



NATIONAL JUDICIAL ACADEMY

Bhadbhada Road, Suraj Nagar P.O. Bhopal - 462044 (M.P.)

Tel.: EPABX 0755 - 2432500, Fax : 0755 - 2696904

No. NJA/Admn./AMC/ 873-877
March 28, 2023

Sub: - Request for quotation for Annual Maintenance Contract of Split Air conditioners and water cooler cum dispensers installed at the Academy.

The National Judicial Academy is a registered society fully funded by Government of India. The Academy invites commercial offers for Annual Maintenance Contract of Split Air conditioners and water cooler cum dispensers installed at the Academy premises. The details of Split A.C. & Water Cooler cum dispensers are as under:

Product Name	Quantity
Split AC 1.0 & 1.5 T	16 Nos.
Split AC 2.0 T	10 Nos.
Water Dispensers	17 Nos.

Terms and Conditions:

1. The Contract is valid for One Year and further extension depends on satisfactory performance.
2. Firms those willing to participate in the RFQ shall have the previous experience of minimum one year in execution of the similar works.
3. The contract is including consumables & service (like gas & as well as filling work, filters etc.). Minimum four visits for Preventive Maintenance (PM) in a Year will be provided by the agency, any additional visit or breakdown visit during the contract period, as and when required will not be payable extra.
4. Spare parts are not covered under this agreement. The repairs/ replacement of any such spare parts shall be on charge basis, and the estimate shall be given for approval, the repair / replacements shall be undertaken only on approval of the estimate.
5. The evaluation shall be made on consolidated amount basis.
6. The Academy reserves the right to cancel offer(s) at any time without assigning any reason(s).
7. The shortlisted agency has to deposit 5% of contract value of the work as performance security in the form of A/c payee Demand Draft or FDR issued by any Commercial Bank in favor of National Judicial Academy payable at Bhopal (FDR in joint form is not acceptable).
8. Premature termination of empanelment may attract forfeiture of performance security.
9. Recovery shall be made, towards any type of damages, if made, to the NJA Property during work execution.
10. The executing agency shall be responsible for the safety of man & material during execution of work.
11. Rate quoted should be valid for minimum period of one year.
12. Replacement work in all respect should be completed within 15 days from the date receipt of work order.
13. The delay in maintenance work, without appropriate reasons and approval of NJA, shall attract a penalty of Rs. 200/- per day subject to maximum of 10% of the contract value.
14. Warranty period/ Defect liability period shall be for 6 months from the replacement of spare parts.
15. The performance security will be released after completion of contract period.
16. The payment will be made on quarterly basis after deduction of tax at source as per applicable law.

You are advised to visit the Academy for inspection of site before submitting your offer.

You are requested to submit your offer in a form of letter or e-mail (registraradmin@nja.gov.in) super scribing "Annual Maintenance Contract of Split Air conditioners and water cooler cum dispensers installed at the Academy premises" addressed to the undersigned latest by 8th April, 2023.

Registrar (Administration)

Copy to: 1. Website/Network System Administrator – for uploading to NJA website and CPP Portal.
2. Notice Board.