

No.D.13012/01/2010-Ad.III
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralay

North Block, New Delhi.
Dated 9 .02.2010.

To,

Sub: Hiring of Desert Coolers for the summer season, 2010

The Ministry of Home Affairs intends to hire **Desert Coolers of very good quality for the Summer Season, 2010**. The number of coolers required would be around 425 out of which 50 Desert Coolers should be of Plastic Body and 375 desert coolers of normal body. Plastic Body desert coolers (18" size) are to be provided in the corridors. All the plastic body desert coolers should be of same design, size and same colour and so also the normal coolers to be provided in different buildings. The Representative of the firm will have to show samples of plastic body desert coolers for approval before installation of the same. The requirement of desert coolers may vary also. The rooms where the coolers are to be installed would be shown by our representative. The Desert Coolers will also be required to be installed at the residential offices of Ministers in the National Capital Territory of Delhi, as per the requirement. The installation of desert coolers must be completed by 15th April, 2010 and these coolers will have to be provided till 30.09.2010.

The approximate number of desert coolers required in each building of M.H.A. would be as under :-

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|------|-------------------|-----|
| i. | North Block | 180 |
| ii. | Jaisalmer House : | 120 |
| iii. | Lok Nayak Bhawan: | 105 |
| iv. | Other locations | 45 |

The detailed terms & conditions of hiring of desert coolers are given below :-

1. The desert coolers should be fitted with 450 mm/375 mm exhaust fans and electric water pumps with separate tanks with enough capacity to store water for the whole day.
2. All the desert coolers should be in very good working condition and in perfect working order. In case of frequent break down and unsatisfactory maintenance /service the Ministry will have the right to employ a mechanic and the charges incurred together with the cost of material will be recovered from the firm. In case of breakdown of any spare part like motor, fan, pump etc, the same will be repaired/replaced by the firm immediately at its own cost. Any laxity will be viewed seriously.
3. All charges for installation including provision of platform (low/high) and transportation will be borne by the firm.

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4. The desert coolers installed in various buildings will be fitted by the firm at its own cost. Sufficient number of watermen may be provided to fill the water in these coolers. It may be ensured that water remains in the coolers during the whole day. The safe custody of spare parts of desert coolers would be the responsibility of the Contractor.
5. After removal of coolers, the window flaps and glass panes will be put in original position by the firm without asking for any compensation from the Ministry of Home Affairs.
6. Payment will be made in three installments i.e. 30% amount of total charges will be paid after installation of desert coolers by 15.04.2010 in working order to the satisfaction of this Ministry , second installment representing the 30% amount will be payable after July,2010 provided the coolers have worked satisfactorily and the balance 40% amount will be payable after 1st of October, 2010, on satisfactory completion of contract. While submitting the bills for payment for all the three installments necessary certificate regarding satisfactory performance has to be submitted along with each bill.
7. The selected firm will have to deposit security money amounting to Rs.50,000/- (Rupees Fifty thousand only) in the form of Demand Draft or FDR in favour of DDO, Ministry of Home Affairs, New Delhi which is refundable on expiry of the contract and no interest will be paid on security money.
8. The firm will have to depute the requisite number of full time electricians & watermen to attend to the complaints relating to desert coolers and fill the water in the same above mentioned buildings on all working days and on holidays also.
9. In case of failure to supply the required number of desert coolers , the Ministry reserves the right to procure the coolers and install the same from the market at the current rate and the charges will be recovered from the firm.
10. The firms which have three years of experience in the field need only submit their quotation and they will have to give necessary details of similar works undertaken in other Government offices.
11. The tenderers will have to deposit a sum of Rs.25,000/- (Rupees Twenty five thousand only) in the form of a Demand Draft in favour of DDO, Ministry of Home Affairs, New Delhi as earnest money failing which tenders will not be considered.
12. If you desire to provide 425 nos. of very good quality desert coolers/Plastic Body Coolers on hiring basis to this Ministry, you may send the quotations for the same. The quotations should reach the undersigned by 23.02.10 by 3.00 P.M. and the same would be opened at 3.30 P.M. on same date. The representatives of the firms may be present at the time of opening of tender, if they so desire. The quotations received after specified date & time will not be considered.

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13. The firm will have to give an undertaking about the acceptance of terms & conditions of hiring of desert coolers.
14. This Ministry reserves the right to reject any or all the quotations without assigning any reason.

(N.K. Arora)
Under Secretary to the Govt. of India
Tele Ph. 23094956

Copy to :-

SO (IT). MHA. It is requested that this tender may kindly be placed on MHA's Website for wide publicity.

(N.K. Arora)
Under Secretary to the Govt. of India

