



कोलकाता पत्तन न्यास
KOLKATA PORT TRUST
हल्दिया गोदी परिसर
HALDIA DOCK COMPLEX
पशासनिक पश्चाग



No. Ad/007/Tower/Aqua guard/2232

Date:16.06.2015

M/S.

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Dear Sir,

Sealed quotation are invited for Annual Maintenance of Five (5) numbers of Aqua Guard water purifier installed at different location of Administration Division, Haldia Dock Complex.

Terms & Conditions of contract

1. Contract shall be for a period for two years from the date of receipt of the order.
2. Payment shall be made in 4 equal instalments of the total contract value, each after completion of every 6 months maintenance service contract period, within 30 days from submission of clear bills by the contractor, subject to deduction, if any.
3. The maintenance contract of the 5 (Five) Nos. water purifier machines installed at different location of Administration Division, Haldia Dock Complex will include the following :-
 - a) Cheeking, cleaning and servicing of each water purifier machine at least at an interval of 3 months or at a more frequent interval, as pr necessity.
 - b) Free replacement of Candle Filters of each machine, once in a year.
 - c) Free replacement of Carbon Filters of each machine, once in a year.
 - d) Free replacement of UV lamp, PCB, SV, Switch, etc. as and when required, during currency of the maintenance contract.
 - e) Any other requirement to ensure steady flow of purified water upto desired level.
4. Quotations are to be submitted for maintenance contract of all the two types of water purifier machines mentioned above. However, separate quotations are to be submitted for the maintenance contract of each of the two different types of water purifiers, in the enclosed formats. Evaluation will be

done on the total quoted rate of the two different types of water purifiers taken together, on lowest collective/ total rate basis.

5. Service report (preventive or breakdown maintenance) of each machine has to be submitted by the contractor at the office of Sr. Dy Manager (Admn.), Haldia Dock Complex, Jawaher Tower, Annex Building, Haldia Township, Pin-721607 for inspection and certification of necessary payments.
6. Gate pass for the service personnel will be issued free of cost as per necessity.

The sealed quotations should reach the office of Sr. Dy. Manager, Administration within 1 PM of 30.06.2015 and the same will be opened on same day at 3.00 PM where you/your representative may be present.

Thanking you,

Yours sincerely,



(S. MANDAL)

Dy. Manager (Admn.)

For Sr. Dy Manager (Admn.)

QUATATION

Maintenance contract of 05 (Five) Nos. Aquaguard water purifiers installed at different locations of Administration Division Haldia Dock Complex at Haldia for a period of 2 years.

Description	Model	Quantity	Unit rate for 2 years maintenance contract (inclusive of all taxes, duties and transportation at the various locations)	Total quoted rate
Quotation for maintenance contract of 'Aquaguard' water purifier installed at different locations of Administration Division.	(1) ST-2000	2 (Two) Nos.		
(A) Annex Building :- 4 (Four) Nos. & (B) Kukrahati camp office:- 1(One) No.	(2) Classic	3 (Three) Nos.		

I / we understand and agree to abide by the terms and conditions on the above maintenance contract as laid down in the notice vide No.Ad/007/Tower/Aqua Guard/ 2232 Dated 16.06.2015

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Signature of the tenderer with office seal

Date:

Office address of tenderer

Office telephone.....

Mobile No.....