**STANDING CONFERENCE OF PUBLIC ENTERPRISES**
(An apex body of Public Enterprises)

SCOPE
PROMOTING EXCELLENCE

SCOPE-MM-Tech/HVAC/85505/2026-27/232
August 19, 2026

# NOTICE INVITING TENDER

**Subject : Operation & Comprehensive annual maintenance contract of ductable/ Window/Split/Cassette/Tower Type Airconditioners installed at SCOPE Office Premises at SCOPE Complex, 7-Lodhi Road, New Delhi-110003.**

1. Online e- tenders are invited by Group General Manager (Tech. & HR), SCOPE on behalf of Constituents of SCOPE Complex, Lodi Road, New Delhi – 110 003 for the subject work as per the details given below:-

| | | |
|---|---|---|
| 1.1 | Name of the work | : Operation & Comprehensive annual maintenance contract of ductable / Window/ Split/ Cassette/ Tower Type Airconditioners installed at SCOPE Office Premises at SCOPE Complex, 7-Lodhi Road, New Delhi-110003. |
| 1.2 | Estimated Cost | : **Rs. 8,55,296.00 Per Annum (plus GST @18%)** |
| 1.3 | Earnest Money | : **Rs.20,185.00** |
| 1.4 | Time for completion | : **Two years from the date of issuance of LOA.** |
| 1.5 | Tender Processing Fee | : **Rs.757.00** |
| 1.6 | Cost of tender | : **Rs 590.00** |

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|---|---|---|
| 1.7 | Commencement of download E –Bid | : 20.08.2026 from 10.00 A.M. |
| 1.8 | Last date of downloading of E- Bid | : 02.09.2026 upto 12.30 P.M. |
| 1.9 | Last Date of E – Bid Submission | : 02.09.2026 upto 3.00 P.M. |
| 2.0 | Last date of submission of online Tender Cost & EMD | : 02.09.2026 upto 3.00 P.M. |
| 2.1 | Tender opening Date & Time (Technical) | : 02.09.2026 at 3.30 P.M. |
| 2.2 | Tender opening Date & Time (Financial) | : To be intimated later |

2.3 Bidders have to download the Bid documents from the e-procurement portal i.e. **https://scope.ewizard.in** after registering themselves on portal and submit e-bids after payment of Bid Processing Fee & Bid documents fee before last date & time of downloading the e-bids online (**For E-Tendering support:- 9355030616, 9355030630).** Bidder can also view the NIT, SCOPE of work on www.scopeonline.in.

2.4 Bids shall be submitted through e–bidding mode only. No other mode of Bid submission shall be accepted.

Core - 8, 1st floor, SCOPE Complex, 7-Lodi Road, New Delhi-110 003, Ph.-24360101 Extn 2018, 24368208 Fax.: 24361371
E-mail.: mmo@scopeonline.in Website - www.scopeonline.in

3. Tender document shall be accepted only from reputed specialized contractors / Manufacturer who are working with CPWD/PWD/MES/Railway/PSUs/Autonomous Bodies/SCOPE who fulfill following pre-qualification criteria & showing their original documents in this regard:

3.1 Proof of having successfully completed works during last five years ending last day of month previous to the one in which application are invited.

Three similar completed comprehensive AMC of Window/Split/Cassette/ductable ACs value not less than 40% of the estimated cost put to tender.

OR

Two similar completed comprehensive AMC of Window/Split/Cassette/ductable ACs value not less than 60% of the estimated cost put to tender.

OR

One similar completed comprehensive AMC of Window/Split/Cassette/ductable ACs value not less than 80% of the estimated cost put to tender.

3.2 The Tenderer must be registered under ESI, PF, GST & income tax act and should have PAN No. Copies of registration papers along with details need to be furnished latest ESI & PF deposit with challan authority is also needed.

3.3 Average annual financial turnover of HVAC works should be at least 100% of the estimated cost during the immediate last 3 consecutive financial.

3.4 Balance sheet for previous three years with ITR.

3.5 All the above certificate / documents shall be submitted by the firm duly signed & self attested subject to verification with original documents

4. The tender shall be submitted through only portal i.e. https://scope.ewizard.in

5. Tenders are invited to submit their offers strictly based on the layout, design parameters, specific requirements, terms & conditions and specifications given in the tender document and instruction to bidder.

6. The Tender Cost (Form Fee), Earnest Money Deposit (EMD) and Tender Processing Fee (TPF) must be paid by the bidder through online payment mode only, as provided on the e-tendering portal, i.e. **https://scope.ewizard.in.** In case the bidder fails to technically qualify as per eligibility criteria of the tender or is not the lowest (L1) bidder, the EMD amount will be refunded to the bidder's account details as provided on the bidder enrollment registration page of SCOPE e-Tendering portal: https://scope.ewizard.in.

7. SCOPE reserve the right to reject any or all tenders without assigning any reasons.

**Group General Manager (Tech. & HR)**