



ICMAI
THE INSTITUTE OF
COST ACCOUNTANTS OF INDIA
भारतीय लागत लेखाकार संस्थान
Statutory Body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)



Ahmedabad Chapter

402-403, Shoppers Plaza Unit-III, 4th Floor, Opp. Municipal Market, C. G. Road, Navrangpura, Ahmedabad : 380 009
Tele : 079-2640 3616 / 2640 9561 e.mail : ahmedabad@icmai.in Website : www.icmaiahmedabad.in

Tender Ref No: ICMAI/AHD/AC-AMC/2026/01

Date: June 26, 2026

The Institute of Cost Accountants of India (ICMAI) - Ahmedabad Chapter invites sealed tenders under a **Two-Bid System** (Technical and Financial) from reputed, experienced, and authorized service providers/dealers of Hitachi Airconditioning systems for the comprehensive Annual Maintenance Contract (AMC) of a Hitachi Set-Free (VRF) 32 HP Airconditioning system installed at our premises.

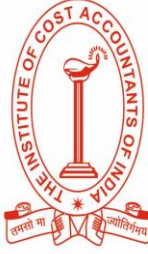
1. Tender Schedule & Key Details

Parameter	Details
Name of Work	Comprehensive AMC of Hitachi Set-Free 32 HP VRF AC System
Estimated Period	1 Year (Extendable up to 3 years based on performance)
Last Date & Time for Submission	July 15, 2026 till 5:00 PM
Date of Opening Technical Bids	July 17, 2026 at 3:00 PM
Address for Submission	ICMAI - Ahmedabad Chapter, 402-403, Shopper's Plaza, Unit III, 4 th Floor, Opp. Municipal Market, CG Road, Navrangpura, Ahmedabad.

2. Scope of Work (Comprehensive AMC)

The scope of work includes maintaining the Hitachi Set-Free 32 HP VRF system in top working condition, ensuring maximum uptime.

- **Routine Maintenance:** Minimum of **4 preventive services** per year (one every quarter), including thorough cleaning of filters, indoor/outdoor coils, drain pipe flushing, and electrical contact checking.
- **Breakdown Calls:** Uncapped breakdown support. Technicians must attend to faults within **4 hours** of lodging a complaint.



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- **Parts Cover (Comprehensive):** Replacement of all faulty components including, but not limited to:
 - Compressors
 - Inverter PCBs and Control Boards, Pressure Switch, Thermistor & Sensor
 - Contactor / Overcurrent Relay / Current Sensor
 - Fan Motors (Indoor and Outdoor) & Capacitor
 - Oil Heater / Solenoid valve / Expansion Valve / Stop Valve / Refrigerant Oil
 - Gas charging/topping up (R-410A / relevant refrigerant)
 - Flare nuts, copper piping insulation fixes, and remote controllers.
- **Exclusions (Optional but standard):** Structural masonry work or replacement of the entire unit chassis.

3. Eligibility Criteria for Bidders

- Bidders must meet the following technical requirements to qualify:

Authorization: Must be an **Authorized Service Provider (ASP)** or certified partner of Hitachi Airconditioning. (Attach valid certificate).

Experience: Minimum of 3 years of experience in maintaining VRF/Variable Refrigerant Flow systems (preferably Hitachi Set-Free) in corporate or institutional setups.

Registration: Must possess valid GSTIN, PAN, and PF/ESI registrations (where applicable).

Local Presence: Must have a fully functional service centre or team based in Ahmedabad to ensure quick turnaround times.

4. Submission Guidelines

Bidders must submit their proposals in **two separate sealed envelopes**, both placed inside a single larger envelope labelled: "*Tender for Hitachi 32 HP AC AMC - Ref No: ICMAI/AHD/AC-AMC/2026/01*".

Envelope 1 (Technical Bid): Contains company profile, Hitachi authorization letter, GST/PAN copies, client testimonials, signed copy of this tender document.

Envelope 2 (Financial Bid): Contains the price quote exactly formatted as per the table below, signed and stamped.

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5. Financial Bid Format (To be submitted in Envelope 2)

Description of System	Qty	Annual Rate (INR) Excl. GST	GST (%)	Total Amount (INR) Incl. GST
Hitachi Set-Free VRF AC System (Total Capacity: 32 HP) <i>(Include details of IDUs & ODUs if split)</i>	1 Job			
Grand Total (in words):				

6. Terms & Conditions

- **Payment Terms:** Payment will be made on a **Quarterly basis** (25% per quarter) after the successful completion of that quarter's preventive service and submission of satisfactory service reports.
- **Penalty Clause:** If a breakdown call is not attended to within 24 hours of notification, a penalty of **INR 1000 per day** will be deducted from the quarterly invoice.
- **Termination:** ICMAI Ahmedabad reserves the right to terminate the contract with a 30-day notice period if the services rendered are found unsatisfactory.

For any site inspections or queries regarding the VRF system layout before submitting the bid, please contact the ICMAI Ahmedabad Chapter office at during working hours (10:00 AM to 6:00 PM).

For ICMAI-Ahmedabad Chapter

Sd/-
CMA Sunil Tejwani
Secretary