058, not later than **5-00 p.m. on dated 07.03.2018**
2. Before filling the rates, the Service provider(s) must inspect the site of works and acquaint with all the local conditions and matters pertaining thereto.
3. Quotation shall be signed in with ink. No erasure shall be made in the Quotation. Any necessary correction shall be made by crossing of words / figures, across incorrect portion and writing the correct portion above and shall be initialed by the Service provider(s).
4. The Service provider(s) shall sign all the attached submitted herewith.
5. Proof of technical & commercial documents should be submitted along with quotation by the providing agency.
6. Proforma for quotation shall be in requisite. Proforma will be made available in soft form on BAIF's website [www.baif.org.in](http://www.baif.org.in). The quotation shall be in this Proforma on the letter head of the service provider(s). Rs.100/- shall be paid at the time of submission of the quotation.
7. Maintenance work need to be carried at warje in BAIF campus (Admin main building's all sections, Hostel rooms, Canteen ,Staff Quarters, VAPCOL & offices) ,Kamdhenu building ( S.B.Road) & Pradeep Chamber ( Bhandarkar road).
8. Service provider shall produce the documentary proof of workmen compensation Insurance policy/ESIC for those workers who will be deployed in BAIF's campus.

#### **B BID PRICE**

1. Rates quoted in the Quotation for each item are binding on the Service provider(s) for the AMC period.
2. Rates quoted shall be inclusive of all taxes, as well as transportation, handling and storage of materials and any other charges including any enhanced labour rates etc. which may be enacted from time to time by the State and/or Central Government. BAIF is not concerned with any fall or rise in prices of any materials. Under no circumstances BAIF shall be held responsible for compensation or loss to the Service provider(s) due to any increase in costs.
3. The Service provider(s) shall comply with all requirements of State Govt, Central Govt. Acts regarding labour and personnel employed. BAIF is in no way responsible for any claims or compensations on this account.

4. The Price shall be quoted in Indian Rupees only.
5. Each Service Provider(s) shall submit only one quotation for prescribed work.

**C VALIDITY OF QUOTATION**

Quotation shall remain valid for 30 days from last date of submission.

**D EVALUATION OF QUOTATION**

BAIF will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed ; and

- (a) PAN no is mentioned in quotation
- (b) GST no mentioned in quotation.

The Quotations will be evaluated for all the items together.

**E AWARD OF CONTRACT**

BAIF will award the contract to the service provider(s) whose quotation has been competent. Notwithstanding the above BAIF reserves the right to accept or reject any quotation and to cancel the process and reject all quotations at any time.

The selected service provider(s) will be notified of the award of contract within the validity period of quotation.

F Terms of payment by cheque within 10 days after receipt of bill.

H Service provider will also be responsible for damage physical loss & installations, equipment accessories by accident and loss due to negligence on the part of you or your person/s.

**G Scope of work.**

Replacing tap washers/ taps / valves repairing of taps / valves, Removing chock-up of toilets, removing breakages of taps/ pipelines etc. Minor replacing & maintenance work in plumbing maintenance at BAIF & campus. Service provider must carry essential toolkit for required repairing/ replacement of work Service provider shall restore the area damaged due to negligence to normal on completion of work. Service provider is prohibited no other damaged shall be made any structure.

- (a) Preventive maintenance as & when required, choke up/emergency nature as & when principal agency call.
- (b) Duty time minimum 8 hours & might be more than 8 hours as per site requirement.

**SPECIAL NOTE:-**

- Service provider should submit the list of clients having contact numbers of concern person.
- Both the parties will reserve the rights to terminate the contract by giving notice of **ONE MONTH**

We look forward to receive your quotation.

**For BAIF Development and Research Foundation**

*Sharmila*

**Sharmila Jadhav,**  
**Admin Officer,**

**BAIF Development and Research Foundation**

**Dr. Manibhai Desai Nagar, Warje**

**Pune 411058.**

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