

**Expression of Interest (Eoi)  
For AC Servicing & Repairing Work CIPET Raipur**

**Doc. No. : CIPET/RPR/AC\_EOI/2023-24/04**

**CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING AND TECHNOLOGY,  
(Department of Chemicals & Petrochemicals)  
(Ministry of Chemicals & Fertilizers, Govt. of India)  
Plot No. 48, Industrial Area Bhanpuri, Raipur – 493221, (C.G)  
E-Mail: [cipetraipur@gmail.com](mailto:cipetraipur@gmail.com), [raipur@cipet.gov.in](mailto:raipur@cipet.gov.in), Ph No.0771-6673009/13  
Website: [www.cipet.gov.in](http://www.cipet.gov.in)**





**CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY**  
**Plot No. 48, Industrial Area Bhanpuri, Raipur – 493221, (C.G)**  
**E-Mail: [cipetraipur@gmail.com](mailto:cipetraipur@gmail.com), [raipur@cipet.gov.in](mailto:raipur@cipet.gov.in), Ph No.0771-6673009**  
**Website: [www.cipet.gov.in](http://www.cipet.gov.in)**

*EXPRESSION OF INTEREST (EOI)*

1. Last date & time for issue of EOI documents : 16/08/2023 up to 17.00Hrs
2. Last date & time for submission of filled in EOI documents : 16/08/2023 up to 17.30Hrs

Sealed EOI are invited from the registered Firms/Company/Proprietor for “ AC Servicing and Repairing Work” at CIPET Raipur.

CIPET reserves the right to accept or reject any or all EOI either in whole or in part, without assigning any reason for doing so.

Director & Head

## **General Instructions and Terms & Conditions**

1. Any EOI received after the scheduled time or incomplete in any manner will not be accepted.
2. The bidder (Proprietor/Company/firm) is expected to examine all instructions, terms & Conditions, specifications in the EOI form. Failure to furnish information required in every respect will be the Bidders risk and may result into rejection of the bid.
3. **Amendment of Bidding Documents:**

At any time prior to the submission of the bids, the Purchaser may, for any reason, whether at their own initiate or in response to the clarification requested by the prospective Bidder, may modify the Bidding Documents by amendments.

The amendment will be notified in writing or by telephone to all prospective Bidders who have received the EOI documents.
4. **Signing of Bid**

The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to Contract.
5. **Submission of Bid**

(a) The EOI will be required to submit the EOI in two bid system in two separate envelopes as mentioned below:

Envelope No. 1 super-scribed as “Technical Bid” should contain an Introductory letter of contractor along with copies of documents as evidences. The Proprietors/firms/Company has to fill up Annexure “A” with his signature along with all supporting documents. Envelop No. II super/scribed as EOI for Financial Bid and should contain the EOI form duly signed in each page by contractor/authorized signatory along with price bid. The Firm/Company/Proprietor have to fill up Annexure “B”.

Both Envelope I & II should be placed in large envelope which should be super-scribed As “**EOI for AC Servicing and Repairing Work at CIPET Raipur**” and addressed to Director & Head, CIPET, Industrial Area, Raipur 493221.
6. If the envelope is not sealed and marked, the Purchaser will assume no responsibility for the bid’s misplacement or premature opening.
7. **Deadline for submission of Bids**

Bids must be received by the Purchaser at the address specified under commercial bid not later than 17.30 Hrs on 16/08/2023.
8. The Purchaser may, at its discretion, extend this deadline for the submission of bids by amending the Bidding Documents in accordance with clause 3, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
9. **Contacting the Purchaser**

No bidder shall contact the purchaser on any matter relating to its bids, from the time of bid opening to the time the contract is awarded.
10. **Evaluation of Bid**
  - (i) The large envelope (containing separate envelope I & II) will be opened first. Thereafter the envelope I i.e. Technical Bid will be opened.
  - (ii) Those tenderers who have not enclosed Technical Bid documents & not submitted. In such cases their Envelope II which contains the financial bid will not be considered.
  - (iii) The bidders will be pre-qualified in technical bid, who fulfills the criteria in Technical Bid form.

(iv) The envelope II i.e. Financial Bid will be opened for those parties who submitted Technical Bid.

(v) If the price quoted by two or more firms/Company/Proprietor are same then the bid will be finalized on the basis of the past experience will be final & binding on all the bidders.

**11.** The work should be strictly adhered failing which CIPET reserves the right to cancel the order without assigning any reasons whatsoever.

**12. Payment**

100% of the Contract Price for successful & satisfactory completion of work shall be paid within 15 days of submission of invoice.

**13.** CIPET reserves the right to reject any or all EOI in full or part thereof without assigning any reason.

**14.** The Director & Head, CIPET is the final authority and his decision will be final and binding on the supplier for any disputes.

**15.** All legal disputes will have the jurisdiction of Raipur City only.

**16.** Before quoting amount in Financial Bid, bidder can visit CIPET Raipur premises to examine the Duct & Split AC. If they found more problems in AC other than mentioned in Annexure B, they can quote accordingly.

**SCOPE OF WORK**

1. All servicing and Maintenance shall be done in the presence of CIPET Raipur officials

2. Before replacing any item, confirmation has to be taken from CIPET Raipur officials.

CIPET- Raipur

**TECHNICAL BID**

**EOI No: CIPET/RPR/ AC EOI/2023-24/04**

**DESCRIPTION: Expression of Interest for AC Servicing & Repairing Work at CIPET Raipur**

<b>Sr No</b>	<b>PARTICULARS</b>	
1.	Name of the authorized /Firm/Co./Proprietor	
2.	Postal address	
3.	Mobile No	
4.	Name of Contact person	
5.	E-Mail ID	
6.	Pan(copy enclosed)	
7.	GST Registration No. (copy enclosed)	
8.	Similar Experience in Last two F.Y(Experience Certificate copy enclosed)	
9.	Any Other details(MSME/NSIC)(If any)	

Place:

Signature of Proprietor/Partner/Director

Date:

Office Seal

**FINANCIAL / PRICE BID**

To,  
 The Director & Head  
 CIPET Raipur  
 Plot 48, Industrial Area  
 Bhapuri,  
 Raipur(CG)-493221

Sub:- Financial Bid for AC Servicing & Repairing Work at CIPET, Raipur -reg.  
 Sir,

This offer is with reference to advertisement released in the press. The Charges for AC Servicing & Repairing Work CIPET Raipur is as under.

DESCRIPTION	Rate per Unit(in Rs)
<b>Duct Ac(8.5 TR &amp; 5.5TR)</b>	
<b>Servicing</b>	
<b>Gas charging(R410)</b>	
<b>Nitrogen Test</b>	
<b>Phase changer</b>	
<b>Fan Capacitor</b>	
<b>Contractor(Three phase)</b>	
<b>Indoor PCB</b>	
<b>Split AC(1.5 Ton)</b>	
<b>Servicing</b>	
<b>Gas Charge(R-22)</b>	
<b>Capacitor</b>	
<b>Contractor</b>	
<b>Nitrogen test</b>	
<b>Sensor(Room &amp; Coil)</b>	
<b>PCB Repairing</b>	
<b>Wiring</b>	
<b>Indoor Motor</b>	
<b>Condenser Coil</b>	
<b>Swing Motor</b>	
<b>Installation &amp; Uninstallation charges</b>	

Above quoted rate exclusive of GST

Date:

Signature & Stamp