



## **INSTRUCTIONS**

### **1) FOR IIT Ropar**

Rates offered should be on FOR IIT Ropar basis. Comparison will be made on Net price (including everything i.e. installation/freight/taxes etc.)

### **2) Payment**

Within 30 days from the date of successful installation.

### **3) Warranty**

Period of warranty should be clearly mentioned and also the parts covered under it. Warranty will be calculated from the date of successful installation.

### **4) Customs Duty or Excise Duty**

IIT Ropar is exempted from the payment of Customs Duty/Excise Duty. CDEC/EDEC with DSIR certificate will be provided along with the purchase order (If applicable).

### **5) Validity of offer**

The offer submitted should have the validity of atleast 90 days from the date of opening of bids.

### **6) Service Facility**

Supplier should mention about the service set up in India and how capable they are to provide after sales service.

### **7) Installation: The supplier should install the AC within 10 days from the date of delivery at transit campus of IIT Ropar**

### **8) Brochure/Templates**

The suppliers must support the quoted specifications with the help of original printed manuals of the equipments and must highlight the specification details in the original manual

### **9) Liquidated Damages**

In case the firm fails to execute the supply as per the purchase order in whole or in part as per the terms and conditions of PO, IIT Ropar can impose the penalty @1% per week of the undelivered stores, subject to a maximum of 10%. It will also be open to the institute to procure the required item(s) from any other source at the risk and expense of the firm.

**Note: The Director, IIT Ropar reserves the right to accept/reject any or all quotations without assigning any reasons thereof.**

Annexure-A

**Schedule of Quantity**  
**Format for submitting the bids for procurement of air-conditioning unit**

Sl. No.	Description	Qty	Rate(Rs.)	Amount(Rs.)
1	Verticool Tower Air conditioner 2.5 Ton 5 Star			
2	Cost of Iron Outdoor unit stand			
3	Installation charges			
4	Delivery charges			
5	Cost of Extra Copper Pipe (standard brand) per mtr beyond the supplier's limit			
6	Cost of Extra electrical wire (standard brand) per mtr beyond the supplier's standard limit			
7	Cost of PVC drain pipe (standard band) per mtr beyond the suppliers's standard limit			
8	Warranty should be clearly mentioned for Comprehensive AC Unit, for Compressor.			
9	Free servicing			
<b>Important:</b>	The bidders are advised to comply all the points mentioned above. Failing so would lead to disqualification of the bids.			

(Authorized signatory with company seal)