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**THE ORISSA MINERALS DEVELOPMENT COMPANY LIMITED**  
**(A Govt. of India Enterprise)**  
**P.O. Thakurani, Via-Barbil-758035. Dist.-Keonjhar (Orissa)**  
**Telephone No.: 06767-275530, 275058, 276131**  
**Head Office:Ground Floor-271, BidyutMarg, Unit-IV, ShastriNagar,**  
**Bhubaneswar-1 (Odisha)**

TENDER NOTICE NO. – OMDC/Elect./T/26-27/001

DATE: 01.04.2026

INVITATION OF QUOTATION FOR PROVIDING AMC OF AIR CONDITIONERS AT OMDC MINES, THAKURANI.

1. Sealed tenders are invited in the prescribed format from the reputed agency/ firm having to date PAN/Service Tax Registration No. for "Providing AMC of Air Conditioners" at OMDC, Thakurani.
2. Place, date & time for submission of bid: Office of Manager (Store)-I/C, OMDC, AT/PO OMDC, Thakurani, Via-Barbil, Dist-Keonjhar, State-Odisha on or before 08.04.2026 up to 3.00 PM.
3. Place, date & time for opening of bid: Office of store-I/C, OMDC, AT/PO-Thakurani, Via-Barbil, Dist. Keonjhar, State-Odisha on or before-08.04.2026 up to 3.30 PM.
4. The details of items to be managed during the AMC of AC are below:

Sl.No.	Particulars	Specification	Quantity in Nos.
1	Air Conditioner (A.C)	1.5 ton Split type air conditioner	12
2		1.5 ton Window type air conditioner	19
Total			31

5. Scope of Service

- Servicing of 31 nos. A.C. Machines at OMDC mines office with water and air-2 times for Window type A.C & 3 times for split type A.C. during the tenure of contract.
- Replacement of small components like capacitors, relay & swing motors etc as & when required.
- Partial Gas filling of A.C. Machines as & when required.
- Attending Breakdown Maintenance as and when required immediately. Non-attending beyond 24 hours would attract a penalty @ Rs. 100/- per day per machine till it is attended.
- Service would also include the following-
  - Checking of electrical connections.
  - Checking of cooling efficiency.
  - Cleaning of blower and condenser fan.
  - Cleaning of air filter, evaporator and condenser coils.
  - Repairing of remote sets, etc.

6. Bid Price

- a) The contract shall be for the full quantity as described above.
- b) Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.
- c) All duties, taxes and other levies payable components shall be included in the total price.

**7. Evaluation Tender:**

The evaluation and comparison of the quotations will be determined to be substantially responsive i.e. which are:-

- properly signed; and
- Confirm to the terms and conditions, and specifications
- Filled in the Indian Currency.

**8. Eligibility Criteria of the Bidder:**

- a) The firm should be registered under GST. (Proof to be enclosed)
- b) Attested photocopies of PAN Number (Proof to be enclosed)
- c) Price Bid in the prescribed format (Annexure-1) duly signed and sealed in each page
- d) The agency must submit the completed work order of at least two similar assignment within 2 years as on 31st March 2026 (Proof to be enclosed)
- e) Earnest Money Deposit (EMD) of Rs. 1,380.00 (Rupees One thousand Three Hundred & Eighty only) in shape of Demand Draft/Bankers Cheque/Pay Order drawn on any nationalized bank favouring 'The Orissa Minerals Development Company Limited', payable at Barbil, Dist-Keonjhar (Odisha).

**9. Award of Contract:**

- a) The company reserves the right to accept or reject any or all tenders or distributes the work amongst different tenderers without assigning any reason thereof.
- b) The award of the contract shall be of one year from the date of issuance of work order and the same shall be extended for another period of two years with satisfactory performance of the agency and said extension of contract is sole discretion of OMDC management.
- c) Award of contract shall be made at the absolute discretion of OMDC. The company reserves the right to reject any part or whole of the tender without assigning any reason whatsoever. For such cancellation the tenderer shall not be entitled to claim any cost, charges, expenses incidental to or incurred by him through or in connection with the preparation and submission without assigning any reason whatsoever.
- d) OMDC also reserves the right not to accept the lowest offer and to divide the work more than one party/parties.
- e) OMDC shall not be liable for any delay in receipt of the tender document by the Tenderers due to postal delay and no extension of time to the date of tender opening shall be given for this reason.

**10. Response & Resolution time:**

Response & Resolution: Within 1 hour after getting verbal complains from OMDC and the resolution will be on best effort basis. If there will be any delay in resolution, necessary Standby of similar or higher capacity specifications must be provided:

**11. Infrastructure Support:**

a) Regd. Office or service centre within the locality of Barbil. The head of the firm/agencies would be available on their own direct telephone/ office as well as residence and also on mobile phone so as to call in emergency cases.

b) The bidder must provide contact number of office and mobile no of service engineer, Director/Proprietor.

c) Engineers should be equipped with mobile phones.

**12. Penalty:**

Support service for any problem must be attended within the time frame mentioned above. Otherwise penalty for delay in service must be charged by extending AMC period (i.e. Non-attending of complaints beyond 24 hours would attract a penalty @ Rs. 100/- per day per machine till it is attended).

Earnest Money Deposit (EMD) will be forfeited if the performance of the agency will not found satisfactory the contract will be terminated by OMDC.

**13. Terms of payment:**

Bills in triplicate mentioning order no, and date shall be raised on quarterly basis or completion of each quarter scheduled periodical maintenance and after duly certified by the concerned engineers of Mines and the Manager (Elect.)-HOD for verification, who will forward the same to finance department for consideration of the payment. The agency shall submit necessary bank a/c details for getting payment through RTGS/NEFT.

**14. Termination of Contract:**

In case the bidder does not fulfill any condition or failed to provide services as per the terms & condition the contract will be terminated.

**15. Terms & Conditions:**

- i. Price must be mentioned inclusive of all taxes and transportation.
- ii. Bidders are advised to visit the site/office premises between working hours to inspect, examine and satisfy themselves before submitting their tenders for AMC of ACS.
- iii. All the spares to be used in this work shall be original spare parts.
- iv. Conditional bids will not be accepted.
- v. Bid shall remain valid for 90 days after the date of bid opening.
- vi. The price offer through E-mail/Fax will neither be accepted nor entertained.
- vii. OMDC Reserves the right to accept, reject or cancel any or all bids without assigning any reason and does not bind itself to accept the lowest bid.
- viii. In case of any dispute, the decision of the Business Head, OMDC shall be final and binding on you.
- ix. Incomplete offer or communication after due date and time will be rejected.
- x. The agency has to arrange tools and implements of their own.
- xi. The amount of any loss or damage of the machinery due to mishandling/ carelessness shall be deducted from his bill.
- xii. The job shall be done as per the guidance of our engineer concerned.

- xiii. The agency shall be held responsible for any injury/accident caused to his personnel during the work.
- xiv. Necessary spares for major breakdown maintenance as stated above shall be supplied by agency after obtaining approval or work order from OMDC and the agency shall do take up the maintenance/installation job free of cost and old materials after repairing to be returned to store through Electrical Department.
- xv. The company shall not be liable for any delay in submission of the tender documents due to postal delay and no extension of date for tender submission/ tender opening shall be given for this reason.
- xvi. The rate quoted by the agency shall remain firm and fixed for the whole contract period and no escalation of rate will be made during the contract period.
- xvii. There shall be no employee employer relationship between the persons engaged by the agency and M/S O.M.D.C. Ltd. The persons engaged by the agency shall be directly under his employment.

**16. EXIT CLAUSE:**

Both the parties have the right to exit from this contract/agreement by serving **ONE MONTH** notice in writing.

**17. ARBITRATION:**

Any dispute or difference under or arising out of or in respect of the Agreement/Accepted Contract may be referred to the sole Arbitration of a person appointed by the Chairman cum Managing Director, The Orissa Minerals Development Company Limited, Ground Floor-271, BidyutMarg, Unit-IV, ShastriNagar, Bhubaneswar-1 (Odisha) and his decision in the matter will be final and binding on the contractor and the company. The arbitration shall be carried out as per Arbitration Act.1996 and Rules made there under as amended from time to time.

**Note:** The Court of Keonjhar & High Court at Cuttack will have the jurisdiction to address any unsettled dispute.

**PRICE BID**

Ref: Tender Notice No.- OMD/Elect. /25-26/.....,

Dated:.....

SUB: Annual Maintenance Contract for A.C. Machines of OMDC Ltd. at Thakurani.

Sl.No.	Description of Job	Quantity	Rate (In Rs.) Excl. GST	Total (In Rs.) Excl. GST
1	Annual Maintenance Contract for 1.5 †, A.C. Machines (19 Nos., 1.5T Window Type A.C. Machine & 1.5T Split Type A.C. Machines-12 Nos.) with replacement of small components & partial gas filling as and when required and servicing with water & Air as per scope of work.	Lot		
	TOTAL	31		
In Words:				

**DECLARATION**

1/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief, I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/we are willing to abide by the terms and conditions laid by OMDC. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by competent authority.

Signature of the Tenderer  
With seal and date