



INSTITUTE OF DEVELOPMENT STUDIES KOLKATA

(A Centre of Excellence in Social Sciences funded by the Government of West Bengal)

SALT LAKE CAMPUS • DD 27/D, SECTOR 1, SALT LAKE, KOLKATA 700 064

NOTICE INVITING TENDERS

T. No. IDSK/NIT/AC/25/03

Date 12th June 2025

Sealed bids are invited under two bid systems, viz. Part I. Technical Bid and Part II Financial Bid from reputed vendors for AMC of Air Condition Machines at Institute of Development Studies Kolkata. Details of specifications are given below.

Tender Details:-

1.	Date of Publication	16 th JUNE 2025
2.	Availability of Tender Document	Annexure A, B, C & D may be downloaded from the IDSK website- www.idsk.edu.in
3.	Tender Fees	Nil
4.	Last date and time of Submission of Technical Bid	25 th June 2025 till 5:00 PM
5.	Date and time of Opening of Technical Bid	26 th JUNE 2025 at 12:45 PM
6.	Date and time of Opening of Financial Bid	26 th JUNE 2025 at 3:45 PM

Terms and conditions:

1. Bids are to be submitted with a forwarding letter as in **Annexure A**
2. Only hard copies of Bids are to be submitted to the office of the IDSK between 11AM to 5 PM on working days (Monday to Friday).
3. The Technical Bid shall comprise of self-attested photocopies of the following documents :-
 - a) Valid copy of Trade License (2024-25),
 - b) PAN Card,
 - c) Registration Certificate of GST,
 - d) Income Tax Return for last 2 years,
 - e) Year wise gross turn over for last 2 years,
 - f) Authorised service provider of Voltas and/or Bluestar
 - g) Credential Certificate,
4. The details of AC machines is in **Annexure B**
5. The financial Bid shall comprise of price including GST, total price, extent of discount, if any and to be submitted in **Annexure C**
6. Checklist to be submitted as **Annexure D**
7. The technical Bid and the financial bid shall be submitted in two separate sealed envelopes with board heading mentioning the name of the item (Technical Bid or Financial Bid) and Tender No. on the envelope containing documents. The sealed envelopes of Technical Bid and Financial Bid should be submitted in a large sealed cover mentioning the Tender No. and be addressed to the **Director, Institute of Development Studies Kolkata, DD -27/D, Sector 1 Salt Lake C, Kolkata – 700 064.**
8. The Financial Bids of only those who have been found to be technically qualified will be opened
9. The IDSK reserves the right to accept or reject any or all tenders without giving any reason whatsoever.
10. Prospective bidders may visit and contact with Avirup Mitra about work at their own cost on the working days (Monday to Friday) between 12 noon to 4 PM up to 9th March 2022.

Director

Institute of Development Studies Kolkata
DD-27/D, Sector-1, Salt Lake, Kol-700 064

ANNEXURE - A

To
The Director,
Institute of Development Studies Kolkata,
Salt Lake Campus, Kolkata –700064.

T. No. IDSK/NIT/AC/25/03

Date 12th June 2025

I/We have read various conditions to tender and hereby agree to the said conditions. I/We also agree to keep this tender open for acceptance for a period of 15 days from the date fixed for opening the same.

Sl. No.	Description of work
1	AMC of Air Condition Machines at Institute of Development Studies Kolkata

1. I/We hereby bind myself/ourselves to complete the work within the time limits to be specified in the conditions of agreement. I/We also hereby agree to abide by the General conditions of contract and to carry out the work according to the standard specification.
2. In case there is difference between figures and work in the quoted cost, the cost indicated in word will be taken as correct for consideration.




Director

**Institute of Development Studies Kolkata
DD-27/D, Sector-1, Salt Lake, Kol-700 064**

Annexure -B

ANNEXURE B - LIST OF AC MACHINES TO BE TAKEN UNDER AMC

Sl #	Floor	Room No	M/c Details	Qty
1	1st Floor	105 President Room	Bluestar 1.5 TR Split AC	1
2	1st Floor	106 Asis Banerjee	Bluestar 1.5 TR Split AC	1
3	1st Floor	103 Amiyo Bagchi	Bluestar 1.5 TR Split AC	1
4	1st Floor	101B PA to Director	Bluestar 1.5 TR Split AC	1
5	1st Floor	101A Director	Bluestar 1.5 TR Split AC	1
6	1st Floor	101A Director	Bluestar 1.5 TR Split AC	1
7	1st Floor	104 Office	Bluestar 2.0 TR Split AC	1
8	1st Floor	104 Office	Bluestar 2.0 TR Split AC	1
9	2nd Floor	203 R Chatterjee	Bluestar 1.0 TR Split AC	1
10	3rd Floor	Server Room	Bluestar 1.5 TR Split AC	1
11	3rd Floor	Server Room	Bluestar 1.5 TR Split AC	1
12	4th Floor	Faculty Room	Bluestar 8.5 TR Duct AC	1
13	5th Floor	Faculty & Seminar Room	Bluestar 8.5 TR Duct AC	1
14	3rd Floor	Computer lab 303 Room 207 & 208	Bluestar 5.5 TR Duct AC	1
15	2nd Floor		Bluestar 5.5 TR Duct AC	1
16	4th Floor	Class Room 401 & 402	Voltas 2.0 TR Split A.C	2
17	6th Floor	Auditorium	Bluestar 1.5 TR Split AC	6
18	2nd Floor	Reading Room	Voltas 1.5 TR Split A.C	1
19	3rd floor	Library	Voltas 2.0 TR Split A.C	3
20	1st Floor	Account officer	Voltas 1.5 TR Split A.C	1
21	3rd Floor	Reding Room	Hitachi Wall 1.5 TR AC	1
		TOTAL		29


13/06/25

ANNEXURE - C

To
The Director,
Institute of Development Studies Kolkata,
Salt Lake Campus, Kolkata –700064.

T. No. IDSK/NIT/AC/25/03

Date: 12th June 2025

FINANCIAL BID:-

TONNAGE	RATE (in Rupees)
1.5	
2.0	
5.5	
8.5	



Director
Institute of Development Studies Kolkata
DD-27/D, Sector-1, Salt Lake, Kol-700 064

Annexure-D

To
The Director
Institute of Development Studies Kolkata
Salt Lake Campus, Kolkata-700064

Ref: T. No. IDSK/NIT/AC/25/03

Date: 12.06.2025

Check List

Submitted - Yes/No

1. Valid Copy of Trade License
2. PAN Card
3. Registration Certificate of GST
4. Income Tax Return (2 Years)
5. Year wise gross turn over (2 Years)
6. Authorised Service Provider of Voltas and/or Bluestar
7. Credential Certificate



Director
Institute of Development Studies Kolkata
DD-27/D, Sector-1, Salt Lake, Kol-700 064