

Punjab State e-Governance Society

Plot no. D-241, Industrial Area, Phase-8B, Sector-74, SAS Nagar (Mohali)

No: DGR-AMC/5/2026/DGR-Punjab/E-124435/

1. Notice inviting tender

Government of Punjab

RFP Reference Number: PSeGS/DGG&IT/Finance/2026/ e-951901/-

DGG&IT (Department of Good Governance and Information Technology) / Punjab State e Governance Society invites online bids from reputed and authorized Air Conditioning firms/agencies for Procurement, Repair, Servicing and Installation of Air Conditioning Systems installed in DGR Building, Chandigarh/Mohali.

The tender includes procurement of new Air Conditioners and repair/maintenance of existing AC systems as per the scope of work mentioned below.

Closing date and time is 22-7-2026 AT 2.00 PM. For details log on to <https://dit.punjab.gov.in/> and <https://eproc.punjab.gov.in/>.

2. Document control sheet

SN	Particulars	Details
1.	Document reference number	PSeGS/DGG&IT/Finance/2026/ e-951901
2.	Date & time for the start of sale of e-tender	10-07-2026
3.	Date and time for submission of queries through email	13-07-2026 AT 11 P.M
4.	Date and time for pre-bid meeting	15-07-2026 AT 5 PM
5.	Date and time for submission of bids	22-07-2026 AT 2 PM
6.	Date and time of opening of pre-qualification bids	23-07-2026 AT 11 AM
7.	Date of opening of technical bids	To be intimated later
8.	Date of opening of financial bids	To be intimated later
9.	Address for communication	Department of Good Governance and Information Technology, Plot D-241, Industrial Area, Phase – 8B, Sector – 74, Mohali – 160071
10.	Cost of tender document & mode of payment	Rs. 1,000/- (Rs. One Thousand only) through online mode.
11.	Earnest Money Deposit (EMD) through online mode	EMD will be Rs. 20,000/-
12.	Contact details	Sh. Charanjit Singh (GM-Finance) Email: psegs.finance@punjab.gov.in
13.	Website for tender reference	https://dit.punjab.gov.in/ and https://eproc.punjab.gov.in/
14.	Selection Method	Least Cost Selection (L1)

3. Scope of Work

The successful bidder shall carry out the following works:

A. Procurement of New AC Units:-

- Split AC 1.0 Ton- AC 1 No
- 8.5 Ton Duct AC - 1 No

Related accessories including copper piping, wiring, gas charging, nitrogen testing, dryers, crane charges, insulation etc.

All supplied items shall be:

Brand new

Genuine and unused

Energy efficient minimum 3 star

From reputed brands such as Hitachi, Blue Star, Carrier, Daikin, Voltas or equivalent brands.

B. Repair and Maintenance Work

Sr No	Particulars	No of Units
1	Fan motor of 8.5 Ton AC	2 No
2	Compressor AC 2 Ton	1 no
3	Capplry Filters Change 1.5 Ton AC	1 No
4	Dryers Change 8.5 Ton AC	2 No
5	Air Condition Cassette AC	1 No
6	Filling of Nitrogen : 8.5 Ton AC	2 No
	: 2 Ton AC	2 No
7	Air Condition Gas Charges: 8.5 Ton AC	6 No
	: 2 Ton AC	2 No
	: 1.5 Ton AC	1 No

The Party shall visit the office premises and assess the work before quoting the price. No deviation/dispute shall be accepted at any later stage.

The work shall be completed satisfactorily and in operational condition.

4. Eligibility Criteria

The bidder must fulfil the following conditions:

- The firm/company should have minimum 5 years' experience in the field of Air Conditioning works.
- The bidder must be an Authorized Dealer/Service Provider of reputed AC brands such as: Hitachi Blue Star Carrier Daikin Voltas or equivalent brands.
- Average Annual Turnover of the firm during the last three financial years should not be less than Rs. 20 Lakhs. Chartered Accountant Certificate to be enclosed.
- The bidder must possess: Valid GST Number ,PAN Number
- Service Centre/Office of the bidder must be located in Tricity area i.e. Chandigarh, Mohali or Panchkula.
- The bidder should not have been blacklisted/debarred by any Government Department/PSU/Autonomous Body.

- The bidder must submit documentary proof regarding:
 - Experience
 - Authorization certificate
 - GST
 - PAN
 - Turnover certificate/CA certificate

5. Earnest Money Deposit (EMD)

- The bidder shall submit an Earnest Money Deposit (EMD) of Rs. 20,000/- in the form of Demand Draft/ RTGS ; Detail of Account is as under :-

Name of the Account : Punjab state e Governance Society
Saving Account number: 4425000105090736
IFSC Code : PUNB0442500
Bank Address : Sector 8 Chandigarh

- Punjab State e-Governance Society payable at Mohali.
- The EMD of unsuccessful bidders shall be refunded without interest.

6. Performance Bank Guarantee (PBG)

- The successful bidder shall submit a Performance Bank Guarantee equal to 10% of the total tender value valid for a period of 12 months from the date of completion of work.

7. L-1 Criteria

The bidder quoting the lowest combined rates for:

Procurement of New AC Units, and

Repair/Maintenance Works

shall be considered as the L-1 bidder.

The comparative evaluation shall be done on the total combined amount quoted by the bidder.

8. Warranty

- Minimum warranty of 1 year shall be provided on repair works.
- OEM warranty applicable on newly supplied AC units/compressors shall be provided.
- Any defect noticed during warranty period shall be rectified by the vendor without any additional cost.

9. Completion Period

- The complete work shall be completed within 15 days from issuance of work order.

10. Payment Terms

- No advance payment shall be made.
- Payment shall be released after:
 - satisfactory completion of work,
 - submission of bills,
 - Verification by concerned officer.
- Applicable deductions/taxes shall be made as per Government norms.

11. Inspection & Acceptance

- The decision of the competent authority regarding quality and satisfactory completion shall be final and binding.

12. Rights of the Department

- Punjab State e-Governance Society reserves the right to:
 - accept or reject any or all bids,
 - cancel the tender process without assigning any reason,
 - Increase/decrease the quantity of work/items up to 25% of price value of tender

13. Documents Required

- The bidder shall submit self-attested copies of:
 - GST Registration Certificate
 - PAN Card
 - Experience Certificates
 - Authorization Certificate from OEM
 - Turnover Proof/CA Certificate
 - Office Address Proof in Tricity
 - EMD Proof
 - Undertaking regarding non-blacklisting

14. **Financial Bid**

Sr No	Particulars	Price including GST
1	Procurement of New Air Condition in DGR Building with installation charges	
2	Repair of Existing AC system in DGR Building	
	Total Amount	

- L-1 to be decided on total combined amount quoted by vendor.
- Complete inclusive rates of labour, material, transportation, installation, testing etc.
- No hidden charges shall be allowed.

15. **Address for Submission of Tender**

Punjab State e-Governance Society (PSeGS)

Plot No. D-241, Industrial Area,

Phase-VIII, Sector-74, Mohali, Punjab.

16. **UNDERTAKING BY BIDDER**

1. I have personally visit the site before quoting the price
2. I/We hereby certify that all terms and conditions of the tender are acceptable to us and the information furnished is true and correct.

Signature of Authorized Signatory

Name: _____

Designation: _____

Firm Name: _____

Date: _____