

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
SAI RC LNCPE THIRUVANANTHAPURAM**

**SPORTS AUTHORITY OF INDIA**

**REGIONAL CENTRE, THIRUVANANTHAPURAM**

(An Autonomous Body under the Ministry of Youth Affairs & Sports)

Tender No. SAI/ RC/INFRA/NIT-03/2025-26

E – Tender Document

For

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
SAI RC LNCPE THIRUVANANTHAPURAM**

**Last Date of Submission: - 06.02.2026.**

ISSUED BY

**SPORTS AUTHORITY OF INDIA**

**REGIONAL CENTRE, THIRUVANANTHAPURAM**

Administrative Block (Ground Floor), LNCPE Campus, Kariavattom (P.O),  
Thiruvananthapuram, Kerala- 695581  
Email – saircthiruvananthapuram@gmail.com



**SPORTS AUTHORITY OF INDIA  
REGIONAL CENTRE, THIRUVANANTHAPURAM**

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**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
SAI RC LNCPE THIRUVANANTHAPURAM**

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SAI RC LNCPE THIRUVANANTHAPURAM**

**NOTICE INVITING e - TENDER**

The Sports Authority of India, Regional centre invites Item Rate Tenders from eligible contractors, firms for  
ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT SAI RC LNCPE  
THIRUVANANTHAPURAM

Tender No.	Name of Work & Location	Estimated Cost (Rs.) (Incl.GST)	Completion Period	Date of Issue of Tender Document from	Last Date of Submission	Bid Security/ EMD (Rs.)
SAI/ RC/INFRA/ NIT- 03/2025-26	ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT SAI RC LNCPE THIRUVANANTHAPURAM	Rs. 5,64,335/-	1 year	23.01.2026 to 06.02.2026	06.02.2026	Rs. 11287/-

Interested applicant Contractors/Firms/Individuals satisfying the Pre – Qualification Criteria as mentioned in Technical Bid should apply in the formats available at SAI Website:- [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in), [www.lncpe.ac.in](http://www.lncpe.ac.in), & CPP Portal of Govt. of India up to 16 00 hrs on 06.02.2026.

Bidders may download the document from [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in), [www.lncpe.ac.in](http://www.lncpe.ac.in), & CPP Portal of Govt. of India. Bidders shall ensure to upload their proposals on CPP Portal complete in all respect on or before the closing date and time as indicated in the critical data sheet given below.

Bidders shall not tamper/ modify the document in any manner. In case the same is found to be tampered in any manner, tender shall be rejected completely.

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
SAI RC LNCPE THIRUVANANTHAPURAM**

**CRITICAL DATA SHEET**

E – Tender Document Number	Tender No. SAI/RC/INFRA/NIT-03/2025-26
Estimated Cost of Work (Rs.) (Incl.GST)	Rs. 5,64,335/- (Rupees Five Lakh Sixty-Four Thousand Three Hundred and Thirty-Five only),
Completion Time	1 year.
Earnest Money Deposit (EMD)	Rs. 11,287/- Rupees Eleven Thousand Two Hundred Eighty-Seven Only)
Publish Date	22.01.2026
NIT Download	22.01.2026
Submission Start Date	22.01.2026
Bid Submission at	<a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
Proposal/ Bid Submission End Date & Time	06.02.2026 upto 16 00 hrs
Technical Bid Opening date and Time	09.02.2026 up to 11 00 hrs
Address for Submission of Hard Copy of EMD & Venue for opening of Bids	O/o The Regional Director, SAI, Regional Centre, Trivandrum.
Contact Detail	Email Id – <a href="mailto:saircthiruvananthapuram@gmail.com">saircthiruvananthapuram@gmail.com</a> , <a href="mailto:infra.sailncpetvm@gmail.com">infra.sailncpetvm@gmail.com</a>
Performance Guarantee	The amount of Performance Guarantee shall be 3% of the accepted value of tender payable in the form of Bank Guarantee from Scheduled Bank in favour of the Regional Director, SAI, Regional center, Thiruvananthapuram..
Date of Commencement	Within 7 <sup>th</sup> Calender Day from the date of issue of Work Order
Time of Completion of Work	As per Time Schedule given in tender document i.e.1 year
Total Security Deposit/ Retention Money	3% of Contract Value
Defect Liability Period	1 Year (Twelve Months) from the date of handing over of work.
Period of Final Measurement	1 Month after the completion of AMC period
Liquidity Damages	@ 0.5% of the Contract Value per week subject to a maximum of 5% of the accepted Contract Value
Value of Work for Interim Payment	Quarterly period -part payment
Recovery of Taxes	As per Rules applicable from time to time
Rates	Rates shall be fixed during the Contract & Extension Period and no price variation/escalation shall be entertained.

Place: Thiruvananthapuram

Sd/-  
Regional Director  
Sports Authority of India  
Regional Centre  
Thiruvananthapuram

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
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**INSTRUCTIONS TO TENDERERS**

**PRE QUALIFICATION CRITERIA**

**TECHNICAL CRITERIA**

The bidder should have successfully completed similar works during the last 5 years ending previous day of last date of submission of tenders:

One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost.

OR

Two similar completed works, each costing not less than the amount equal to 60% of the estimated cost put to tender.

OR

Three similar completed works, each costing not less than the amount equal to 40% of the estimated cost put to tender.

The Term similar nature of work & Other Infra structure Work.

**FINANCIAL CRITERIA**

Average Annual Financial turnover on construction works should be at least 50% of the estimated cost put to tender during the immediate last three consecutive financial years.

The bidder should not have incurred any loss (profit after tax should be positive) in more than two years during available last five consecutive balance sheet, duly audited and certified by Chartered Accountant.

**MODE OF SUBMISSION OF TENDER**

Item rates Tender under Two Bid Systems containing two covers of technical bid and financial/price bid should be submitted online. Conditional tender shall not be accepted.

**OPENING OF FINANCIAL BIDS/PRICE BID**

1. Exact date and time shall be communicated through official E- mail address given in the bid document to the qualified bidders.
2. Conditional bids would be summarily rejected.
3. In case no bid or single bid is received, or any other reason whatsoever, SAI may at its sole discretion to cancel the whole tendering process or extend the last date and time of submission of the bid.
4. Any separately submitted discount letter on the financial price shall not be considered by SAI and shall be a ground for disqualification. Evaluation of financial bid shall be considered only on the quoted price in the financial bid submitted by the bidders.

# **ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT SAI RC LNCPE THIRUVANANTHAPURAM**

## **INSTRUCTIONS FOR ONLINE BID SUBMISSION:**

This tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

## **REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Click **here to Enroll**” on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

## **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

# ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT SAI RC LNCPE THIRUVANANTHAPURAM

## PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**Note:** SAI in no way shall be responsible if the bidder fails to apply due to non-possession of Digital Signature & non registration.

## General information for the Vendors/Agencies for their prequalification to carry out the above-mentioned works on turnkey basis

1. The contractor should quote in the Rate and Amount column of the given price bid document only. However, if a discrepancy is found, the rate which correspond with the amount worked out by the contractor shall unless otherwise proved, be taken as correct. If the amount of an item is not worked out by the contractor or it does not correspond with the rate written either in figure or in words then the rate quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and in words tally but the amount is not worked out correctly, the rate quoted by the contractor will be taken as correct and not the amount.
2. Contractor must ensure to quote rate of each item. If no rate is quoted by the bidder, rate of such item shall **be treated as "0" (ZERO)**.
3. Eligible firm quoting the lowest price will be selected.
4. Intending contractors / vendors are requested to read carefully before filling the particulars in the Performa.
5. Information / details furnished by selected party, if found to be false / incomplete at any time in future or any information effecting prequalification is willingly / unwillingly withheld, if come to the notice of the SAI at any point of time, the company's prequalification will be cancelled immediately.
6. Where copies are required to be furnished, these should be self-certified copies.
7. The cutoff date for calculation of past period for completion of projects shall be last date of submission of bid.

## **ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT SAI RC LNCPE THIRUVANANTHAPURAM**

8. All pages of the tender document i.e. Pre-qualification criteria, Technical bid, Price Bid should be signed and stamped by bidder.
9. Contractor shall appoint a Full time Graduate Engineer having minimum 2 Years Experience or a Diploma Engineer having minimum 5 Years Experience for monitoring the day-to-day progress of work of site at their own cost.
10. As per CPWD approved make only allowed and as per the direction of competent authority.
- 11. All the terms and conditions followed by the CPWD norms and General Conditions of contract.**
12. Contact +91 7907516244, 8891552017 for site visit / any query regarding tender.

### **Additional Terms and Conditions**

1. Every AC unit shall be serviced once every three months.
2. Breakdown calls should be attended on that day itself. In the event of breakdown calls remaining unattended for more than 24 hours, a recovery of Rs.500/- or part thereof shall be made.
3. Replacement of defective spare parts like capacitors, start relay, wiring materials etc. will be the responsibility of the contractor without any extra cost. The damaged items replaced shall have to be handed over to the officer in charge.
4. Transportation of Air-Conditioner Units from the LNCPE to the service provider's workshop, from one building to another and from the service provider's workshop to the LNCPE, will be at the cost of the service provider
5. A log book shall be maintained for the servicing and repairs carried out and got signed by the officer in charge of the work from time to time.
6. The bidder shall be deemed to have inspected the site and understood the scope of work prior to quoting rates.
7. The payment to the contractor shall be made through PFMS/RTGS/NEFT only, after successful completion of the work and upon verification by the Committee.
8. No advance payment shall be made. Quarterly payments will be released within 20 days of the submission of the bill/invoice, subject to satisfactory performance and certification by the Committee.
9. The item mentioned in Price Bid Part B is tentative and shall be executed as per the actual requirements during the AMC period.
10. Payment of items reflected in Price Bid Part B will be made as per actuals.
11. The successful bidder shall submit the relevant invoice(s) and warranty card(s) for all defective parts replaced, such as the compressor, fan motor, condenser, PCB, and any other associated components.

## **ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT SAI RC LNCPE THIRUVANANTHAPURAM**

12. Only Original Equipment Manufacturer (OEM) spare parts shall be used for the equipment and components.
13. The total cost quoted by the L1 bidder under Part-A (AMC charges) shall be divided into four equal quarterly installments. Payment for each quarter shall be released only after the successful completion of the respective quarter's AMC services and upon submission of the corresponding bill,
14. The contractor shall not sub-contract any part of the work during the AMC period. The contractor shall be wholly and solely responsible for the execution, quality, and performance of the services under all circumstances.
15. During preventive maintenance, the air conditioners shall be serviced once every quarter (i.e., every 3 months). This shall include thorough cleaning of the indoor unit air filters and complete cleaning of the outdoor units using a blower or water wash, along with all other necessary servicing to ensure proper functioning.
16. The Service Engineer shall bring all necessary tools and instruments required for servicing, including but not limited to vacuum cleaner/blower and ladders required for cleaning and maintenance of the air conditioning units.
17. All spares (Part-B) required during the periodical maintenance of the air conditioners shall be replaced for a period of one year, strictly as per the list of spares specified in the tender. No exceptions shall be entertained in this regard. The finalized rates quoted under Part-B shall be applicable and binding for the entire one-year period.
18. The bidder should have a functional local office within a radius of 100 km from the SAI LNCPE campus and must possess a valid GST registration (GST No.) for the same.

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**TECHNICAL BID FORM**

1 Name of the firm :  
 Address :  
 Telephone No. :  
 Office :  
 Residence :  
 Mobile No :  
 Fax No. :  
 E-Mail :  
 2 a) Whether Proprietorship/Partnership/Pvt. Ltd./  
 Public Ltd. Co. :  
 b) Names of the Proprietor, Partners, Directors :  
 i) :  
 ii) :  
 iii) :  
 c) Year of Establishment :  
 3 Registration with Registrar of Companies (No. &  
 Date) (For Corporation only) :  
 4 Registration with Tax Authorities  
 i) Income-Tax (PAN) No. :  
 ii) GST No. :  
 (Furnish copies of Income-Tax, GST certificate)  
 5 Names of the Bankers with address :  
 6 Give details if at present involved in Litigation in similar type of contracts.

Sr. No.	Name of Project	Name of Employer	Nature of work	Work order dated	Date of completion of work	Value in Rs.

7 Details of civil suit, if any that arose during  
 Execution of contract in the past 5 years :  
 8 Specify maximum value of single value project

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Executed during the last Five years : :

9 Name and relation, if any, with the staff member

Of Sports Authority of India : :

10 Details of work executed during the last 5 years ending Previous Day of Last Day of Submission of Tenders (Please mention the qualifying works as per criteria)

Type of work	Work executed for (name of the Institution / Body)	Nature of work (in brief)	Location	Value Rs.	Duration of work with dates of Completion		If work left incomplete or terminated (give reasons)
					Commencement	Completion	

**Note: Copies of work orders along with satisfactory completion certificate mentioning value of completed work of Govt., Semi-Govt. Bodies, duly signed & seal of the client should be enclosed.**

11 Details of work in hand (Photo copies of performance certificate, work orders issued by clients, **Preferably Govt., Semi-Govt. Bodies should be attached**).

Type of work	Work executed for (name of the Institution / Body)	Nature of work (in brief)	Location	Value Rs.	Duration of work, stipulated time	Present stage of work

12 Annual Turnover in last 3 years:

Sr. No.	Year	Turnover (Rs. in Lakh)	Income-tax paid

**Note: Furnish copies of audited balance sheet and Profit & Loss A/C. for the last 3 years 2022-23, 2023-24,2024-25**

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13 Details of the work confirming to eligibility as per criteria details must be furnished in the column along with enclosing Xerox copies of documents / credentials to prove the claim failing which application will be rejected out rightly.

Name of the Client	Details of the work	Work Order No.	Satisfactory completion certificate	Value of work

**14. LIST OF ENCLOSURES:**

ANNEXURE NO.	PARTICULARS	TICK IF ENCLOSED
I	Certificate of registration of Company / partnership deed.	
II	Certificates of registration with GST & , EPF, and ESI must required. Labour License, ISO Certification must required.	
III	Annual Turnover with UDI number should be present, Audited Balance Sheet & Profit & Loss A/c. Statement for last Three years.,	
V	Copies of work orders, <b>satisfactory completion certificate mentioning value of work issued by Govt., Semi-Govt. Bodies.</b>	
VI	Copies of performance certificate, work orders issued by Govt., Semi-Govt. Bodies.	
VII	Copies of Income-Tax Returns / Assessment Orders for previous 03 years.	
VIII	List of Technical Staffs with Qualifications & Experience.	
IX	Details of local office as per tender document.	

**Note: - In absence of any of the above enclosures, the application is liable to be rejected.**

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
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**DECLARATION**

- I / We have read the instructions appended to the Performa and I / We understand that if any false information is detected even at a later date, any future contract made between ourselves and SAI, on the basis of the information given by me / us can be treated as invalid by the SAI and I / We will be solely responsible for the consequences.
- I / We agree that the decision of SAI in selection of contractors will be final and binding on me / us.
- All the information furnished by me/ us hereunder is correct to the best of my knowledge and belief.
- I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
- I / We agree that I / We have not applied in the name of sister concern for the subject tendering process.

Place : SIGNATURE

Date : NAME & DESIGNATION

SEAL OF ORGANISATION

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
SAI RC LNCPE THIRUVANANTHAPURAM**

<b>BOQ</b>					
Sl.No	Specification	Unit	Quantity	Rate (Incl GST)	Amount Incl GST
<b>Part A</b>					
1	Annual Comprehensive Maintenance of 1.0TR/1.5TR/2TR split type Air conditioner unit including periodical checkups (once in 3 months), replacement of spare parts like capacitors, start relay, leak testing, top up of gas, power contactor, cleaning of filters, servicing etc. complete for the smooth functioning of the air conditioners unit fixed at various buildings of SAI LNCPE at Karyavattom, Thiruvananthapuram excluding the repair of fan motor& PCB, replacement of compressors/fan motor/ Copper condenser, as required for a period of one year from the date of award of work.(Make: Carrier, Llyod, Voltas, Bluestar, LG, IFB, Samsung, Panasonic, Kelvinator, Godrej, Daikin, Midea, Hitachi)	one job	130		
<b>Part B</b>					
2.a	Supply, fixing, testing and commissioning of compressor of 2.0 Ton capacity including replacement of the existing damaged compressor, complete with refrigerant gas charging, transportation etc.	No.s	2		
b.	Supply, fixing, testing and commissioning of compressor of 1.5 Ton capacity including replacement of the existing damaged compressor, complete with refrigerant gas charging, transportation etc.	No.s	5		
c.	Supply, fixing, testing and commissioning of compressor of 1.0 Ton capacity including replacement of the existing damaged compressor, complete with refrigerant gas charging, transportation etc.	No.s	1		
3.a.	Supply, installation and testing of fan motor of 2.0 Ton capacity including replacement of the defective fan motor, complete with all required materials, labour charges and transportation etc.	No.s	1		
b.	Supply, installation and testing of fan motor of 1.5 Ton capacity including replacement of the defective fan motor, complete with all required materials, labour charges and transportation etc.	No.s	4		

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c.	Supply, installation and testing of fan motor of 1.0 Ton capacity including replacement of the defective fan motor, complete with all required materials, labour charges and transportation etc.	No.s	1		
4.a	Supply, installation and testing of condenser (copper) of 2.0 Ton capacity including replacement of the defective condenser, complete with all required materials, labour charges, transportation etc.	No.s	2		
b	Supply, installation and testing of condenser (copper) of 1.5 Ton capacity including replacement of the defective condenser, complete with all required materials, labour charges, transportation etc.	No.s	6		
c	Supply, installation and testing of condenser (copper) of 1.0 Ton capacity Split AC including replacement of the defective condenser, complete with all required materials, labour charges, transportation etc.	No.s	1		
5.a	Supply, installation and testing of PCB of 2 ton capacity including replacement of the defective PCB, complete with all required materials, labour charges, transportation etc.	No.s	2		
5.b	Supply, installation and testing of PCB of 1.5 ton capacity Split AC including replacement of the defective PCB, complete with all required materials, labour charges, transportation etc.	No.s	8		
5c	Supply, installation and testing of PCB of 1.0 ton capacity Split AC including replacement of the defective PCB, complete with all required materials, labour charges, transportation	No.s	1		
6a	Supply, installation and testing of PCB for inverter A/C of 2 ton capacity including replacement of the defective PCB, complete with all required materials, labour charges, transportation	No.s	1		
6b	Supply, installation and testing of PCB for inverter A/C of 1.5 ton capacity including replacement of the defective PCB, complete with all required materials, labour charges, transportation etc.	No.s	2		

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6c	Supply, installation and testing of PCB for inverter A/C of 1.0 ton capacity including replacement of the defective PCB, complete with all required materials, labour charges, transportation	No.s	1		
7a	Full Gas Charging of 2.0 Ton capacity Split AC unit including all charges complete	No.s	3		
7b	Full Gas Charging of 1.5 Ton capacity Split AC unit including all charges complete	No.s	12		
7c	Full Gas Charging of 1 Ton capacity Split AC unit including all charges complete	No.s	2		
8	Replacement of Corroded Base Trays/Sides of Outdoor AC Units:  Dismantling the outdoor unit (corroded units) of split air conditioners carefully for replacement of the corroded base tray and/or side panels; providing and fixing a new base tray fabricated from 16-gauge GI sheet with side panels made of 18-gauge GI sheet, including all necessary cutting, welding, patch work, alignment, and assembling of dismantled parts; applying one coat of anti-corrosive primer and two coats of synthetic enamel paint of approved make and shade; reinstallation of the unit at its original position after completion of rectification work, including top-up of refrigerant gas, replacement of damaged nuts and bolts wherever required, testing, commissioning, and all incidental charges, including labour, handling, transportation, and all related works complete,	No.s	10		
9	Dismantling of split air conditioner units carefully, including both indoor and outdoor units along with interconnecting copper pipes, drain pipes, and electrical connections as required, without causing any damage to the components; sealing of refrigerant gas inside the unit wherever necessary, and shifting and stacking the dismantled units safely at the designated store/location within the campus, including labour, handling, transportation, and all incidental charges complete.	No.s	12		

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10	Reinstallation of dismantled or newly procured split air conditioner units at specified locations inside the SAI LNCPE campus, including mounting and fixing of indoor and outdoor units (outdoor stand, if required, to be billed separately), installation of refrigerant piping, drain piping, and electrical connections with proper insulation, alignment, and supports; providing wall chasing and making good the surface for routing of refrigerant and drain piping; vacuuming, gas charging/top-up, testing, and commissioning for satisfactory performance, including all labour, materials, tools, handling, transportation, and incidental charges complete	No.s	12	
11	Providing and fixing outdoor stand for split AC outdoor units (1.0 / 1.5 / 2.0 TR), fabricated from MS angle, including welding, painting with anti-corrosive primer and enamel paint, fixing with anchor fasteners, and placing the unit in position complete.	No.s	5	
<b>Total Amount (Incl. all taxes)</b>				

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
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**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

**To,**

**The Regional Director  
Sports authority of India,  
Regional Centre  
Thiruvananthapuram**

**Sub:- Acceptance of Terms & Conditions of Tender.**

**Tender No. SAI/ RC/INFRA/NIT-03/2025-26**

**Name of Work - ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR  
CONDITIONERS AT SAI RC LNCPE THIRUVANANTHAPURAM**

I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender / Work' from the website(s) namely: <https://eprocure.gov.in/eprocure/appas> per your advertisement, given in the above-mentioned website(s).

1. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
2. The corrigendum(s) issued from time to time by your department / organization too has also been taken into consideration, while submitting this acceptance letter.
3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
4. In case any provisions of this tender are found violated, then your department / organization shall without prejudice to any other right or remedy be at liberty to reject this tender / bid including the forfeiture of the full said earnest money deposit absolutely.
5. I / We agree to abide by this tender for a period of 180 days from the date of opening of the financial bid. I / we also agree to pay the ISD as specified in the Tender.
6. Sports Authority of India shall also be at liberty to cancel the Work Order of tender if I / We fail to execute an agreement or to start the work as stipulated in the tender documents or fail to deposit the amount of initial security deposit as specified in the memorandum.
7. I / We agree that the Sports Authority of India reserves the right to accept the tender in whole or in part or split the works under separate contracts or accept or reject any or all the tenders without assigning any reason whatsoever thereof.
8. I / We are aware that the quantities mentioned in the tenders are indicative and the same can be increased or decreased depending on the requirement of the Institute and as per the site conditions. I / we will not seek compensation for the same and execute the additional quantities at the tender rates.
9. I / We are aware that the work will be carried out as per the standard specification of Morth, IRC, CPWD.

**Yours Faithfully,**

(Signature of the Bidder, with Official Seal)

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
SAI RC LNCPE THIRUVANANTHAPURAM**

**ARTICLES OF AGREEMENT**

(On stamp paper of Rs.200/-)

ARTICLE OF AGREEMENT made this .....day of Two Thousand Twenty Six BETWEEN the Sports Authority of India, an Autonomous Body under Ministry of Youth Affairs and Sports having its Regional Office at Regional Centre, Thiruvananthapuram– 695581 hereinafter called “Employer” (which expression shall include its successors and assigns wherever the context or meaning shall so require or permit, of the one part and ..... (herein after called the “Contractor”) (which expression shall include its successors and assigns wherever the context or meaning shall so require or permit) of the other part.

WHEREAS the Employer is desirous of ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT SAI RC LNCPE THIRUVANANTHAPURAM which have been signed on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute the aforesaid work on the terms and conditions as stated in tender documents, general and special conditions of contract and has also agreed to submit to the Employer the performance guarantee required to be paid on the date of signing of the agreement, in accordance with the Tender (part & parcel of the present agreement, as attached herewith).

**NOW IT IS HEREBY AGREED AS FOLLOWS:**

1. In consideration of the said Contract Value to be paid at the times and in the manner set forth in the said terms & conditions; the contractor shall upon and subject to the said terms & conditions execute and complete the works described in the specifications and/or bill of quantities.
2. The Employer shall pay the contractor The Said Contract Value or such other sum as shall become payable at times and in the manner specified in the said terms & conditions.
3. The said terms & conditions and Appendices thereto shall be read and construed as forming part of this Agreement and the parties hereto shall respectively abide by submit themselves to the said terms & conditions and perform the agreements on their part respectively in the said terms & conditions contained.
4. The contract shall afford every reasonable facility for the carrying out of all works relating to the work in the manner laid down in the said conditions, and shall make good any damages done to walls, floors, etc. after the completion of such works.
5. The Employer reserves to itself the right of altering the Drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this Contract.
6. All payments by the Employer under this contract will be made only by NEFT/RTGS/ Net banking.
7. All disputes arising out of or in any connected with this agreement shall be deemed to have arisen at Thiruvananthapuram and only court in Thiruvananthapuram shall have jurisdiction to determine the same.
8. That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor. The Contractor shall not be entitled for the payment for the quantities beyond the tendered quantities unless ordered for by specific written instructions from the Architect / Engineer.

IN WITNESS WHEREOF THE Employer through its authorized officials and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written. (If the contractor is a partnership or an individual).

**ANNUAL MAINTENANCE, REPAIR, AND SERVICING OF AIR CONDITIONERS AT  
SAI RC LNCPE THIRUVANANTHAPURAM**

IN WITNESS WHEREOF the Employer has set its hand to these presents through its duly authorized official and the Contractor has caused its common seal of to be affixed hereunto and the said two duplicates/has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written (If the Contractor is a company).

Signature Clause

SIGNED AND DELIVERED by the Sports Authority of India by the hand of  
Shri \_\_\_\_\_  
(Name and Designation)

In the presence of

(1) \_\_\_\_\_

Address \_\_\_\_\_

(2) \_\_\_\_\_

Address \_\_\_\_\_

Witness

SIGNED AND DELIVERED BY

in the presence of

(1) \_\_\_\_\_

Address \_\_\_\_\_

(2) \_\_\_\_\_

Address \_\_\_\_\_

Witness

THE COMMON SEAL OF \_\_\_\_\_

Was hereunto affixed pursuant to the  
resolutions passed by its Board of  
Directors at the meeting held on

in the presence of

(1) \_\_\_\_\_

(2) \_\_\_\_\_

Directors who have signed these presence in  
token thereof in the presence of

(1) \_\_\_\_\_

(2) \_\_\_\_\_

If the party is a partnership firm should be  
signed by all or an authorized person on behalf  
of all partners.

SIGNED AND DELIVERED by  
the contractor by the hand of  
Shri \_\_\_\_\_

If the contractor signs under its common seal the signature  
clause should tally with the sealing clause in the Articles of  
Association.

And duly constituted attorney

If the Contractor is signing by the hand of power of attorney  
whether a company or individual.