

National Centre for Sustainable Coastal Management
Ministry of Environment, Forest & Climate Change, Govt. of India
Anna University Campus, Chennai 600025.

**ANALYSIS OF THE COMPLETE
HVAC SYSTEM, INCLUDING
TESTING / INSPECTION**

1. INTRODUCTION

- a) National Centre for Sustainable Coastal Management (NCSCM) is an institution under the Ministry of Environment Forest and Climate Change Government of India. NCSCM is located in Anna University Campus, Chennai-600025. NCSCM is involved in research activities along the coastal areas of India.
- b) The purpose of this Expression of Interest is to seek the services of an experienced Individual for analysis of the complete HVAC system, including testing/ inspection.
- c) The objective of this document is to provide indicative information about the scope and objective of this activity.

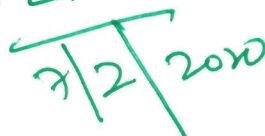
2. NOTICE INVITING EOI

- a) The NCSCM invites expression of interest from experienced Individuals desirous of and having proven track record of having conducted similar work.
- b) Interested individuals who meet the criteria may furnish their Expressions of Interest with all the necessary documents in sealed covers along with the covering letters duly signed by the authorized signatories.
- c) The Expressions of Interest must reach on or before **11 A.M. of 18.02.2020** at the following address:
The Director
National Centre for Sustainable Coastal Management,
Anna University Campus, Chennai-600025, Tamil Nadu
- d) The EOIs submitted by telegram / fax / e-mail, etc. shall not be considered.
- e) NCSCM shall not be responsible for any postal delay or non-receipt / non-delivery of the documents. No further correspondence on the subject will be entertained.
- f) Any amendment / modification shall be issued through corrigendum only and the same will be hosted in the office website www.ncscm.res.in only. The interested applicants are requested to check the same in the website only.
- g) The offers shall remain valid at least for a period of 90 (ninety) days from the last date of submission of Eols.

With regards,


DIRECTOR, NCSCM





3. CRITICAL INFORMATION

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

Sl. No.	Information	Details
1.	EOI No. and Date	NCSCM / HVAC-Analysis / 2020 Date: 05/02/2020
2.	Last Date and Time for submission of EOI	18.02.2020, 11 A.M.
3.	Address at which proposal in response to EOI is to be submitted	The Director National Centre for Sustainable Coastal Management, Anna University Campus, Chennai-600025, Tamil Nadu
4.	Date and Time of opening of EOIs	18.02.2020, 11.30 A.M.

4. ELIGIBILITY CRITERIA

The interested applicants shall have to comply to the following criteria to participate in the tendering process –

- a) Should have his/ her registered/ operating office in Chennai.
- b) Should have at least 3 years of experience as on 31.12.2019 in similar work.
- c) Should have carried out similar assignments during any or all of the last 3 years i.e. 1st January, 2017 to 31st December, 2019.

5. SCOPE OF WORK

Analysis of the complete HVAC system, including testing / inspection of all the equipments and submitting the report thereon for the goodness of below -

I. AHU / CSU / HRW

- i) Checking the running condition of AHU (2 nos.) / CSU (29 nos.) / HRW (2 nos.).
- ii) Checking the running condition of AHU/CSU belt, Actuator, Valve inlet & outlet, Pressure gauge, Thermometer, Motor noise, Blower noise, Filter condition, Drain line, Electrical conductor, Control, OLR, Push button.

II. Primary Pumps (3 nos.)

- i) Pump bearing
- ii) Motor bearing
- iii) Seal leak checking
- iv) Starter panel, OLR, controls, Cable, Ammeter, Voltmeter, Indicator and Push button

III. Secondary Pumps (3 nos.)

- i) VFD
- ii) Pump bearing
- iii) Motor bearing
- v) Seal leak checking
- vi) Starter panel, OLR, Controls, Cable, Ammeter, Voltmeter, Indicator and Push button

IV. Cooling Tower (2 nos.)

- i) Cooling Tower: make up valve, float & nozzle checking
- ii) Inlet, outlet valve, water balancing level checking

V. A/C Units

Testing / inspecting of Cassette (7 nos.), Split (6 nos.), FCU (10 nos.) and Precision (2 nos.)

VI. Ventilation Units / Fresh Air Fans (7 nos.) / Exhaust Fans (8 nos.)

Belt, Motor noise, Blower noise, Filter condition, Bearing conditions, Flow of air, Electrical conductor, Control, OLR, Push button

6. FEES

- a) Fees shall be quoted in Indian Rupees only.
- b) Fees shall be quoted in the Price Bid Format as at **Annexure I**.
- c) The agreed fees shall be fixed for the entire assignment.

7. EVALUATION

Total Fees Excluding GST (A) as in the Price Bid at Annexure I shall be taken into consideration for evaluation.

8. AWARD OF CONTRACT

- a) Contract shall be awarded to the individual whose proposal will be determined to be substantially responsive and who has offered the lowest evaluated price.
- b) Any effort by an applicant to influence NCSCM in its decision on evaluation or award of contract may result in rejection of the offer of the applicant.
- c) Notwithstanding the above, NCSCM reserves the right to accept any or all Eols and to cancel the bidding process at any time prior to the award of contract.
- d) The successful applicant shall not disclose any information related to NCSCM without the prior consent of the NCSCM officials.
- e) Any legal dispute arising out of this is subject to Chennai jurisdiction only.

9. COMPLETION OF ASSIGNMENT/ SUBMISSION OF REPORT

Completion of the entire assignment and submission of report thereon must be done within 1 (one) month from the date of issue of Work Order.

10. SUBMISSION OF EOI

The Eol shall be submitted in a single sealed envelope and super scribed as "Eol for Analysis of the complete HVAC system, including testing / inspection" and EOI No. NCSCM/ HVAC-Analysis / 2020 dated 05/02/2020. This envelope should contain signed hard copy of Eol along with the supporting documents in proof of the eligibility criteria as mentioned at Para 4 above.

11. EOI PREPARATION COST AND RELATED ISSUES

- a) The applicant is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in preparation of Eol, participation in meetings/ discussions. The NCSCM in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the Eol process.
- b) This Eol does not commit NCSCM to award a contract or to engage in negotiations. Further, no reimbursable cost should be incurred in anticipation of award or for preparing this Eol.
- c) All materials submitted by the applicant shall become the property of NCSCM.

Annexure I

PRICE BID

Sl. No.	Particulars	Fees (Excluding GST) (Rs.)
1	2	3
1.	Analysis of the complete HVAC system, including testing / inspection of all the equipments and submitting the report thereon	
Total Fees Excluding GST (A)		
GST (-----%) (B)		
Total Fees including GST (C=A + B)		

Total Fees Excluding GST (in Words):

(Rupees) only.

Note

If there is a discrepancy between words and figures, the amount in words shall prevail.