



MAITREYI COLLEGE

(UNIVERSITY OF DELHI)

BAPU DHAM COMPLEX,
CHANAKYAPURI,
NEW DELHI-110021

Ref. No.MT/2020/ 1847

Dated:- 13.03.2020

Subject:- INVITATION OF QUOTATION FOR SERVICING OF AIR CONDITIONER.

Dear Sir,

Sealed Quotations are invited for Servicing / Gas Refilling / Replacing of Filter etc. wherever required in respect of Split Air Conditioner / Window Air Conditioner installed in the College premises. The details of Nos. of Air Conditioner are as under:-

- | | |
|---------------------------|---------|
| 1. Split Air-Conditioner | 29 Nos. |
| 2. Window Air-Conditioner | 18 Nos. |

Bid Security/EMD Payment:

Earnest Money Deposit of Rs. 2000/- (Two Thousand Only) in the form of Bank Draft from any Nationalized Bank in favour of Principal Maitreyi College. Bidders are required to mention the details of EMD in the quotation letter.

Vendors are requested to quote the rates on lump-sum basis only keeping in view of proper functioning of Air Conditioner for this all vendors are requested to visit the college and assess all the Air conditioner accordingly before quoting the rates.

All vendors are requested to mention /specify the nature of work to be undertaken for each AC separately according to number displayed against each Air Conditioner.


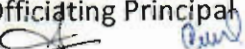
To this effect a separate certificate duly signed is to be attached strictly in accordance with Prescribed Performa by mentioning all details of work undertaken (Format Attached).

The Principal reserves the right to accept or reject some or all the quotations without assigning any reasons thereof.

If however, it is found that the servicing and material provided is of sub-standard quality, the Principal/Committee shall have the right to withhold the payment partly or fully and /or penalty may be imposed on the firm. The decision of the Principal/Committee shall be final and binding on you.

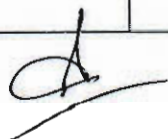
The duly sealed quotations must reach the college latest by 03.04.2020.

Yours faithfully,

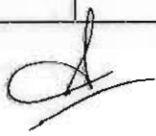

(Dr. Haritma Chopra)
Officiating Principal


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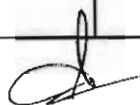
1. Principal's Office (1 Split A.C)			
Items	Qty.	Rate	Amount
Servicing			
Change of filter			
Gas Refilling			
Any other repair			
Total Amount			
2. Sr. P.A. to Principal Room (1 Window A.C)			
Items	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other repair			
Total Amount			
3. Committee Room (2 Split A.C)			
Items	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
4. Vice-Principal Room (1 Window A.C)			
Items	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			



5. Admn. Office (3 Window A.C)			
Items	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
6. Account Section (2 Window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
7. Section Officer (A/Cs) (1 window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
8. Library Internet Lab (2 Split A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			



9. Seminar Hall (4 Split & 2 Window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
10. Librarian Room (1 Window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
11. Union Room (1 Window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
12. Room No. 45 (1 Window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other			
Total Amount			
13. Staff Room (2 Split & 1 Window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			



Total Amount			
14. Medical Room (1 Window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
15. Computer Labs (11 Split A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
16. Auditorium (6 Split & 3 Window A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			
17. P.A Room Library (1 Split A.C)			
Item	Qty.	Rate	Amount
Servicing rate			
Change of filter			
Gas Refilling			
Any other Repair			
Total Amount			

