



AmulFed Dairy

A UNIT OF GUJARAT CO-OPERATIVE MILK MARKETING FEDERATION LIMITED

(PREVIOUSLY KNOWN AS MOTHER DAIRY, GANDHINAGAR)

ENQUIRY FOR ANNUAL COMPREHENSIVE MAINTENANCE CONTRACT OF ACs

AFD: PUR: YKV: AC: 2020

Date: 02.01.2020

Sub.: Enquiry for Annual Comprehensive Maintenance Contract for air Conditioners located at AmulFed Dairy, Gandhinagar & Packaging Film Plant

Dear Sir,

We invite your most competitive offer with best service commitment for Split ACs. installed at different locations of AmulFed Dairy & Packaging Film Plant as mentioned in annexue. Your offer should be based on following considerations:

1. The offer should reach:- AmulFed Dairy (A Unit Of G.C.M.M.F. Ltd.
Plot No-35, Nr. Indira Bridge, Ahmedabad-Gandhinagar
Highway. Village Bhat, Dist - Gandhinagar. Pin - 382 428.
2. Due Date: **11.01.2020 Before 17:00 hours**
3. The offer should be submitted in sealed cover super scribing on the top left hand corner offer for Enquiry No. AFD: PUR: YKV: 2020, If it is not super scribed it can be liable for rejection
4. Offer received after due date for whatsoever reason may be rejected. We will not be responsible for postal delays.
5. Your submitted offer must be valid for one year, as this is the yearly contract & no price hike will be given during rate contract period.
7. The price should be quoted on F O R destination, applicable GST extra on proposed rate. However it should be clearly and separately mentioned in your offer. Non indication of above levies will mean that prices are inclusive of all taxes and above levies.
8. Realistic and earliest response time should be indicated in offer.
9. It will not be binding on us to accept the lowest offer. Right to accept/reject any/all offers without assigning reason is reserved by us.
10. If Contract awarded , you have to submit deposit of Rs 25,000 which will be returned after contract completion.
11. offers which are incomplete or not meeting the conditions or only for part items are liable for rejection.
12. Payment terms will be within 30 days after each preventive visit done & after submission Of invoice.
13. Detailed address where ACs are installed are mentioned in annexure.
14. General Terms & conditions for this contact are mentioned in annexure 1.

During the contract period. If the performance of the contractor is not satisfactory then contract can be terminated after giving two (02) written notices through Registered A.D and in such cases the EMD/ CMD/amount payable may be forfeited. In this regards, no further correspondence would be entertained.



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Any dispute between the contractor and the AmulFed Dairy will be settled by mutual discussion only and the decision of the General Manger of AmulFed Dairy shall be final and binding on both the parties. In case a legal settlement is resorted to as a last refuge, the jurisdiction of such settlement will be Ahmedabad only.

It will not be binding on us to accept lowest offer. Right to accept/ reject any or all the offers without assigning any reason is reserved by AmulFed Management. Offers which are incomplete, not meeting the required conditions is liable for rejection

We are an ISO 9001:2008, ISO 14001:2004 and ISO 22000:2005 certified unit. We follow eco-friendly processes, which helps in sustainable & safe up keeping of an environment. We expect you to follow eco-friendly processes in your company such as waste minimization, reduction in air pollution, water pollution & soil contamination etc.

You have to repair/ replace any parts/ system if breakdown due to power fluctuations/ burning/ raining/ water falling/by any reason.

AFD strictly prohibit use of Tobacco in dairy premises in any form. Such acts will be strictly penalized @ Rs. 5000/- per act along with to permanent no entry to the driver, cleaner or any of your workers identified

Yours Faithfully,

Purchase Department

Encl: Annexure , Annexure 1, General Rules



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Annexure

AFD: PUR: YKV: AC: 2020

Date: 02.01.2020

1. ACs installed at AmulFed Dairy

Complete Address: AmulFed Dairy, A unit of GCMMF Limited
Plot No. 35, Near Indira Bridge, Vill. Bhat,
Ahmedabad Gandhinagar Highway, Dist. Gandhinagar
Pin 382 428 Ph. No. (079) 23969055 - 58 Ext. 261

Location	Nos. of AC	Department	Split / Window	Make	Capacity in Ton
Hostel	16	ADM	Split	Voltas	1.5
Guest Dining hall	3	ADM	Split	Hitachi	2
GRB Conference Room	2	ADM	Split	Voltas	2
GRB	3	ADM	Split/Window	Voltas/Hitachi	2
Milk Despatch Office	1	ADM	Split	Voltas	1
Occupational Health Centre	1	ADM	Split	Voltas	1.5
Guest House	3	ADM	Split	Voltas	1.5
PACKING CONTROL ROOM	2	ADM	SPLIT	Voltas	2
Butter Room	3	ADM	Split	LG	1.5
Ice cream lab	2	ADM	Split	Voltas	1.5
Micro Lab	1	ADM	Split	Panasonic	1.5
New Rec.Lab	2	BUTTER	Split	Blue Star	1.5
Mix room	1	ETP	Split	Panasonic	1.5
Process Room	1	HT	Split	Panasonic	1.5
OPP Control Room	4	ICRM	Split	Voltas	2
OPP office	1	OPP	Split	Voltas	1
New GRB Office	2	OPP	Split	Hitachi	2
New GRB Office	1	QA	Split	Voltas	1

Total - 49 Nos.

You have to maintain AC if location of ACs will be changed.



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2. ACs installed at Packaging film plant

Complete Address: AmulFed Dairy - Packaging Film Plant

Sector 25, Electronics GIDC Zone, K Road,

Opp. Madhur Dairy, Dist. Gandhinagar (Gujarat)

Ph. No. (079) 23287301-02

AmulFed Dairy, Packaging Film Plant (PFP)					
DETAILS OF AIR CONDITION OF PFP					
Sr.No.	Location	Nos. of AC	Split / Window	Make	Capacity in Ton
1	PFP Board Room	6	Split	VOLTAS	1.5 T
2	Silo Office	1	Split	Blue Star	2.0 T
3	QA Lab	1	Split	Blue Star	2.0 T
4	QA Lab	1	Window	Carrier	1.5 T
	TOTAL AC	09			



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Annexure 1 TERMS & CONDITION

1. Each unit will be provided 6 (six) routine services (Preventive maintenance Visits) in a year. This will be done bimonthly by your authorized & trained mechanics.
2. You have to provide unlimited nos. of breakdown calls during the contract period. You have to attend breakdown call within 24 hours from receipt of our call.
3. The following routine servicing will be covered during planned visit:
 - a. Checking operational performance parameters.
 - b. Cleaning of blower, condenser fan, air filter, evaporator & condenser coil and other equipments.
 - c. Oiling the motor if required.
 - d. Verification of installation.
 - e. Gas Charging free of cost
4. Your Service person has to come by giving prior intimation & after completing the service he must take the authorized signatory from respective AmulFed Dairy employee on the service report & have to submit one copy to AmulFed Dairy respective department.
5. You shall undertake the repairs & supply of all the spares & material required for the machine free of charge under this contract.
6. In case of replacement of parts required during the contract than you have to replace Faulty part with original **parts from Original equipment manufacturer only**.
7. below mentioned items shall not be covered under this contract,
 - Outer Casing, Coils, Front Panel, Grill, Stabilizer Parts.
 - All Sheet Metal Parts.
 - Any shifting/reinstallation needed for air conditioners.
8. Force measure clause: You shall not be liable for any breach or non performance or delay in carrying out any of the obligations contained in this maintenance service leaflet including servicing/repairing of the unit as result of strike, lockout industrial labor disturbance, fire, accidental damage, restriction imposed by the Government circumstances beyond our control, any act of God, riot any war or any condition arising from similar caused beyond our control.
9. Renewal of the Service Contract after its expiry will be on mutual concern of both the parties.
10. We reserve the right to terminate this contract for maintenance if your service is not found to be satisfactorily.
11. The unit at the changed location or its service/repair etc. in any manner by any other party shall not be done without prior information to you.



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General Rules

The supplier has to ensure that their vehicle coming to AFD/PFP Should be:

- a) PUC certified vehicles having valid PUC requirement
- b) Vehicles should be properly maintained with no leakage of oil from engine/ gearbox.
- c) Preferably vehicle should be closed to avoid aerial contamination
- d) Use of energy efficient vehicles and technology for manufacturing of goods/material
- e) Your Vehicle must carry fitness certificate issued by a competent authority like RTO etc.
- f) We wish to inform you that during our surprise checking of the vehicle, if we observe any violation, particularly regarding PUC certificate and driving licence, we would be constrained to impose a penalty of Rs 500 per incident for first 2 incidents. If we observe repetitive reoccurrence of such incidences, entry of such vehicles would be stopped.

General Safety Rules:

- a) Do not carry any kind of flammable materials like a matchbox, lighter, stove, SIGRI etc.
- b) Cigarette and eatables like Gutkha, Pan Masala etc within the company premises. In any case, if someone found with Guthkha/Pan Masala/ Cigarette, then AFD/PFP will impose a penalty of Rs. 5000/- and entry of particular person shall be permanently prohibited in the premises. It is applicable to all carriers/drivers/ any representatives of vendors/bidders/suppliers/service providers or any visitors.
- c) Do not enter any plant area without permission
- d) Do not do an unsafe act
- e) Do not use a mobile phone at tank farm and any plant area.
- f) Do not take photographs in the company
- g) Do not enter without Helmet and shoes in any plant area.
- h) Park your vehicle at the designated parking area.
- i) Meet only authorized person for which you have taken permission.
- j) Follow work permit system wherever required
- k) Ensure safety devices/accessories on your machines and equipment
- l) Use work specific PPEs
- m) Follow safe material handling practices
- n) Display Visitor I-Card on your shirt pocket
- o) We invite your attention towards our Safety, Health and Environment Policy
- p) Violation of Safety norms will attract heavy penalty
- q) If you hear an emergency siren, do not panic and talk to company employee for actions to be taken.
- r) Types of Siren
 - " Alert siren: Single continuous siren for one minute.
 - " Evacuation siren: Waiting & waning siren for three minutes
 - " All clear siren: Long continuous siren.
- s) As soon as you know about emergency try to reach nearby assembly point as per factory drawing.
- t) In case of gas leakage, move in a crosswind direction
- u) Don't go at the emergency spot
- v) Before entering the Dairy premises first get acquainted yourself studying the site layout map displayed at Time Office