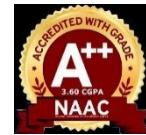




केन्द्रीय संस्कृत विश्वविद्यालय  
जयपुर परिसर



के.सं.वि.ज./स्टोर/विज्ञापन/02/25-26/

दिनांक: 15.01.2026

### निविदा सूचना

केन्द्रीय संस्कृत विश्वविद्यालय, जयपुर परिसर द्वारा पंजीकृत एवं प्रतिष्ठित फर्मों से निम्नानुसार ऑफलाइन निविदाएँ आमंत्रित की जाती है :-

S.No.	Name of work	Earnest Money
	Annual Maintenance Contract for 2 X 60 KVA UPS (Numeric Make) Compact UPS & 2 X 630 KVA capacity of 11/433 KV Electricals Sub Station equipments comprising HT/LT Panels	Rs. 6600.00
2.	Annual Maintenance Contract for Automatic Addressable intelligent fire detection and Alarm system & lower side of HVAC air conditioning plant (2 X 120 TR Capacity)	Rs. 12260.00

अधिक जानकारी के लिए परिसर वेबसाइट [www.csu-jaipur.edu.in](http://www.csu-jaipur.edu.in) का अवलोकन करें।

निदेशक

Tender No. CSUJ/Admn/Store/2025-26  
**CENTRAL SANSKRIT UNIVERSITY**  
(Under Ministry of Education, Govt. of India)

Jaipur Campus,  
Trivani Nagar Gopalpura bye Pass Jaipur  
(Raj.) 302018

## **TENDER DOCUMENT FOR**

**Annual Maintenance Contract for 2 X 60 KVA UPS  
(Numeric Make) Compact UPS & 2 X 630 KVA capacity of 11/433  
KV Electricals Sub Station equipments comprising HT/LT  
Panels For Multipurpose building cum Auditorium &  
Educational Building at Central Sanskrit University, Jaipur  
Campus**

**CENTRAL SANSKRIT UNIVERSITY**  
**Jaipur Campus,**  
**Trivani Nagar Gopalpura bye Pass Jaipur (Raj.)-302018**

**Tender No. CSUJ/Admn/Store/2025-26**

**Date:**

**To,**

All Interested & Eligible Bidders.

**Sub: Annual Maintenance Contract for 2 X 60 KVA UPS (Numeric Make) Compact UPS & 2 X 630 KVA capacity of 11/433 KV Electricals Sub Station equipments comprising HT/LT Panels For Multipurpose building cum Auditorium& Educational Building at Central Sanskrit University, Jaipur Campus.**

Sir,

Sealed bids are invited in two bid system (Technical Bid & Financial Bid) from the interested and eligible firms for the subject mentioned work at **Multipurpose building cum Auditorium at Central Sanskrit university, Jaipur Campus & Educational building of Central Sanskrit University, Jaipur Campus** initially for a period of one year and extendable on yearly basis for a maximum period of three years from the date of commencement of initial contract, depending upon the performance of the firm and compliance of terms & conditions stipulated in the tender document by the firm and mutually agreed upon, as per the attached Annexure-A to this document.

2. In case your firm is interested in the above said work, you are requested to quote your technical specifications & lowest prices in the prescribed format as given in the **Schedule I & Schedule II** respectively, in a sealed cover. The sealed cover containing the technical and financial bids should be provided in a separate sealed covers mentioning Technical and Financial Bids and both these sealed covers are to be put in a bigger cover, which should be super scribed "**Annual Maintenance Contract for 2 X 60 KVA UPS (Numeric Make) Compact UPS & 2 X 630 KVA capacity of 11/433 KV Electricals Sub Station equipments comprising HT/LT Panels For Multipurpose building cum Auditorium& Educational Building at Central Sanskrit University, Jaipur Campus**". And should be dropped in the Tender Box located at Reception Office of Central Sanskrit University, Jaipur Campus, **latest by 05:30 p.m. on or before the 23.01.2026**. Sealed bids received within the closing time limit will be opened on **27.01.2026** at **11:00 a.m.** at Director Office, Central Sanskrit University, Jaipur in the presence of such bidders who wish to be present. Selection of Firm (L1) will be based on the recommendations of the Tender Opening/ Evaluation Committee of CSU, Jaipur. The University reserves the right to accept or reject any quotation/ estimates without assigning any reason thereof.

3. Detailed information/terms and conditions for the purpose can either be obtained from Director Office, Central Sanskrit University, Jaipur Campus, or may be downloaded from the official website of this University i.e., [https://sanskrit.nic.in/tenders\\_notifications. php](https://sanskrit.nic.in/tenders_notifications. php) and CPP Portal.

4. Interested firms full filling the requirements prescribed in this tender document are requested to quote their competitive lowest prices as per the requirements given in the attached schedules.

**Yours faithfully,**

**[Prof. Ramakant Pandey]  
Director, Jaipur Campus**

**Copy to:**

1. Technical Assistant to upload the complete tender document on Campus website.
2. Local News paper.

## Important Instructions, General Instructions and Terms &amp; Conditions

S. No.	Description	Contents
01	Purchaser	Director , Central Sanskrit University, Jaipur Campus
02	Bid system	This tender will be processed in two bid system
03	Firm and fixed rates	Prices should be quoted on firm & fixed price basis. The prices/rates quoted should be indicated in words as well as in figures and in INR only. Request for enhancement of contracted rates shall not be considered under any circumstances. Tenders with variable prices or seeking provision for enhancement of prices/contracted rates during the currency of the contract shall be rejected straight away without any consideration.
04	Terms & conditions	Terms & Conditions as set out in this Tender Document shall have to be complied with by the bidding firm. Offers not complying with such terms & conditions shall be ignored/rejected as per the decision of this University. The bidders who desire to participate are required to give prescribed information as per <b>Schedule-I</b> .
05	Earnest Money Deposit(EMD)	Bidders who wish to participate in the Tendering Process are required to submit an EMD amounting to <b>Rs.6,600/- (Rupees Six Thousand Six Hundred only)</b> , in the form of Insurance Surety Bonds/ Account Payee Demand Draft/ Fixed Deposit Receipt/Banker's Cheque or Bank Guarantee (including e- Bank Guarantee) from any of the Commercial Banks in favour of <b>Director, Central Sanskrit University, Jaipur Campus</b> . EMD submitted in any form other than the specified form will not be accepted by the University. <b>MSMEs firms are exempted for the submission of EMD subject to submission of valid self-attested UDYAM certificate. Bidders claiming exemption of EMD under the Rule 170 of GFR, are however required to submit a signed Bid securing declaration</b> (in the prescribed format at <b>Annexure-C</b> ) accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the tender document, they will be suspended for the period of 01-year from being eligible to submit Bids for tenders with Central Sanskrit University, Jaipur Campus.
06	Eligibility condition for participation in the Tendering Process	The firm should be located within a radius of 30-km of Office of Central Sanskrit University, Jaipur Campus, Trivani Nagar Gopalpura by Pass Jaipur Raj. 302018) The firm should have 03 years of experience in the business of repair, service, at Sub Station & UPS System, out of which at-least one complete AMC should have undertaken in Central/ State Government Organization/ PSU/Autonomous Bodies/University/Multi-National Companies etc., in Jaipur (Rajasthan), supported with documentary evidence viz. work order/ GeM order etc.

Signature of the bidder with stamp

S. No.	Description	Contents
07	Performance Security	<p>Successful bidder awarded the work order for carrying out the jobs on the basis of this Tender Enquiry shall be required to furnish a Performance Security of the amount equivalent to <b>Rs. 16,500/- (Rupees Sixteen Thousand Five Hundred only)</b>.</p> <p>Performance Security should be in the form of Insurance Surety Bonds/ Account Payee Demand Draft/ Fixed Deposit Receipt / Bank Guarantee (including e-Bank Guarantee) from a Commercial bank in favour of Director, Central Sanskrit University, Jaipur Campus from any scheduled commercial bank within 7 days of award of the contract, failing of which the contract shall be awarded to the next lowest bidder. Performance Security should be valid for a period of 60 days beyond all contractual obligations period. In case of extension of the contract, the Performance Security is required to be extended accordingly.</p>
08	Prescribed Forms	<p>Tenders received in the format prescribed in this tender document shall only be considered. Offers not received in prescribed format shall be rejected and no correspondence in this regard will be entertained. Telegraphic/Telex/Fax/E-mail/Letterhead Quotations will not be accepted and ignored straightaway.</p> <p>The technical bid (Schedule-I) and the financial bid (Schedule-II) should be sealed by the bidders in separate covers duly super-scribed with Technical Bid &amp; Financial Bid and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed with <b>"Annual Maintenance Contract for 2 X 60 KVA UPS (Numeric Make) Compact UPS &amp; 2 X 630 KVA capacity of 11/433 KV Electricals Sub Station equipments comprising HT/LT Panels For Multipurpose building cum Auditorium&amp; Educational Building at Central Sanskrit University, Jaipur Campus."</b></p>
09	Late/delayed tenders	Tenders received late/delayed after prescribed closing time due to any reason what so ever will not be accepted under any circumstances.
10	Duties & Taxes	Bidders are requested to enclose copy of their valid GST registration Certificate and PAN Details.
11	Inspecting Officer	Authorized representative of Central Sanskrit University ,Jaipur Campus
12	Time & date of receipt and opening of bids	<p>Date of Start of Tender : 15.01.2026  Last Date of Submission of Tender: 23.01.2026, 05:30 p.m.  Date of Opening of Technical Bid:- 27.01.2026, 11:00 a.m.  Date of Opening of Financial Bid:- 29.01.2026, 11:30 a.m.</p> <p>Bidders may note that if the date of tender opening given in this Tender Document is declared a closed holiday by the Central Government, the tender shall be opened on the next working day at the same timing.</p>
13	Purchaser's right	The University reserves the right to reject any tender/all tenders in full or part there of without assigning any reasons.
14	Purchaser's Address	The bids should be addressed to The Director, Central Sanskrit University, Jaipur Campus, and dropped in the Tender Box kept near Admin Room at the entrance <b>on or before 23.01.2026,05:30 p.m.</b> In case the sealed envelope is larger than the mouth of the Tender Box, and cannot be dropped in the Tender Box, the same may be submitted by hand to the Office of the Registrar, Central Sanskrit University, New Delhi before expiry of the closing time.

Signature of the bidder with stamp

S. No.	Description	Contents
15	Work Site	Central Sanskrit University, Jaipur Campus, Triveni Nagar, Gopalpura Bypass, Jaipur (Rajasthan) - 302018
16	Rates	<p>a) Rate should be quoted inclusive of freight (free delivery to the consignee's premises) per unit basis in the enclosed Performa attached with the tender document.</p> <p>b) All statutory taxes &amp; duties (GST etc.) will be <b>exclusive</b> and as per rates notified by GOI from time to time.</p> <p>c) During the entire period of the contract, no request for any increase in quoted rates shall be entertained.</p>
17	Dispatch instructions	AMC work shall be carried out at <b>Central Sanskrit University, Jaipur Campus, Triveni Nagar, Gopalpura Bypass, Jaipur (Rajasthan) - 302018</b> . The replacement of components shall be as per manufacturer's instructions and as per the decision of the University. For taking away any parts out of premises of University, proper markings & signatures of appropriate authority of the University should be obtained in indelible ink.
18	Penalty Charges	If the service providing agency fails to complete the work on or before the stipulated date, then a penalty at the rate of Rs. 500 per day of each complaint will be imposed.
19	Contract Period	Initially for a period of one year from <b>date of award of contract</b> and extendable on yearly basis for a maximum period of <b>three years</b> from the date of commencement of initial contract, depending upon the performance of the firm and compliance of the terms & conditions prescribed in the Tender Document and the Agreement between Central Sanskrit University, Jaipur Campus and the successful bidder.
20	Scope of Work for UPS	<p>Maintenance for 2 Nos 60 KVA UPS System (as per list at <b>Annexure-B</b>) owned by the Campus installed at various Multipurpose building of Central Sanskrit University, Jaipur Campus. All the complaints received shall be attended to by the firm in following manner: -</p> <p><b>Monthly Service:</b></p> <ul style="list-style-type: none"> <li>Scheduled preventive maintenance is crucial for optimal operation and should be performed by qualified technicians.</li> <li>System Inspection: A thorough visual inspection of the entire UPS system, including the cabinet, components, and surrounding environment, to check for dust, corrosion, or signs of overheating.</li> </ul> <p>➤ Electrical Checks:</p> <ul style="list-style-type: none"> <li>Verifying all input/output voltages, current, and frequency parameters are within manufacturer specifications.</li> <li>Taking individual cell/block voltage and temperature readings.</li> <li>Checking battery connections for corrosion or leaks and ensuring proper torque.</li> <li>Performing a battery capacity/load test (discharge test) at least annually to determine overall health and expected life.</li> </ul> <p>➤ Functional Testing :</p> <ul style="list-style-type: none"> <li>Testing the functionality of the rectifier, inverter, and boost charger circuits.</li> <li>Verifying all cooling fans spin freely and are operational.</li> <li>Checking and calibrating all meter parameters, settings, and logic.</li> </ul>

	<ul style="list-style-type: none"> <li>• Reviewing system event logs and updating firmware if necessary.</li> <li>• Documentation: Submitting detailed service reports and checklists after each visit, including all test results and recommendations.</li> </ul> <p><b>(i) <u>Quarterly Service:</u></b></p> <ul style="list-style-type: none"> <li>• Cleaning: Thorough cleaning and vacuuming of internal components, enclosures, and air filters to ensure proper ventilation and prevent heat build-up.</li> <li>➢ Electrical Checks: <ul style="list-style-type: none"> <li>• Checking and torquing all electrical and bolted connections to prevent loose wiring and hot spots.</li> <li>• Testing all safety features, alarms, and transfer switches (e.g., automatic to bypass and back).</li> <li>• Battery Maintenance: Battery failures are a primary cause of UPS malfunctions, so this is critical</li> <li>• Monitoring the battery monitoring system (BMS) logs if applicable (especially for LiB systems).</li> </ul> </li> <li>• This covers unexpected failures and ensures minimal downtime.</li> </ul> <p>Response Time: Attending to breakdown calls within a specified timeframe (e.g., 24 hours is common).</p> <ul style="list-style-type: none"> <li>• Fault Tracing and Repair: Diagnosing issues and carrying out necessary repairs to restore the system to full operation.</li> <li>• Parts Replacement: Repairing or replacing defective components such as PCBs, IGBTs, capacitors, relays, connectors, display panels, and fans.</li> <li>• Load Testing: Conducting load testing after any major repair to ensure performance and reliability.</li> <li>• 24/7 Availability: Ensuring the system remains operational 24x7, which may require engineers to work extended hours or on holidays in case of emergencies.</li> </ul> <p><b><u>Other Associated Works:-</u></b></p> <ul style="list-style-type: none"> <li>➢ Connection of UPS where ever necessary places and other room related works.</li> </ul>
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Signature of the bidder with stamp

S. No.	Description	Contents
21	<p><b><u>Scope of Work for Sub-Station</u></b></p> <p>Maintenance for 2X 630 KVA Capacity of 11/433 KV Electricals Sub Station Equipments (as per list at Annexure-B) owned by the Campus installed at various Multipurpose building of Central Sanskrit University, Jaipur Campus. All the complaints received shall be attended to by the firm in following manner: -</p> <p class="list-item-l1">a) Critical faults immediately (within three hours)</p> <p class="list-item-l1">b) Minor faults within 24 hours by replacement method, with the available spares, if instructed by the University.</p> <p class="list-item-l1">c) If the Electric Accessories are required to be transported to the service workshop for repairs, the same shall be undertaken at the risk and cost of the firm.</p> <p><b>Routine &amp; Daily Tasks (Visual &amp; Readings)</b></p> <ul style="list-style-type: none"> <li>Meter Readings: Record voltage, current, power factor, surge arrestor counts, and battery charger DC voltage.</li> <li>Equipment Checks: Inspect for oil/gas/air leaks, check oil/winding temperatures, silica gel condition, and operation of compressors.</li> <li>Visual Inspections: Look for sparking, hotspots, loose connections, damaged parts, and cleanliness of insulators, busbars, and control panels.</li> </ul> <p><b>Weekly/Monthly Service (Focused Inspections)</b></p> <ul style="list-style-type: none"> <li>Circuit Breakers (VCB): Clean interiors, check interlocks, trip circuits, and lubrication of moving parts.</li> <li>Earth Pits: Water earth pits and check joint continuity.</li> <li>Infrared Scanning: Use IR cameras to detect abnormal hotspots in connections.</li> <li>Panel Components: Inspect fuses, contacts, and wiring terminals; clean panel interiors. Recording readings of the energy meters along with established power factor.</li> <li>Cleaning of the bushing, insulators once in every three months.</li> <li>Cleaning the complete substation.</li> <li>Ensuring the proper functioning of the capacitors Bank installed.</li> <li>Ensuring proper connection/termination of various distribution cables in switchgears, junction boxes, control gears etc.</li> <li>Testing and recording the earth insulation, continuity test, oil test as suggested in Indian Electricity Acts and Rules or as required by local electricity supplying Authority.</li> <li>Preventive maintenance of switch gear installed in the LT panel i/c MCCB/Changeover/Bus bar etc.</li> <li>Scheduled preventive maintenance is crucial for optimal operation and should be performed by qualified technicians.</li> <li>System Inspection: A thorough visual inspection of the entire UPS system, including the cabinet, components, and surrounding environment, to check for dust, corrosion, or signs of overheating.</li> </ul> <p><b>Annual/Periodic Major Maintenance (De-energized Work)</b></p> <ul style="list-style-type: none"> <li>Circuit Breakers: Racking in/out, check operating mechanism, clean current/insulating parts, check contacts, lubricate joints, test operation.</li> <li>Transformers: Clean bushings, check/top up oil, inspect for leaks, check explosion vent/relays, tightness of all terminations (HV/LV).</li> <li>Testing: Insulation Resistance (IR) test, Magnetic Core Balancing, Magnetizing Current, Transformer Ratio Test, Relay Testing (secondary injection).</li> </ul> <p>Other: Check capacitor banks, clean marshalling boxes, inspect space/illumination heaters.</p> <p><b>Transformers:</b></p> <p>GENERAL CHECKS: -</p> <p>1) General checking of transformer &amp; record all parameters.</p>	

		<p>2) Record running WTI/OTI temp. Of transformer &amp; its wire tightness checks.</p> <p>3) Opening of HT/LT box &amp; physical checks for any abnormalities like moisture, rust, heating, oil leakages etc</p> <p>4) Physical checks for earth connection &amp; ensure proper tightening.</p> <p>5) Check &amp; adjust all TRIP/ALARM settings in HT panel relay (if panel is in our scope otherwise take data from client).</p> <p>6) Physical inspection of transformer for any oil leakages &amp; silica gel condition checks.</p> <p>7) Checking load on each phase of distribution system &amp; ensuring that load is within limit &amp; no MCB, switch, cable is over loaded.</p> <p>ONE TIME SERVICE &amp; TESTING SCHEDULE: - GENERAL ROUTINE TESTING OF TRANSFORMER: -</p> <p>1) Insulation resistance test 2) M.B test 3) V/R test 4) Magnetizing current test 5) Oil Dehydration &amp; oil BDV testing before &amp; after dehydration. 6) All Fastener tightness checks for HT/LT bushings &amp; cables. 7) OLTC general servicing &amp; complete overhauling based upon. 8) Number of operations &amp; wear &amp; tear on moving &amp; fixed parts of Tap changer, Mech calibration of TPI, main spring inspection &amp; adjustment drive mechanism cabinet cleaning. (Consumables if Reqd. Will be charged extra as applicable).</p>
22	Validity of tender	Tender shall be kept valid for acceptance by University for a period of not less than 90 days after the tender opening date.
23	Applicable law	The resultant contract shall be interpreted in accordance with the laws of Union of India. Settlement of disputes, if any, emanating from resultant contract shall be subject to jurisdiction in Delhi.
24	Award of contract	<p>a) The bidder shall quote for complete requirement of services and for the full quantity as shown in Schedule-II.</p> <p>b) The bidder shall mandatorily quote for both <b>Part-I &amp; Part-II of the Financial Bid</b> as indicated in Schedule-II, failing which the bid shall not be considered.</p> <p>c) <i><u>The University will award the contract to the bidder whose tender has been determined to be technically qualified and who has offered the lowest total evaluated net bundled price of both Part-I and Part-II of Financial Bid.</u></i></p> <p>d) Not with standing above, the University reserves the right to seek previous work orders, references etc. and to accept or reject any quotations and to cancel the process and reject all tenders at any time prior to award of contract.</p> <p>e) The bidder whose rate is accepted will be notified for the award of contract by the University prior to expiry of the tender validity period. The terms and conditions stipulated in the tender document shall be fully applicable to the resultant contract and taken as an integral part of the contract concluded on the basis of this Tender Enquiry.</p> <p>f) The payment for components/ part not covered under AMC will depend upon the requirement of University and as per actual.</p> <p>g) <i><u>Contract shall be awarded to the firm offering the lowest total evaluated net bundled price of both Part-I and Part-II of Financial Bid and not with the reference to the lowest prices quoted for the sub-items.</u></i></p> <p>h) <i><u>However, if prices for each and every item are not quoted, net bundled price offered by the bidder shall not be considered/ accepted.</u></i></p>

Signature of the bidder with stamp

S. No.	Description	Contents
	Award of contract	In case two or more bidders offered the same lowest total evaluated net bundled price of both Part-I and Part-II of Financial Bid, the firm offering the lowest total net quoted bundled price for Part-I of Financial Bid, will be declared as L1 and the decision of the University for selection shall be final and binding upon all the technically qualified bidder(s).
25	Taxes & duties	<b>Tax Deduction at Source(TDS):-</b> TDS will be deducted from each bill(as applicable) of the contract or under the statutory rules of Union Govt. in respect of Income Tax & other Taxes etc.
26	Submission, acceptance and rejection of tender	<p>a) Complete tender document is available at free of cost on CPP Portal &amp; University's website :<a href="https://www.sanskrit.nic.in">https://www.sanskrit.nic.in</a> under Tender Section and may be downloaded and used for submission of the bid. <b>"The technical bid and the financial bid should be sealed by the bidder in separate covers duly super-scribed with "Technical Bid" and "Financial Bid" and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed as "Annual Maintenance Contract for Automatic Addressable intelligent fire detection and Alarm system &amp; lower side of HVAC air conditioning plant (2X120 TR Capacity) For Multipurpose building cum Auditorium&amp; Educational Building at Central Sanskrit University, Jaipur Campus."</b></p> <p>b) The sealed envelope should be dropped in the tender box kept <b>near the Admin Office Room of Central Sanskrit University, Jaipur Campus</b>, on or before 05:30 p.m. on <b>23.01.2026</b>.</p> <p>c) Tenders which are not complete in all respects are liable to be rejected.</p> <p>d) While submitting the tender for this work, the bidders will be <b>deemed to have read, understood and accepted</b> all the terms and conditions stated in the tender document. Any doubts or clarifications with regard to the interpretation of the Terms &amp; Conditions stipulated in this Tender Enquiry, may be got clarified from University before the last date of tender in office timing as per the schedule mentioned at Sl. No. 13 above. Requests for postponing the tender opening date for the same shall not be accepted by University.</p> <p>e) Bidders will indicate the complete address of their firm/ office along with telephone/mobile numbers.</p>
27	Disputes	Any disputes/ differences arising shall be settled through arbitration. The University and the firm shall first try to resolve the differences/ disputes amicably by mutual consultation. If they fail to resolve the disputes by such mutual consultation within 21days, then, depending upon the position of the case, either the University or the firm shall give a notice to the other party of its intention to commence arbitration as per the relevant Indian Arbitration and Conciliation Act.
28	Inspection Authority Inspecting Officer &	Central Sanskrit University, Jaipur-302018 and Authorized representative of Central Sanskrit University, Jaipur Campus.

Signature of the bidder with stamp

S. No.	Description	Contents
29	Other important terms & conditions	<ul style="list-style-type: none"> <li data-bbox="562 265 1422 377">a) The successful bidder shall not enter into sub contract with any person or transfer the contract or any benefit there under to any person or firm without written approval of the University.</li> <li data-bbox="562 377 1422 579">b) The person signing the tender document on behalf of the bidding firm, shall attach with the tender a proper power of Attorney, duly executed by all the partners, stating that he has the authority to bind such other persons of the firms whatever the case may be in all the matters pertaining to the contract, including the arbitration clause.</li> <li data-bbox="562 579 1422 646">c) Acceptance of the tender by the University shall be communicated to the successful bidder by a formal letter of acceptance of tender.</li> <li data-bbox="562 646 1422 714">d) The interested bidders must inspect all the ACs/conditions of ACs before submitting their tender.</li> <li data-bbox="562 714 1422 781">e) All Air Conditioners are to be maintained properly to ensure desired cooling/heating effect.</li> <li data-bbox="562 781 1422 1006">f) All the units are in working conditions. However, after the start of contract, in case in the opinion of the successful firm, any machine needs to be brought back to proper working order, same shall have to be done by the firm within the rate quoted within 15 days of start of contract period. In case of failure to bring the machine to proper order within stipulated period, damages/penal charges shall be applicable.</li> <li data-bbox="562 1006 1422 1096">g) The firm should maintain a logbook of each &amp; every complaint of air conditioner and obtain satisfactory report from the concerned sectional in-charge where the ac unit is installed.</li> </ul>
30	Termination of contract	<ul style="list-style-type: none"> <li data-bbox="562 1096 1422 1230">i) On expiry of period given in the contract. Further, the contract can be terminated at any time during the currency due to bad/delayed performance established on the part of the firm or any such material complaints.</li> <li data-bbox="562 1230 1422 1388">ii) The contract can be terminated at any time by giving a Notice of one month in advance from either party, without assigning any reason. Any complaints pending on the day of giving notice &amp; also the expiry of the Notice served shall have to be attended to in accordance with the terms &amp; conditions of the contract.</li> <li data-bbox="562 1388 1422 1518">iii) The tender is not transferable. The empaneled firm is not permitted to enter into any sub-contract with any firm. If any such contracts come to the notice of University, the contract will be terminated.</li> </ul>

Signature of the bidder with stamp

**SCHEDULE-I****TECHNICAL BID (mandatory information to be provided by the firms)**

<b>S. No</b>	<b>Description</b>	<b>Information/Details with Page No.</b>
01	Name of the Applicant/Firm	
02	Nationality	
03	Address(attach separate paper for addresses of other offices) Enclose Voter ID/Electricity Bill/Landline Telephone Bill or any other authenticate copy of address proof)	Registered Office (The Office of the firm should be located within a radius of 30-km of Headquarters Office of the University)
04	Telephone Numbers	Landline/Mobile No. E-mail address
05	Other Details (Enclose copies)	PAN Details GST Registration Number
06	Constitution of firm	Individual Sole Proprietorship Concern Partnership Firm Public Ltd. Company
07	Details of Bank account (Enclose copy of front page of pass book & personalized cancelled cheque)	Account No:-Type of account:- Name of Bank:- Name & address of the branch
08	Is any person working with the applicant a near relative of the official of the University? If yes ,give details	
09	(a) Total Number of years of experience in the business of repair/service/maintenance.  (b) whether at-least one work order AMC have been undertaken in Central/State Government Organization/ PSU/ Autonomous Bodies/ University etc., in Jaipur (Rajasthan) along with documentary evidence	Yes ( ) / No ( )
10	Whether the firm is blacklisted by any Govt. Dept./ Office or any criminal case is registered against the firm or its owners/partners anywhere in India	Yes ( ) / No ( )

Signature of the bidder(s) with stamp

S. No	Description	Information/Details with Page No.
11	Details of EMD/ Bid Security, whether submitted (Yes/ No) If firm is exempted from submission of EMD/ Bid Security, whether self-attested UDYAM Certificate is enclosed along with the Bid Securing Undertaking( <b>Annexure-C</b> ), (Yes/ No)	
12	Certificates/Undertakings	<p><b>a.</b> I/we (including all partners) certify that I/we have carefully read the Terms &amp; Conditions mentioned in the tender document and all the terms &amp; conditions of this tender document are acceptable to us and I/we shall abide by them.</p> <p><b>b.</b> I/ we certify that the information given is true to the best of my/ our knowledge. I/ we also understand that if any of the information is found wrong/ false at any stage. I/ we are liable to be banned for doing any business dealings with Central Sanskrit University, Jaipur or blacklisted or subject to any monetary penalties that be deemed fit and appropriate by the University.</p> <p><b>c.</b> I/ we hereby also certify that, I/ we have signed all the pages of the document with my/ our conscious and no body from this University influenced/compelled to do so.</p>

Signature of the bidder(s) with stamp.

**SCHEDULE-II**  
**FINANCIAL BID**

Name of the Firm:

1	2	3	4	5
S.IN o.	Part	Description of job	Quoted net bundled price in Rs. (excluding of GST)	Remarks, if any
2	Part-I	Annual Maintenance Contract for 2 X 60 KVA UPS (Numeric Make) Compact UPS & For Multipurpose building cum Auditorium & Educational Building at Central Sanskrit University, Jaipur Campus.		
1	Part-II	Annual Maintenance Contract 2 X 630 KVA capacity of 11/433 KV Electricals Sub Station equipments comprising HT/LT Panels For Multipurpose building cum Auditorium & Educational Building at Central Sanskrit University, Jaipur Campus.		
Total Evaluated Net Bundled Price (Part-I + Part-II)				

Signature of bidder with stamp & date

Contd...

SCHEDULE-II contd.....

RATES (EXCLUDING OF GST)

Part-I

(A) UPS

<b>S.No.</b>	<b>Particulars</b>	<b>Unit</b>	<b>Unit in Rs.</b>	<b>Quantity</b>	<b>Total Amount in Rs.</b>
1.	UPS System			2 Nos	
		<b>Total Amount in bundle Rs.</b>			

**Note: - Rates should be quoted on per annum basis.**

Signature of bidder with stamp& date

SCHEDULE-II contd.....

**RATES (EXCLUDING OF GST)****Part-II**

(A) 2 X 630 KVA capacity of 11/433 KV Electricals Sub Station

<b>S. No.</b>	<b>Particulars</b>	<b>Unit</b>	<b>Unit in Rs.</b>	<b>Quantity</b>	<b>Total amount in Rs.</b>
1.	630 KVA,11KV/415V Transformer			2 Nos	
2.	11 KV VCB Panel (HT Panel)n with 3 No. VCBs(1 No. Incoming & 2 Nos. outgoing			1 No	
3.	Main LT Panel			1 No	
4.	LT Panel Cum DG Panel			1 No	
5.	Lift DB and Lift Panel			2 Nos	
6.	Ventilation Panel			1 No.	
7.	Auditorium Service panel			1 No.	
8.	UPS Output panel			1 No.	
9.	Street Light Panel ( Outdoor Type)			1 No.	
10.	Power Floor panel			1 No.	
		<b>Total Amount in bundle Rs.</b>			

Note: -Rates should be quoted on per annum basis.

Signature of bidder with stamp&amp; date

## Annexure-B

### Electrical

Multipurpose Building Cum Auditorium for Rashtriya Sanskrit Sansthan at Triveni Nagar, Jaipur (Raj.)

#### Package - II (Sub-Station Equipments)

Sr. No.	Location	UOM	SH:- I (Sub-Station Equipments)												SH : II (HT Cable, LT Cable & Cable Trays)															
			3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
	Basement (Block-A)																													
2	Corridor Area	No																												
	Basement (Block-B)																													
3	Parking Area	No																												
	Basement (Block-C)																													
4	Electrical Room New (HVAC Plant Room-Old)	No			1	1	1		1	1					1	2	1	1	1	1										
5	Electrical Room	No																												
6	Corridor Area	No																												
	Ground Floor (Block-A)																													
7	Corridor Area	No																												
	Ground Floor (Block-C)																													
8	Tap Off Box	No																												
9	Floor Panel Area	No																												
10	Corridor Area-01	No																												
11	Reception Area	No																												
	First Floor (Block-A)																													
12	Corridor Area	No																												
	First Floor (Block-B)																													
13	Auditorium Area	No																												
	First Floor (Block-C)																													
14	Tap Off Box	No																												

**Electrical Inventory**

**- C/o Multipurpose Building Cum Auditorium for Rashtriya Sanskrit Sansthan at Triveni Nagar, Jaipur (Raj.)**

Sr. No.	Location	UOM	Package:- IV (UPS)				Package:- XII (Pump Set)												
			60 KVA UPS-01 (Make:- Numeric)	60 KVA UPS-02 (Make:- Numeric)	8	9	10	11	12	13	14	7.5 HP Bore Well Submersible Pump Set, Working (Make:- Kirloskar)	7.5 HP Bore Well Submersible Pump Set, Standby (Make:- Kirloskar)	7.5 HP Open Well Submersible Pump Set, Working (Make:- Kirloskar)	7.5 HP Open Well Submersible Pump Set, Working (Make:- Kirloskar)	1.5 HP Open Well Submersible Pump Set, Working (Extra Item) (Make:- Kirloskar)	Open Well Pump Panel (Outdoor Type) (Make:- Pristine)	Open Well Starter Pump Panel (Extra Item) (Make:- L & T)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	<b>Basement (Block-B)</b>																		
2	Parking Area	No															1		
	<b>Basement (Block-C)</b>																		
3	Electrical Room New (HVAC Plant Room-Old)	No			1	1													
4	Lift Well-01	No																	
5	Lift Well-02	No																	
	<b>Terrace Floor (Block-A)</b>																		
6	Above the Mumty And Machine Room	No																	
7	West Side Of The Building	No										1	1					1	
8	Diesel Generator ROOM	No																	
9	Under Ground Water Tank	No												1	1			1	
10	Pump Room	No																1	1
11	Near Pump Room	No											1	1	1	1	2	1	2
	<b>TOTAL</b>	No				1	1												

Sr. No.	Location	UOM	SH:- I (Sub-Station Equipments)														SH : II (HT Cable, LT Cable & Cable Trays)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
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78	1079	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1100	1101	1102	1103	1104	1105	1106	1107	1108	1109	1100	1101	1102	1103	1104	1105	1106	1107	1108	1109	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1140	1141	1142</th

**ANNEXURE-C**

**BID SECURITY DECLARATION**  
(Refer Serial No. 5 of Annexure-A)

With reference to the Tender Notice no. ...., dated ..... of Central Sanskrit University, Jaipur Campus, for "Annual Maintenance Contract for Automatic Addressable intelligent fire detection and Alarm system & lower side of HVAC air conditioning plant (2X120 TR Capacity) For Multipurpose building cum Auditorium & Educational Building at Central Sanskrit University, Jaipur Campus."

I/We, the undersigned, declare that:

We understand that, according to the conditions of CSU, Jaipur Campuss, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with your University for the period of time of 01 (one) year, if we are in breach of our obligation(s) under the bid conditions, because we:-

- (a) have withdrawn or modified our Bid during the period of bid validity etc., specified in the Tender Notice; or
- (b) fail or refuse to execute the Contract, if required, or
- (c) fail or refuse to furnish the Performance Security as demanded in the tender document/ notice.

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder.

**Signed:** [insert signature of person whose name and capacity are shown]

**In the capacity of** [legal capacity of person signing the Bid-Securing Declaration]

**In the capacity of** [complete name of person signing the Bid-Securing Declaration]

**Duly authorized to sign the bid for and on behalf of:** [insert complete name of Bidder/ Firm/ Agency]

Dated on \_\_\_\_\_ day of \_\_\_\_\_ [insert date of signing]

**Seal**

**[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid]**

**CENTRAL SANSKRIT UNIVERSITY****JAIPUR CAMPUS****Form Fees: 500/-****Tender Form:****SCHEDULE-I****TECHNICAL BID (mandatory information to be provided by the firms)**

<b>S. No</b>	<b>Description</b>	<b>Information/Details with Page No.</b>
01	Name of the Applicant/Firm	
02	Nationality	
03	Address(attach separate paper for addresses of other offices) Enclose Voter ID/Electricity Bill/Landline Telephone Bill or any other authenticate copy of address proof)	Registered Office (The Office of the firm should be located within a radius of 30-km of Headquarters Office of the University)
04	Telephone Numbers	Landline/Mobile No. E-mail address
05	Other Details (Enclose copies)	PAN Details GST Registration Number
06	Constitution of firm	Individual Sole Proprietorship Concern Partnership Firm Public Ltd. Company
07	Details of Bank account (Enclose copy of front page of pass book & personalized cancelled cheque)	Account No:-Type of account:- Name of Bank:- Name & address of the branch
08	Is any person working with the applicant a near relative of the official of the University? If yes ,give details	
09	(a) Total Number of years of experience in the business of repair/service/maintenance.  (b) whether at-least one work order AMC have been undertaken in Central/ State Government Organization/ PSU/ Autonomous Bodies/ University etc., in Jaipur (Rajasthan) along with documentary evidence	Yes ( ) / No ( )
10	Whether the firm is blacklisted by any Govt. Dept./ Office or any criminal case is registered against the firm or its owners/partners anywhere in India	Yes ( ) / No ( )

**Signature of the bidder(s) with stamp**

S. No	Description	Information/Details with Page No.
11	Details of EMD/ Bid Security, whether submitted (Yes/ No) If firm is exempted from submission of EMD/ Bid Security, whether self-attested UDYAM Certificate is enclosed along with the Bid Securing Undertaking( <b>Annexure-C</b> ), (Yes/ No)	
12	Certificates/Undertakings	<p><b>a.</b> I/we (including all partners) certify that I/we have carefully read the Terms &amp; Conditions mentioned in the tender document and all the terms &amp; conditions of this tender document are acceptable to us and I/we shall abide by them.</p> <p><b>b.</b> I/ we certify that the information given is true to the best of my/ our knowledge. I/ we also understand that if any of the information is found wrong/ false at any stage. I/ we are liable to be banned for doing any business dealings with Central Sanskrit University, Jaipur or blacklisted or subject to any monetary penalties that bedeemed fit and appropriate by the University.</p> <p><b>c.</b> I/ we hereby also certify that, I/ we have signed all the pages of the document with my/ our conscious and no body from this University influenced/compelled to do so.</p>

Director

Signature of the bidder(s) with stamp.