

**Recipient**  
**OFFICE OF THE TRANSPORT COMMISSIONER-CUM-CHAIRMAN,**  
**STATE TRANSPORT AUTHORITY, ODISHA, CUTTACK.**

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**Short Tender Call Notice for Annual Maintenance Contract (AMC) of Air  
Conditioners of STA, Cuttack**

No-XLV-08/10: 12/50 Dated: 14/08/2025

Sealed Quotations are invited from the intending experienced, reputed firms/Suppliers/ Authorized dealers having sound financial and relevant technical eligibility for Annual Maintenance Contract (AMC) of around 65 nos. of split/window/cassette Air Conditioners of office of the Transport Commissioner, Odisha.

Below are the scope Of work and the minimum eligibility criteria required for the bidders.

**Scope of work**

AMC contract includes-

- Day-to-day repair and maintenance of ACS.
- Regular cleaning, servicing and Inspection of ACS.
- Replacement of defective parts with genuine spare parts. Cost of the spare parts to be reimbursed by this office.
- Attending emergency breakdown services.

**Submission of Bid**

The firm/ agency is required to submit their sealed bids along with the price quotation for the AMC services. The bid should include the following documents:

- GST registration certificate.
- Self-attested copy of valid PAN.
- Self-declaration of Non- Blacklisted Undertaking stating that they have not been blacklisted by any Central/ State Government department or Central/ State Public Sector Units (PSUs) or Organization in India as on proposal due date.
- Price quotation for AMC in the prescribed format.
- Application fee Rs.500/- (Rupees five hundred) (Nonrefundable) to be submitted in shape of DD in favour of Transport Commissioner, Odisha, Cuttack

**Note**

- This bid document is not transferable.
- Quotation without relevant documents specified in the notice shall be summarily rejected.

**Price quotation format**

Description	Unit Price INR
AMC for Air conditioners	

The quotation should reach by **30/08/2025** at 2.00 P.M. in the office of the Transport Commissioner, 6th floor, Rajaswa Bhawan, Cuttack. The quotation shall be opened on the same day at 4:00 P.M. in presence of the authorized representative of the bidders. After finalization of bid, the successful bidder shall execute AMC.

The Transport Commissioner, Odisha reserves the right to accept or reject any or all quotations without assigning any reason thereof.

**By the order of Transport Commissioner**

  
Under Secretary

STA, Odisha, Cuttack.

Memo No-12/51

Dated: 14/08/2025

Copy to the notice board, STA, Odisha, Cuttack /STA, Website/ RDC, Cuttack/ Collector & DM, Cuttack/DEO, Zillaparisad, Cuttack/ Sub-collector, Cuttack/RTO, Cuttack /CMC, Cuttack /Tehsildar, Cuttack for wide publicity.

  
Under Secretary

STA, Odisha, Cuttack.