

The Municipal Co-operative Bank Ltd., Mumbai 400001
Head office, 245 P .D 'mello Road, fort, Mumbai -400001

Tender Document
For
Supply, Installation & Commissioning of Air Conditioners

Tender No. : 01/2026-2027

Contact Details

Mr. Arun Jadhav Tel No:022-22717878

Mr. Vijay Tawde Tel No: 022-22717879

The Municipal Co-operative Bank Ltd., Mumbai 400001

1. Notice inviting Tender:

Wax sealed tenders are invited on behalf of The Municipal Co-operative Bank Ltd., Mumbai 400001 for Supply, and Installation & Commissioning of Air Conditioners as per the technical specifications and terms and conditions of the tender document and on buy-back basis of old Air Conditioners in place.

Tender No.	01/2026-27
Name of Work	Supply, Installation, testing & commissioning of Air Conditioners as per technical specifications and terms and conditions of the tender document by replacing the old Air Conditioners on turnkey basis. Disconnecting the existing (old) Air Conditioners System and removing the same after commissioning of the new system, on buy-back basis; Mention buy-back cost in the tender.
Location of supply/work	The Municipal co-operative Bank Ltd., Mumbai, Parel F South, Andheri East and Ghatkopar Branches
Issue of Tender documents	Tender documents can be obtained from The Municipal co-operative Bank Ltd., Mumbai, Head office, 245 P.D'mello Road, fort, Mumbai -400001 on all working days or can download the Tender Document from our website - www.mcb.bank.in
Type of tender	Open Tender Enquiry
EMD	EMD of Rs. 5000/- only (Rupees Five Thousand only), in the form of DD, Drawn in favour of The Municipal co-operative Bank Ltd., Mumbai, to be submitted in a separate envelope along with the bid.
Period of completion of work	The entire supply and installation, testing & commissioning should be completed within 15 days of releasing the purchase order.

Bids complete in all respects should reach The Municipal co-operative Bank Ltd., Mumbai, Head office, 245 P. D' mello Road, fort, Mumbai -400001 **on or before the 08 JUNE 2026 up to 5.00 PM**. Bids submitted after the BID DUE DATE & TIME, will not be accepted. Bids will not be accepted by post, courier, fax or emails.

Sd/-

General Manager

The Municipal co-operative Bank Ltd., Mumbai

INVITATION FOR BIDS

1. The Municipal Co-Operative Bank Ltd., Mumbai invites wax sealed bids, under Two Envelop Systems, from eligible bidders for installation & Commissioning of Air Conditioners at Different branches in Mumbai
2. Interested and eligible bidders may obtain further information; inspect the site at different location in Mumbai as per list and obtain the Tender document from the Head office of The Bank or can download the Tender Document from our website www.mcb.bank.in
3. The Tender Document has to be submitted in two separate envelopes as detailed below:
 - i. First envelop should be super scribed as **'TECHNICAL BID'**
 - ii. Price bid second envelop should be super scribed as **'PRICE BID'**
4. Both the envelopes should be enclosed in **one big envelop** super scribing as **"Tender Document for Installation & Commissioning of Air Conditioners"**
5. All further amendments/corrigendum in Tender Document or Bid Schedule, if any, shall be notified on our website www.mcb.bank.in
6. The last date for submission of Tender Document is **08TH JUNE 2026 up to 05:00 p.m.** The Tender Document should be addressed to:

General Manager
The Municipal co-operative Bank Ltd., Mumbai
Administrative Office
245, P.D'mello Road, Fort, Mumbai -400001
Tel 022-22717878/879

Earnest Money Deposit (EMD)

The tender should be accompanied by EMD in the form of Demand Draft from any Nationalize/scheduled bank for Rs 5000/- (Rupees Five Thousand Only) in favour of The Municipal co-operative Bank Ltd., Mumbai. Payable at Mumbai.

Letter of Submission

To,

General Manager
The Municipal co-operative Bank Ltd., Mumbai
Administrative Office
245, P. D' mello Road,
Fort,
Mumbai -400001

I/We, the undersigned, have read and examined in detail, the specifications and all bidding document and hereby declare that:

PRICE AND VALIDITY:

All the rates quoted in our proposal are in accordance with the terms and conditions as specified in bid document. All the prices and other terms and conditions of this proposal are valid for a period of 120 calendar days from the last date of submission of bid.

We do herby confirm that our bid prices include all taxes.

EARNEST MONEY

We have enclosed the EMD in the form of Bank Draft No _____
Dated _____ Favoring The Municipal co-op Bank Ltd. Mumbai
payable at _____
_____ issued by / drawn on _____
Bank for Rs. 5000/- (Rupees Five Thousand only), as desired.

DEVIATIONS:

We declare that all the services shall be performed strictly in accordance with the technical specifications and other tender conditions with no deviations.

QUALIFYING DATA:

We confirm that all information/data have been submitted as required by you in your tender document.

We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true

and correct to the best of our knowledge and belief. I/We agree that in case any information is found to be incorrect, the tender is liable to be rejected at any point of tendering process.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

Thanking you,

Yours Faithfully

(Signature of Tenderer)

Name:

Date:

Designation:

Place:

Seal:

Address:

Telephone No:

SCOPE OF WORK

The Municipal Co-operative Bank Ltd., Mumbai is interested to procure Air Conditioners for Branches in Mumbai. Details & specification of ACs required are as below:

1. The Air Conditioners are required to be installed at Municipal Bank Co op Bank Ltd, Branches Parel (F/ South),Ghatkopar and Andheri (E) Branches
2. Vendor should visit & inspect the site before quoting the rates then the same should be mentioned clearly. In case contractor fails to consider this then no claims/excuses will be entertained once the contract is awarded.
3. 10% retention on total Contract value will be retained till 12 months defect liability period which will bear no interest. Defect liability period will be of 12 months from the date of virtual completion work.
4. Penalty @ 1/2% per week on total cost will be charged for delayed period.
5. The Bidder will be required to ensure trouble free operations of the Air conditioning systems at the rated performance with minimum break down during warranty period.
6. In addition to break down maintenance the Bidder will be required to provide four complete services in a year for:
 - a. Complete checkup of Air conditioners for performance with oiling and tuning of all mechanical and Electrical parts.
 - b. Temperature Regulation & Power consumption checking.
 - c. Cleaning of condenser & cooling coils, filters & body etc.
 - d. Any other problem faced by us from time to time.
7. In case of Compressor failure no repairs of compressor shall be allowed. The bidder has to provide replacement of compressor (OEM) from the company.

Technical Bid

1. The Bidder should be an authorized Dealer of DAIKIN companies whose product is being quoted. Authorization/Dealership certificate letter from the manufacturer to be attached.
2. The Bidder should have a minimum annual turnover of Rs 25 Lakh from Sales & Maintenance of ACs during the last three financial years. The bidder should submit last 03 years audited balance sheet i.e. 2023-2024,2024-2025,2025-2026
3. The Bidder should have a full fledged Service Centre in Mumbai.

BID EVALUATION CRITERIA

1. After opening the Bids shall be examined whether the EMD is in order and the Bidder meets the minimum eligibility criteria as specified above.
2. Those bidder's whose EMD is in order, meet the minimum eligibility criteria, submitted all the required documents and meet the Technical requirements shall be considered for opening of Financial Bid.

TERMS & CONDITIONS

1. Bids should be valid for a period of not less than 120 days from the date of opening of bid (envelope number one). Bids submitted without EMD shall be rejected.
2. Bidders will be responsible for covering all risk under workmen Compensation Act (WCA) for their employees/machinery on site for installation & commissioning jobs. Bank will not be responsible for any damages whatsoever on this account.
3. In case the repairs are not possible on site & required to be repaired outside our premises, all expenditure on this account would be borne by the Bidder.

4. Payment Terms: Payment will be made on successfully installation & commissioning, issue of the satisfactory report by concern Branch Manager and no advance payment will be made.
5. In the event of dispute, General Manager of Bank shall be the sole arbitrator and his decision shall be final & binding on both the parties.
6. Warranty period of air conditioner unit should be minimum of one year and that of compressor is 4 years. During that period vendor should provide quarterly preventive service as well as is required to attend break down call promptly.
7. The Municipal co-operative Bank Ltd., Mumbai does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
8. The Municipal co-operative Bank Ltd., Mumbai is free to change the quantities for which the bid is called and the payment will be made for actual quantity installed.

General Information of the Tenderer

1	EMD Details DD No and Date: Amount in Rs. Name of the Bank:	
2	Name and Address of the Bidder	
3	Contacts:	
4	Telephones:	
5	Fax:	
6	E-mail:	
7	Mobile No:	
8	Category of the tenderer (Whether company, partnership firm or Proprietary concern)	
9	Name of Chief Executive Officer and Telephone No.	
10	Year of Establishment	
11	Sales Tax/Commercial Tax/ GST nos.	
12	Income Tax PAN/GIR No.	

13	Yearly Turnover of the Last 3 years.	
14	List of major Clients and the size of orders executed	
15	List of Infrastructure available	

Financial Bid

Sr.No.	Description	Qty	Rate per unit (Rs.)	Amount (Rs.)
A	ANDHERI EAST Municipal K/East Ward Office Bldg., Azad Road, Gundawali Village, Andheri (East), Mumbai-400 059			
	(A) Details of requirement			
	1.0 TON – 3 STAR INVERTOR FTKL35XV16 (DAIKIN)	2		
	Timer	1		
	Total (A)			
	(B) Total Cost of Machines			
	Less : Buy Back Price			
	Split Air Conditioner	2		
	Total (B)			
	Final Cost of Machines (A) - (B)			
	(C) Dismantallation & Installation Charges			
	All plumbing electrical, carpentry & masonry work to be included in quotation			
	Total of (A) – (B) + (C)			
Sr.No.	Description	Qty	Rate per unit (Rs.)	Amount (Rs.)
B	PAREL F/SOUTH			
	F/South Ward Municipal Office Building, Parel T.T.,Mumbai-400012			
	3 Ton 3 STAR Cassette Air Conditioner Inverter - FCFQ100CV16 (DAIKIN)	1		
	Total (A)			
	(B) Total Cost of Machines			
	Less : Buy Back Price			
	3.00 Ton Cassette Air Conditioner	1		
	Total (B)			
	Final Cost of Machines (A) - (B)			
	(C) Dismantallation & Installation Charges			
	All plumbing electrical, carpentry & masonry work to be included in quotation			

	Total of (A) - (B) + (C)			
Sr.No.	Description	Qty	Rate per unit (Rs.)	Amount (Rs.)
C	GHATKOPAR			
	Ghatkopar N/Ward Municipal Bldg., Jawahar Road, Ghatkopar, Mumbai-77.			
	(A) Details of requirement			
	1.0 TON – 3 STAR INVERTOR FTKL35XV16(DAIKIN)	2		
	Timer	1		
	Total (A)			
	(B) Total Cost of Machines			
	Less : Buy Back Price			
	1.5 Ton Split Air Conditioner	2		
	Total (B)			
	Final Cost of Machines (A) - (B)			
	(C) Dismantallation & Installation Charges			
	All plumbing electrical, carpentry & masonry work to be included in quotation			
	Total of (A) - (B) + (C)			

Signature of the Bidder with date and seal

Branch List

Sr. No.	Branch Name	Branch Address
1	ANDHERI EAST	Municipal K/East Ward Office Bldg., Azad Road, Gundawali Village, Andheri (East), Mumbai-400 059
2	PAREL F/SOUTH	F/South Ward Municipal Office Building, Parel T.T., Mumbai-400012
3	GHATKOPAR	Ghatkopar N/Ward Municipal Bldg., Jawahar Road, Ghatkopar, Mumbai-77.