



## Annual Maintenance Contract for Laminar Flow Units (35 Nos)

The Director, ICMR- National Institute of Translational Virology and AIDS Research (NITVAR) (Formerly NARI), Pune invites Annual Maintenance Contract (AMC) for Laminar Flow Units. (Qty - 35). installed and functioning at All LAB Departments, ICMR-NITVAR,Pune. The interested AMC service providers should inspect the below mentioned equipment (List Attached) on any working day between 09.00 A.M to 05.30 P.M and submit their lowest rates along with appropriate documents.

### **1. Equipment Details:**

- **Equipment Name & Description:**
  - Laminar Flow Units (35 Nos)
- **Property Numbers:** As Per List Attached
- **Location:** As Per List Attached

### **2. AMC Details:**

- **Preventive Maintenance (PM) Visits:**
  - 02 Preventive Maintenance Visits per year.
  - Each Unit will be services & DOP/PAO Tested once in a year. Particle Count and velocity testing will be carried twice in a year.
- **Breakdown Visits:**
  - Unlimited breakdown visits.
- **Service Provider:**
  - M/s. Micro Filt Technologies LLP
- **Contract Period:**
  - 1 year from the date of the contract order.

### **3. Scope of Work:**

- **Preventive Maintenance Visits:**
  - 02 Visits per year for preventive maintenance.
  - Unlimited breakdown visits to address any system issues.
- **Response Time:**
  - **Breakdown Response:** Service providers must respond within **24 hours**, with a maximum allowable response time of **48 hours**.



- The quotation superscribed as 'Quotation for AMC for Laminar Flow Units – Micro filt addressed to the Director,, ICMR – National Institute of Translational Virology and AIDS Research (NITVAR) (Formerly NARI) 73-G, MIDC, Bhosari, Pune 411026, Post Box No. 1895 (Attention : Administrative Officer -- Procurement Cell), should be either dropped at the reception of ICMR-NITVAR, Pune or sent through by speed post /Courier **latest by 12<sup>th</sup> of February, 2026 till 05:30pm in a sealed Envelop.**

#### **General Terms & Conditions:**

##### **1. Preventive Maintenance Service:**

- Services should be performed during office hours (9:00 AM to 5:30 PM) on working days. Servicing on holidays or after hours may be permitted if required by ICMR-NITVAR.

##### **2. Liability:**

- The service provider is responsible for any disability, casualty, fire, damage, or mishap occurring during maintenance.

##### **3. Service Execution:**

- Maintenance should be carried out on-site at ICMR-NITVAR as far as possible, with no damage or loss to the Institute's property.

##### **4. Payment Terms:**

- Payment will be made in two installments:
  - First installment after completion of the first half of the year.
  - Second installment after completion of the year, based on a satisfactory service report.

##### **5. No Extra Charges:**

- No extra payment will be made for transportation, handling, labor, etc.

##### **6. Accommodation and Transportation:**

- The service provider must arrange their own transportation and accommodation.

##### **7. Termination Clause:**

- The contract can be terminated by either party with a **3-month prior notice**. Immediate termination can occur for non-compliance with terms.

##### **8. Dispute Resolution:**

- Disputes will be settled amicably; otherwise, jurisdiction will lie with competent courts in Pune, India.

##### **9. Exclusivity of Terms:**

- No other conditions from the service provider are acceptable.

##### **10. Contract Duration:**

- The contract is initially for **one year**



### Additional Details:

#### 1. Service Provider Responsibilities:

- **Training and Certification:**
  - The service provider must ensure that all technicians assigned to the contract are fully trained and certified Micro filt for servicing the Laminar Flow Units.
- **Documentation and Reporting:**
  - After each maintenance visit or repair, the service provider should submit a detailed service report. This report should include the work performed, any issues identified, parts replaced, and recommendations for future maintenance.

#### . Preparing the Submission Documents

##### A. List of Required Documents

1. **Cover Letter:**
  - A brief letter introducing your company and summarizing your proposal. Include contact details and a statement confirming your interest in providing the AMC.
2. **Company Profile:**
  - Provide an overview of your company, including your experience with similar contracts, relevant certifications, and any other pertinent information.
3. **Past Performance/Experience Letters:**
  - Attach experience letters or references from similar contracts completed over the past 3 years.
4. **Order Copies:**
  - Include copies of previous orders related to the maintenance of similar equipment.
5. **GST and PAN Copies:**
  - Provide a copy of your GST registration certificate and PAN card.
6. **OEM/Authorization Letter:**
  - Include a letter from Micro Filt or another relevant Original Equipment Manufacturer (OEM) authorizing your company to service the Laminar Flow Units.
7. **Compliance with Terms:**
  - A statement confirming your agreement with the terms and conditions outlined by ICMR-NITVAR, including the response time, liability clauses, and other specific conditions.

##### B. Formatting and Submission:

1. **File Formats:**
  - Prepare the documents in PDF format for submission to ensure consistency and security.
2. **Organization:**
  - Ensure the documents are organized and labeled clearly, e.g., "Cover Letter," "Financial Breakdown," "Experience Letters," etc.



List of Laminar Flow Units at Various Dept - ICMR-NITVAR		
For the year 2025-2026		
Sr.no	Property No	Location/Room no
1	NARI/09-10/2067	Molecular Biology
2	NAARI/ACTG/04-05/40	Molecular Biology
3	NARI/ACTG/04-05/41	HIV Drug Resistance Lab
4	NARI/ACTG/05-06/72	HIV Drug Resistance Lab
5	NARI/ACTG/05-06/56	HIV Drug Resistance Lab
6	NARI/ACTG/05-06/57	HIV Drug Resistance Lab
7	NARI/HIVDR STUDY/08-09/24/01	HIV Drug Resistance Lab
8	NARI/CTU/09-10/200	HIV Drug Resistance Lab
9	NARI/94-95/676	Microbiology
10	NARI/MIT/07-08/48	Microbiology
11	NARI.02-03.1661	Microbiology
12	NARI.02-03.1660	Microbiology
13	NARI.648	Microbiology
14	NARI/CTU/09-10/203	Microbiology
15	NARI/HRG HEPATITIS/21-22/01	Microbiology
16	NARI/EQUAS/08-09/24(1)	NACO Lab
17	NARI/Reddy Condom/09-10/02	NACO Lab
18	NARI/HPTN/PREP/05-06/499	Immunology Lab
19	NARI/HPTN/07-08/717	Immunology Lab
20	NARI/CTU/10-11/281	Immunology Lab
21	NARI/CTU/10-11/282	Immunology Lab
22	NARI/09-10/2069	Immunology Lab
23	NARI/CTU/09-10/198	Immunology Lab
24	NARI/CTU/09-10/199	Immunology Lab
25	NARI/21-22/2504	Immunology Lab
26	NARI/PAVE/93-94/45/1063	Immunology Lab
27	NARI/NACO.Operational Lab/09-10/16	HIV Drug Resistance Lab
28	NARI/NACO.Operational Lab/09-10/17	HIV Drug Resistance Lab
29	NARI/NACO.Operational Lab/09-10/18	HIV Drug Resistance Lab
30	NARI/NACO/19-20/02	Virology
31	NARI/MSACS VIRAL LOAD/20-21/04	Virology
32	NARI/09-10/2070	Virology
33	NARI/680	Virology
34	NARI/VB/99/02	Virology
35	NARI/20-21/2482	Virology