**INVITATION OF QUOTATION**

1. Regional office, Central Silk Board, Ministry of Textiles, Govt. of India, Kolkata, West Bengal, invites quotations from authorized service providers for offering lowest rate of Comprehensive (including Spares) Annual Maintenance Contract for 13 Nos. Split Air Conditioner Machine (1.5 Ton Voltas Make) Purchased on 5 Nos. in 2007, 6 Nos. in 2011 & 2 Nos. in 2014.

   Last date for submission of quotation : 15.05.2020 (up to 2.00 P.M.)
   Date of opening : 15-05-2020 (at 3.00 P.M.)

2. Interested Service provider may obtain further information and may inspect the AC's at the Regional Office, Central Silk Board, 15, Gariahat Road(South), Dhakuria, Kolkata-31 Office on any working days between 10.00 AM to 5.00 PM.

3. The quotations shall be duly filled in and signed by the Service provider and shall be addressed in a sealed cover to the office of the Deputy Secretary(Tech.), Regional Office, Central Silk Board, Ministry of Textiles, Govt. of India, 15, Gariahat Road(South), Dhakuria, Kolkata-700 031, West Bengal so as to reach on or before the date and time specified above.

4. The quotations will be opened on the same day i.e. on the date and time specified above, in the presence of those quotationers or representatives who may be present at the time of opening of quotations in the office of Regional Office, Central Silk Board, Kolkata.

5. The rates quoted by the quotationers/tenderers shall remain valid for a period of 120 days and extendable upto a period of 180 days from the date of opening of the offer as mentioned above.

6. Rate should be quoted including of all taxes etc.

7. Payment will be released on quarterly basis in advance.

8. Comprehensive maintenance including Compressor, Motor repairing, Gas charging, Every spare parts changing.

9. Yearly 6 services to be given 1) Dry Servicing One, one during non working period of the year and rest 4 during working period ii) Wet Servicing I will be provided during on set of summer (i.e. after winter season) in every break down call to be attended within 24 hrs.

10. All documents to be submitted with the quotation paper i.e. Trade license, Valid Professional tax, Pan Valid Service Tax EPF registration, ESI Registration , VAT/GST registration. Similar type of work order executed to other offices.

11. All taxes as applicable will be deducted at source.

12. Duration of the Contract: The contract will be valid for a period of minimum of one year. However, if services are not found satisfactory during the said period the contract will be terminated any time by giving one month notice. The contract may be extended for further one year on same rates.

13. The quotation documents are not transferable.

14. The Deputy Secretary(Tech.), Regional Office, Central Silk Board, Kolkata or his authorized officer reserves the right to accept or reject any or all quotations without assigning any reasons thereof.

[ Signature ]

[ Jee. K. Samanta ]

Upp. Siddhant(To): Deputy Secretary(Tech.)
Copy to: (1) Notice Board, RO, CSB, Kolkata.

(2) The Member Secretary, Central Silk Board, Bangalore for favour of kind information. This has a reference to C.O. letter No.CSB-18[1]2004/Admin, dated 03-03-2020 and requested (Computer Section) to float invitation of quotation on website, CSB, Bangalore.

[ जी. के. सामन्त/ G.K. SAMANTA]
उप सचिव(तक.)/Deputy Secretary(Tech.)