

HIGH COURT FOR THE STATE OF TELANGANA AT HYDERABAD

TENDER NOTIFICATION

ROC.No. 724 /2026/J.SPL.(BUILDINGS)

Dt: 12.08.2026.

Sealed tenders are invited for award of Annual Maintenance Contract in respect of 188 numbers of 1.5/2.0 TR Split/Tower/Cassette model air-conditioner units (@ per unit rate) installed at the official residences of the Hon'ble Chief Justice and Hon'ble Judges of the High Court for the State of Telangana from the date of agreement.

Annual Maintenance Contract service (AMC) shall mean Full Servicing including repair, replacement and upkeep of the Air Conditioners installed in the High Court premises without any extra cost and expenses.

The intending bidders shall submit their quotations in a sealed cover with Certificate of Registration, License and entire track record or any other relevant documents to the undersigned on or before 15.09.2026 (upto 5.00 p.m.). The quotations received after the due date and time will not be entertained. The rates should be quoted exclusive of applicable taxes like GST etc., by specifying their percentages.

TERMS AND CONDITIONS

- 1) The interested firm should have minimum experience of 8/10 years in the similar field, having well established servicing facility at Hyderabad.
- 2) Experience of successfully carrying out similar kind of air conditioning and Annual Maintenance Contract Work.
- 3) Certificate in support of experience for having undertaken this kind of business along with list of organizations as to where the Agency is currently providing/has provided Annual Maintenance Contract work of split air conditioners.
- 4) The successful bidder has to attend to:
 - i. Routine servicing to air-conditioner units once in a month. Breakdown services including replacement of spare parts to the air-conditioner units.

ii. All spare parts of respective and corresponding brands only shall be replaced/repaired at free of cost during the AMC period at any breakdowns and replacement like a) Compressor b) Fan motor c) PCB and connected MCB's d) Refrigerant Gas charging e) Magnet switch f) Transformers g) Device Control h) Condenser and evaporator coils, drain pipes etc., which-ever is required, under intimation to the Officer I/c of the Registry.

iii. Removal and re-fixing of air-conditioner unit (either outdoor or indoor) in the bungalow from one place to another by filling gas, if necessary, at extra cost which has also to be quoted separately in the tender.

5) The Agency has to inspect and do routine servicing of the air conditioner units once in a month and report to the Registrar (Management) about the condition of the air conditioner units.

6) The Compressor which is existing and if requires to be replaced will have to be replaced with new compressors of same make when they fail.

7) The Agency has to maintain a Service Register for each AC unit in respect of repairs undertaken to each AC unit, duly countersigned by the officer in-charge of the Registry.

8) The Agency has to depute one qualified in-house air-conditioner technician and one helper on regular basis every day for attending day to day complaints, breakdown of air conditioners immediately.

9) The Agency has to attend the complaint within 3 hours of receipt of the complaint and rectify the same.

10) The Agency shall hand over the air-conditioner units in good working condition after expiry of the Annual Maintenance Contract period.

11) The Agency shall not sub-let/entrust the work of maintenance to any other agency.

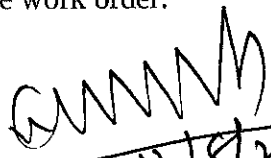
12) If necessary, the Agency can take the air-conditioner unit to the workshop for repairs, on express permission of the High Court and the Agency is responsible for any damage which occurs as a result of transportation of the equipment from the official residences of the Hon'ble Judges to the workshop and back from work shop. In case of any delay in repairing the Air Conditioner unit, the Agency shall arrange suitable stand by in the High Court.

13) The High Court reserves the right to terminate the contract, without assigning any reason.

14) If the Agency intends to withdraw from the contract, it shall give atleast one month's advance notice, as otherwise, the High Court reserves the right to claim damages from the agency.

15) The Agency should furnish PAN and must have Goods and Service Tax (GST) Registration and other statutory requirements, if any as applicable.

16) The Agency has to execute an agreement immediately after receipt of the work order.


12/6/2024
REGISTRAR (OSD)