



Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA  
GOVERNMENT OF TELANGANA  
Road No. 25, Jubilee Hills, Hyderabad – 500 033

LIMITED TENDER ENQUIRY FOR ANNUAL MAINTENANCE CONTRACT (AMC)  
OF RO WATER PURIFICATION PLANTS  
(WITH SPARES & WITHOUT SPARES INCLUDING WATER QUALITY TESTS  
QUARTERLY)  
FOR A PERIOD OF ONE YEAR

**LTE No.: F2/288/2018, Dt.22.06.2026**

## **1. Sealed Quotations Invited**

The MCR HRDIT, Hyderabad invited the Sealed quotations reputed agencies/firms having experience in maintenance and servicing of Reverse Osmosis (RO) Water Purification Plants for undertaking Annual Maintenance Contract (AMC) of RO plants installed at the Institute premises for a period of one year.

## **2. Scope of Work** -The scope of work includes:

- a) Routine preventive maintenance of RO plants.
- b) Breakdown maintenance and attending complaints as and when required.
- c) Inspection, servicing, cleaning and calibration of RO equipment.
- d) Checking and maintenance of pumps, motors, membranes, filters, dosing systems, valves, pipelines, UV systems, electrical control panels, etc.
- e) Water quality monitoring and ensuring proper functioning of the plants.
- f) Replacement of defective components/spares wherever required (under “with spares” category).
- g) Submission of service reports after every visit.
- h) Maintaining logbooks and recording maintenance activities.

## **3. Categories of AMC**-The bidders shall quote rates separately for the following categories:

### **3.A. AMC Without Spares**

- Includes routine servicing, preventive maintenance, labour charges, inspection and attending breakdown complaints.
- Cost of spares/components shall be paid separately on actual requirement after approval.

### **3.B. AMC With Spares**

- Includes all servicing, preventive maintenance, labour charges and replacement of routine defective spares/components required for proper functioning of the system.
- Consumables and major replacements, if excluded, shall be clearly mentioned.

### **3.C. Water testing quarterly** - Testing of RO water (analysis of microbiological and chemical parameters in RO drinking water of the Institute)

#### **4. Duration of Contract**

The contract shall remain valid for a period of **one year** from the date of commencement and may be extended further based on satisfactory performance and mutual consent.

#### **5. Eligibility Criteria** -The bidder should submit

- a) Last Five years of experience in maintenance of RO plants.
- b) Possess valid GST registration.
- c) Submit PAN and other statutory registrations.
- d) Have adequate technical manpower for attending complaints promptly.
- e) Submit copies of previous work orders/completion certificates for the last 5 years.

#### **6. Service Requirements**

- a) Preventive maintenance visits shall be carried out at least once every month or as and when required.
- b) Breakdown complaints shall be attended within 24 hours from the time of complaint registration.
- c) Emergency complaints shall be attended on priority basis.
- d) Agency shall deploy qualified technicians.

#### **7. Payment Terms**

- a) Payment shall be released quarterly/ after satisfactory completion of services and certification by the concerned authority.
- b) Applicable taxes shall be paid as per rules.
- c) Deductions, if any, shall be made as per statutory provisions.

#### **8. Submission of Quotations**

The quotation shall be submitted in a sealed cover, duly super scribed with the following details:

**“Quotation for AMC of RO Plants (With Spares / Without Spares) for One Year”**

From:

(Name and Address of the Bidder with stamp)

To

The General Manager (E&F),  
Dr.MCR HRD Institute of Telangana,  
Road No. 25, Jubilee Hills,  
Hyderabad – 500033.

Date of quotations submission (hard copy): **From 22.06.2026 to 27.06.2025 03.00 pm**

The quotation along with the notice of tender enquiry should reach the undersigned on or before 27.06.2025 at 3.00 pm. Date of opening of quotations: 27.06.2026 at 04.00 pm.

## 9. Evaluation Criteria

The quotations shall be evaluated based on:

- Eligibility criteria compliance
- Experience and technical capability
- Rates quoted
- Service support capability
- Overall suitability of the bidder

## 10. Institute Rights

The Institute reserves the right to:

- Accept or reject any or all quotations without assigning reasons.
- Cancel or modify the tender process at any stage.
- Split the work among agencies, if required.

## Price Bid Format

Sl. No.	Description	Unit	Rate (Rs.)	GST	Total Amount
1	AMC Charges for RO Plants -4 Nos (250 LPH -3 Nos & 500 LPH -1 No) – Without Spares (One Year) Admin block -1; Godavari Hostel -1;Tungabhadra Hostel -1 & Manjeera Guest House -1 of Dr.MCR HRDIT, Hyderabad	Job			
2	AMC Charges for RO Plants -4 Nos (250 LPH -3 Nos & 500 LPH -1 No) – With Spares (One Year) Admin block -1; Godavari Hostel -1;Tungabhadra Hostel -1 & Manjeera Guest House -1 of Dr.MCR HRDIT, Hyderabad	Job			
3	Water testing- quarterly basis for 4 plants - (One Year)	Job			

**Sd/-**  
General Manager (E&F)