

NIC Building, 4TH Floor, 8, India Exchange Place

Kolkata -700 001, India. Tel: 33 2254 6009 Fax: 22 2242 1292

Email: sbsethi@mmtclimited.com

Tender No: MMTC/Kol/Admn/AC/2017-2018/03 Dated: 04.05.2017

E-TENDER FOR
SUPPLY AND INSTALLATION OF CEILING MOUNTED
CASSETTE TYPE SPLIT AIR-CONDITIONERS FOR
MMTC LIMITED REGIONAL OFFICE
AT

NIC BUILDING, 4TH FLOOR, 8, INDIA EXCHANGE PLACE KOLKATA -700 001, INDIA

Start Date for download of Tender form : 04.05.2017 to 24.05.2017

Last date for submission of tender documents : 24.05.2017 upto 1500 hrs.

Date of Opening of Technical Bid : 24.05 2017 at 16.00 hrs.



Dated: 04.05.2017

NIC Building, 4TH Floor, 8, India Exchange Place Kolkata -700 001. India.

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NIT No. :- MMTC/Kol/Admn/AC/2017-2018/03

MMTC Invites e-Tender for Supply & Installation of Ceiling Mounted Cassette Type Split Air Conditioner for Regional Office of MMTC Limited at NIC Building, 4th floor, 8, India Exchange Place, Kolkata – 700 001 from reputed and bonafied Bidders.

You are hereby invited to submit Technical Proposal including Firm credential and Financial Proposals for the above work. The bid document is available online on MMTC Limited portal http://www.mmtclimited.com from 04/05/2017 to 24/05/2017 (up to 15:00 hrs). Bid must be submitted online only at http://www.mmtclimited.com on or before 24/05/2017 (up to 15:00 hrs IST). Instruction to applicants regarding E-Tendering process:

- a) The interested applicants can download the Tender documents from e-tendering Portal of the MMTC Limited.
- b) The applicants have to submit their Bids including scanned copy Bid Security online in electronic format with Digital Signature.
- c) No proposal will be accepted in physical form except Bid Security. The applicants have to submit their Bid Security in hard copy (Original) also on or before 1500.hrs. on 24/05/ 2017 at the Office of The Chief Manager (P & A) MMTC Limited, Regional Office, NIC Building, 4th floor, 8, India Exchange Place, Kolkata 700 001. If the office happens to closed on the last date of submission of Bid Security in hard copy as specified, the Bid Security will be received on the next Working day at the Office mentioned above. In case the Bid Security is not received within specified time, the Bid shall be considered non responsive and shall not be downloaded/evaluated. Bids shall be strictly treated as non-responsive if Bid is not accompanied by an acceptable Bid Security.
- d) Before submission of online bids, applicants must ensure that scanned copy of all the necessary documents have been attached with Bid.
- e) MMTC Limited shall not be responsible for delay in online submission due to any reason whatsoever.
- f) All documents/papers uploaded/submitted by the bidders must be legible.

The following are the important dates for award of the above Consultancy work:

SI.No.	Event Description	Date
1	Submission of Tender form	04/05/2017 (15:00 Hrs.)
2	Date of Closing of the Tender	24/05/2017 (15.00 Hrs.)
3	Date of Opening of Technical Bid	24./05/2017 (16.00 Hrs)



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E- TENDERING INSTRUCTION TO APPLICANTS

1 The e-Tender is available on MMTC e-procurement website https://mmtc.eproc.in for online bidding process. For this, Bidder is required to obtain minimum Class III Digital Signature (meant for e-tendering) from any of Certifying Authority recognized by Controller of Certifying Authority (www.cca.gov.in) and have to register with e-procurement portal https://mmtc.eproc.in (a one time activity) independent of each other as given below:

Procedure for Obtaining Digital Certificate

The tenderer should obtain digital certificate to participate in the tender. The procedure for obtaining Digital certificate is given in the web site https://mmtc.eproc.in In case of any difficulty either mail or talk to the Technical Support Engineer, whose contact details are given below.

Procedure for Registering in E-Procurement portal

Further, you have to register with our E-Procurement portal. For registering, please go to https://mmtc.eproc.in and follow the directions. In case of any difficulty either mail or talk to the Technical Support Engineer, whose contact details are given below.

2 For any assistance on e-bidding process, please contact

HELP DESK TIMINGS: 1000 HRS TO 1830 HRS IST				
(MONDAY TO FRIDAY(Exclusions: MMTC HOLIDAYS))				
Contact Nos . +91-124-4302000 for help desk officers				
Dedicated help desk for MMTC				
Name	Email-id	Phone Number		
Pankaj Kumar Verma	Pankaj.verma@c1india.com	+91-9910433177		

- 3. e-tender can be requested from e-tender portal of www.mmtc.eproc.in 04/05/ 2017 to 24 /05/ 2017 (upto 15:00 hrs. IST). Following may be noted:
- a) Registration should be valid at least upto one month after the date of submission of Tender.
- b) E-tender can be submitted only during the validity of their registration.
- c) The amendments / clarifications to the e-tender documents, if any, will be hosted on https://mmtc.eproc.in



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- d) If the Vendor is already registered with e-tendering portal of MMTC Limited and validity of registration is not expired the Vendor is not required to get fresh registration.
- e) Tender Reference No. .
- f) Tender ID -
- g) All other details remaining the same in Tender and no further changes.



touching lives, adding value NIC Building, 4TH Floor, 8, India Exchange Place

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TENDER DOCUMENT FOR SUPPLY AND INSTALLATION OF CEILING MOUNTED CASSETTE TYPE SPLIT AIR-CONDITIONERS

INDEX

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1	BILL OF QUANTITIES	12



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TENDER NOTICE

e-Tenders are invited from reputed and bonafied vendors for Supply & Installation of Ceiling Mounted Cassette Type Split Air Conditioner for Regional Office of MMTC Limited at NIC Building, 4th floor, 8, India Exchange Place, Kolkata – 700 001, in two bids viz. Technical Bid & Financial Bid.

a) Name of Work : Supply & Installation of Ceiling mounted Cassette Type Split Air Conditioner.

b) Address : MMTC Limited, Regional Office, NIC Building, 4th floor, 8, India Exchange Place,

Kolkata 700 001.

c) Estimated Cost : Rs. 15.00 Lac

d) Earnest Money Deposit: Rs. 15,000/- by way of Demand Draft / PO in favour of MMTC Limited,

payable at Kolkata.

e) Time of Completion : 30 Days

Pre- qualification documents as per item no. 2 of index and other contract documents consisting of items 3 to 11 of index will be the part of Technical Bid and Schedule of work / BOQ as per items no. 12 of index will be part of Financial Bid.

- 1. E-Tenders are being called in two bid system. The eligible criteria for participation in the tender process for this project will be as under
 - a) Average Financial Turnover during the last 3 years, ending 31st March 2017 should at least 50% of Estimated cost.
 - b) Experience of having successfully completed similar type of works during last 7 years ending 31st March 2017 shall be as per the following:

(Rs. In lakhs)

Works	Furnishing		
3 Similar Completed Works	40%		
2 Similar Completed Works	50%		
1 Similar Completed Works	80%		

2. The Vendors / Firms are required to submit Job Completion Certificate from Govt. / Public Sector Undertakings; Those who have executed work in Private Sector, they should submit certificate of that Company/Firm having executed similar works along with TDS Certificate.



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- 3. Technical Bid & Bill in Quantities / Financial Bid duly filled in, signed and stamped by the tenderer to be submitted giving the details of Company Profile, Audited Balance Sheet for last 3 years, proof of submission of Income Tax Returns, Banker's Solvency Certificate, PAN No., VAT No., P.Tax No., Trade Licence, Service Tax No., work experience having similar types of Work of Nationalized Bank/PSU/ Corporate Sector/ IT during last 5 years may be submitted at http://www.mmtclimited.com on or before 24/05/2017 (up to 15:00 hrs IST).
- 4. It Should definitely be understood that MMTC Limited does not accept any responsibility for the correctness or completeness of this schedule and this schedule is liable to alteration by the authorized representative of MMTC Limited.
- 5. The interested candidate can download from MMTC Limited portal http://www.mmtclimited.com from 04/05/2017 to 24/05/.2017 (up to 15:00 hrs.)
- 6. The Work will be in accordance with the drawing & explanation in BOQ. The rates quoted in the tender shall be for finished work at site and shall include all charges for VAT & other taxes applicable, only Service Tax will be paid separately.
- 7. The tenderer is advised to visit and inspect the site of work before tendering and get himself acquainted regarding availability of materials and labour and other local condition. The work shall be completed within 30 days time from the date of handing over of the site. No extension of the time shall be granted without any valid reason.
- 8. The tenderer shall keep the tender open for acceptance for at least 3 months (90 days) from the date of opening of tender. MMTC Limited reserves the right either to accept or reject any or all tenders received without assigning any reason whatsoever for the same. The tenderer will be duly informed of the result by post within 3 months from the date of receipt of the tenders.
- 9. Earnest money amounting to **Rs. 15,000/- (Rupees fifteen thousand only)** in the form of Demand Draft in favour of MMTC Limited payable at Kolkata or in the form of CDR must accompany each Technical Bid of tender and each tender is to be in a sealed cover, super scribed "Bid Security / Earnest Money" for work of Supply & Installation of Cassette Type Ceiling Mounted Air Conditioner for MMTC Limited, Regional Office, at NIC Building, 4th floor, 8, India Exchange Place, Kolkata 700 001 before 15.00.hrs. on 24/05/ 2017. The scan copy of the Earnest Money should be submitted with e-tender document.
- 10. The "E-Technical Bid" shall be opened at Regional Office, NIC Building, 4th floor, 8, India Exchange Place, Kolkata 700 001 at 16.00 hours on 24/05/2017 in presence of the tenderers or their authorized representative.
- 11. The "E-Financial Bid" only of the eligible contractors who satisfy pre-qualification criteria will be opened on a separate date and time to be intimated to the successful tenderers. Financial Bid of other Tenderers who failed to quality to be returned unopened.



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- 12. The tenderer whose tender is accepted will be required to sign an agreement for due fulfillment of contract within 7 days of acceptance of tender.
- 13. Successful tenderer is required to deposit 2% of the accepted value of his tender less earnest money deposit within 5 days. Alternately, a Bank guarantee of like amount valid for 6 (Six) months from a schedule Bank may be furnished which will FORM initial security deposit for the work.

Date:

CHIEF MANAGER (P & A)
MMTC Limited.

Email: sbsethi@mmtclimited.com

GENERAL CONDITION OF CONTRACT

1) <u>INTERPRETATION</u>:

In construing these conditions, the specifications, the schedule of quantities, tender and agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires:

- a) Company: The terms company shall denote MMTC Limited with their Regional Office at NIC Building, 4th floor, 8, India Exchange Place, Kolkata -700 001, and any of its Company's representative authorized on their behalf.
- b) Vendor: The term Vendor shall mean (Name and address of the Vendor) and his / their heirs, legal representatives, assigns and successors,
- c) Site :The site shall mean the site where the works are to be executed as detailed in the scope of work/ services.
- d) 'The works' shall mean the work or works to be executed as detailed in the scope of works/ services.
- e) 'Act of insolvency' shall mean any act as such as defined by the Presidency Towns Insolvency Act or in Provincial Insolvency Act or any amending statutes.
- f) 'The Schedule of quantities' shall mean the schedule of quantities as specified and forming part of this contract.
- g) 'Priced schedule of quantities' shall mean the schedule of quantities duly priced with the accepted quoted rates of the contractor.

2. SCOPE:

The work consists of Supply & Installation of Ceiling Mounted Cassette Type Split Air Conditioner for Regional Office of MMTC Limited at NIC Building, 4th floor, 8, India Exchange Place, Kolkata – 700 001 in accordance with the scope/specifications of work and schedule of quantities and as directed by Company's Architects.

3. TENDERER SHALL VISIT THE SITE:

Intending tenderer shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the works, facilities of transport condition, effective labour and materials, access and storage for materials and removal of rubbish. The tenderer shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties including police restriction for transport etc., for proper execution of work. The successful tenderer will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the Company might be deemed to have reasonably been inferred to be so existing before commencement of work.

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4. ARBITRATION:

- a. If any dispute or difference of any kind arises between MMTC Limited and the bidder(s) in connection with or relating to the tender, the parties shall first make every effort to resolve the same amicably by mutual consultations.
- b. Any dispute or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration by a sole Arbitrator to be nominated by Chairman and Managing Director (CMD) of MMTC. The provision of Arbitration and Conciliation Act, 1996 shall apply to such arbitration proceeding. The place or arbitration shall be in Kolkata only.

TENDERS:

The entire set of e-tender issued to the tenderer should be submitted fully priced and also Digital signed on the last page together with initials & seal on every page. Initials/ signature will indicate the acceptance of the e-tender by the tenderer.

The schedule of quantities shall be filled in as follows:

- a) The 'Rate' column to be legibly filled in ink in both English figures and English words.
- b) Amount column to be filled in English figures in both, each items and the amount for each sub head as detailed in the 'Schedule of quantities'.
- c) All corrections are to be initialed.
- d) The 'Rate Column' for alternative items shall be filled up.
- e) The 'amount' column for alternative items of which the quantities are not mentioned shall not be filled up.

Modifications, writings or corrections can be made in the tender papers by the tenderer, but may offer his comments or modifications duly authenticated, in a separate sheet of paper, attached to the original tender papers.

The Company reserves the right to reject the lowest or any tender and also to discharge any or all the tenders for each section or to split up and distribute any item of work to any specialist firm or firms, without assigning any reason.

The tenderers should note that the tender is strictly on the item rate basis and their attention is drawn to the fact that the rates for each and every item should be correct, workable and self-supporting. If called upon by the employer detailed analysis of any or all the rates shall be submitted. The Company shall not be bound to recognise the contractor's analysis.

The tenderer shall note that his tender shall remain open for consideration for a period of 90 days from the date of opening of the tender.



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The quantities shown in the schedule of quantities are approximate and any variation therein should not vitiate the contract. Similarly, if any additional or substituted items of work are required to execute, the contractor should provide the same. The rates of such items are to be certified by Company as reasonable would be binding on the contractor. Company also reserves the right to delete any item or part thereof. Company reserve the right to execute only a part or the whole or any excess thereof without assigning any reason therefore. Period of completion of work is 30 days after 7 days of issue of work order or the date of handing over site, whichever is earlier.

6. EARNEST MONEY AND SECURITY DEPOSIT:

The tenderer will have to deposit 1% of Quoted amount in the form of Bank Draft drawn in favour of MMTC Limited payable at Kolkata at the time of submission of tender as an Earnest Money. The Company is not liable to pay any interest on the Earnest Money. The Earnest Money of the unsuccessful tenderers will be refunded without any interest soon after the decision to award the work is taken or after the expiry of the validity period of the tender.

The successful tenderer to whom the contract is awarded will have to deposit further 1% as Security Deposit (SD) make up 2% of Initial security deposit the value of the accepted tender including the Earnest Money Deposit. The Initial Security Deposit will have to be made within 7days from the date of acceptance of tender, failing which the Company at his discretion may revoke the letter of acceptance and forfeit the Earnest Money Deposit furnished along with the tender.

No variations from specifications would be allowed without prior consent of the Company.

Contractor should take all precautionary measures, steps as per standard practice so that no accident and damage occurs to their workmen. Company will not be responsible for any such accident, damage to their workmen. Contractor should follow all statutory rules such as Minimum wages Act, EPF Rules Act prevailing at the time of execution of work and obtain necessary permission/ license as required time to time.

Any damage caused by contractor's workmen to walls, ceiling, floor or existing fixtures etc. in the premises would be made good by the contractors at their cost.

The contractors should make arrangements for storage of material, tools and equipment, etc. at their own and Company would not bear any expenses on this account.

All rubbish and superfluous materials should be disposed of at the place earmarked by the Local Municipal authorities and other materials/ tools / equipment used for the work should be removed from the site and area should be cleaned at contractor's cost after completion of work and prior to submission of final bills.

Any material found defective by the Company during or after execution of work would be removed from site by the firm and such material would not be reused in this work.

In case of extremely unsatisfactory execution, incompetence, bad workmanship, use of material officially rejected by the Company or similar circumstances, the Company will reserve the right to terminate this contract with the firm and engage separate agencies for completing the work.



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7. COMPLETION SCHEDULE

- a. The contractor will ensure completion of work in all respects within 30 days from the date of handing over the site or the 15 day from the date of issue of Commencement Order, whichever is earlier.
- b. Without prejudice to the rights for MMTC Limited shall be entitled to recover from the contractor, liquidated damages at 1% of total work order value, per week or part thereof for the delay if any on account of reasons attributable to the contractor.

8. TIME EXTENSIONS

If the contractor does not complete the work within the prescribed time limit given in the work order, the MMTC LIMITED may give from time to time such extension of time without prejudice to the MMTC Limited's right to recover liquidated damages as per the terms and conditions applicable.

8. PAYMENTS:

No advance payment will be paid to the contractors during commencement of work, bill will be settled within one month after completion of work. Water/ Electricity as available at site will be provided by Company. 10% of the bill value will be retained for three months as caution money and the said amount will be released on satisfactorily completion of work.

9. ESCALATION:

The rates quoted by the contractor & accepted by the Company shall be firm throughout the tenure of the contract (including extension of time, if any, granted) and will not be subjected to any fluctuation due to increase in cost of materials, labour, Vat, Service Tax, Sales Tax, Octori, etc. unless specifically provided in these documents. Employer is not concerned with any rise or fall in the prices of any materials / labour. The rates quoted shall take all facts into account.

The decision of the General Manager, MMTC Limited, Regional Office, shall be final and binding, if any, disputes or differences pertaining to the contract arises.



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GENERAL TECHNICAL SPECIFICATION

Canacity	Cooling Consoity	Btu/hr	4800	
Capacity	Cooling Capacity	W	14064	
	Power Supply	V, Ph, Hz	380/415V, 3P, 50Hz	
Electrical Data	Input Current	Α	8.5	
	Power Input Cooling	W	5000	
	Air Circulation	CFM	1306/1165/1060	
	EER (Cooling)	Btu/hr/W	9.60	
Performance	Moisture Removal Rate	l/hr	5.4	
	Indoor Noise Level	Db A + 1	43/40/37	
	Outdoor Noise Level	Db A + 1	58	
Controller	Room Sensor	Туре	Thermistor	
Controller	Temp set range		18~30	
Pipe length / Evevation	Standard	m/m	7.5/5.0	
Max Pipe length / Max Evevation		m/m	30/15	

Signature of the Vendor with seal.

AN UNDERTAKING TO BE SIGNED BY THE VENDOR

TO
THE CHIEF MANAGER (P & A)
MMTC LIMITED
REGIONAL OFFICE
NIC BUILDING, 4TH FLOOR,
8, INDIA EXCHANGE PLACE
KOLKATA – 700 001

Dear Sir.

Having examined the tender document thoroughly including instructions to Tenderers, conditions of Contract, Technical specifications, mode of Payment, Schedule of Contract, Quantities, Drawings, other schedules and Annexure, etc, (everything mentioned in the tender document), for execution of above mentioned jobs, We the undersigned offer to execute and complete the above works, if we are awarded the job

- 1) We undertake, if our Tender is accepted, to commence the works within seven days of issue of acceptance letter to commence and to complete the whole works comprised in the contract within the stipulated time period as mentioned in the Tender document
- 2) If our tender is accepted, we will furnish the Security Deposit as per the terms and conditions mentioned in the Tender Document
- 3) Unless and until an agreement is prepared and executed, the Tender together with your written acceptance thereof, shall constitute a binding Contract between us, but without prejudice to your right to withdraw such acceptance.
- 4) We understand that you are not bound to accept the lowest or any tender you may receive.
- 5) We hereby agree and accept all the terms and conditions mentioned in the tender document. We also agree to abide by and fulfill all the terms and provisions of the conditions of the contract, and in default thereof to pay to the sums of money mentioned in the said conditions.

Seal:	(Signature of the Vendor)
Date	

FINANCIAL BID

SUPPLY AND INSTALLATION OF CEILING MOUNTED CASSETTE TYPE SPLIT AIR-CONDITIONERS

SL.	DESCRIPTION				
NO.	5 3 3 3 3 3 3 3 3 3 3	QTY	UNIT	RATE	AMOUNT
	DESCRIPTION				
	4 Tr. Cassette Air-conditioning unit with twin				
	Rotary compressor with Energy Efficiency Ratio				
	(EER) of 9.60 (Btu/hr/W). High Air circulation of Indoor Unit: upto 1306 cfm. BLDC motor having				
	Low Indoor Noise Level : 37~43 (db A). Maximum				
	pipe length upto 30 Mtr. & max. Vertical height				
	upto 15 mtr. Equipped with "HP" switch to				
	ensure safe operation of unit.				
	MAKE:O GENERAL/MITSHUBHISHI HEAVY/LG				
	-				
PART	- A - EQUIPMENT :				
1	4 Tr. Cassette Air-conditioning unit with twin				
	Rotary compressor with Energy Efficiency Ratio				
	(EER) of 9.60 (Btu/hr/W). High Air circulation of				
	Indoor Unit: upto 1306 cfm. BLDC motor having				
	Low Indoor Noise Level: 37~43 (db A). Maximum pipe length upto 30 Mtr. & max. Vertical height				
	upto 15 mtr. Equipped with "HP" switch to				
	ensure safe operation of unit.	40	l		
	·	10	Nos.		
			<u> </u>		
	TOTAL OF PART A EQUIPM	IENT =	1		
	D. LOW CIDE INSTALLATION				
PART	- B - LOW SIDE INSTALLATION :				
1	Installation Testing and Commissioning of Calling				
	Installation, Testing and Commissioning of Ceiling mounted, Cassette type Split Air-conditioner of 4				
	Ton capacity.				
	- Company :	10	Nos.		
	Draviding and fiving of standard govern				
2	Providing and fixing of standard gauge Copper Refrigeration Piping with 13mm nitrial tube with				
	insulation etc. complete				
		300	Rmt		
	Descripting and fiving of suitable DVO Due!				
3	Providing and fixing of suitable PVC Drainage pipe, 32 mm dia and standard gauge all				
	complete.	300	Rmt		
4	Providing and fixing of standard sized MS				
	stand for fixing outdoor unit (weight				
	approximately 50 kg)	10	Nos.		
5	Electrical Control Cabiling (4C x 1.5 Copper)	220	Rmt.		
		220	ixiiit.		1

RUPEES IN WORD =					
	т	OTAL VA	LUE (PART	T-A + PART-B) =	
	TOTAL OF PA	ART B LO	W SIDE IN	NSTALLATION =	
7	Providing and fixing of 4 mm 4 core copper electric cable (wire) of ISI make for internal electric connection	320	Rmt.		
6	Breaking of existing false ceiling for the purpose of installation of ceiling mounted cassette tyoe Airconditioners, including making good the false ceiling as per the existing the design and pattern of false ceiling (including repairing/ patch up works, finishing, painting etc. up to the satisfaction of the site in-charge.	1	Lot		

Place:

Date: