

NATIONAL LAW UNIVERSITY DELHI

SECTOR-14, DWARKA NEW DELHI-110078

SHORT NOTICE FOR QUOTATION

1. Date of Invitation of quotations : 11th September 2017
2. Last date of submission : 15th September, 2017 upto 1.00 PM
3. Date of opening : 15th September 2017 at 3.00 PM

National Law University Delhi invites sealed quotations from competent and / authorized distributors/dealers for **Annual Maintenance Contract for Water Coolers and Air Conditioners installed in the University campus.**

There are 71 Air conditioner (Split/ Window/Cassette type) and 37 water coolers. The quotation is required to be submitted in a sealed cover to the Registrar, National Law University Delhi, Sector- 14, Dwarka, New Delhi – 110078 as to reach the University on or before on 15th September, 2017 upto 1.00 pm duly superscripting quotation for “**Annual Maintenance Contract for Water Coolers and Air Conditioners**” on the top of sealed envelope.

Scope of work: Annual Maintenance Contract for Water Coolers and Air Conditioners:

Sr. No.	Name of item for Servicing	Rate	Tax	Total
1.	Annual maintenance contract for following AC's (AMC) payable in quarterly			
2.	1.5 ton AC gas charging rate per unit			
3.	2 ton AC gas charging rate per unit			
4.	3 ton AC gas charging rate per unit			
5.	150 ltr water cooler gas charging rate per unit			
6.	180 ltr water cooler gas charging rate per unit			
7.	220 ltr water cooler gas charging rate per unit			
8.	400 ltr water cooler gas charging rate per unit			

The agency is required to submit its bids/quotation on their letterhead. The quotation shall be dropped into the tender box placed in the University Administrative Block of the University. If there is need to replace any part of the aforesaid, equipment's, the University will pay for the same after verifying the market rates.

Kindly attach the Registration/Incorporation Certificate of the bidder indication legal status. Such as Company Partnership, GST Certificate, PAN No. Declaration regarding Black List.

I/we certify that information furnish true and correct.

Sd/-
Registrar