



Kerala State Council for Science, Technology and Environment

Sasthra Bhavan, Pattom P.O. Thiruvananthapuram - 695 004, Kerala State, India.

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No. KSCSTE/2862/2018-C4

Thiruvananthapuram

Dated: 08-10-2026

QUOTATION NOTICE

Annual Maintenance Contract (AMC) of Lift installed at KSCSTE, Sasthra Bhavan, Pattom, Thiruvananthapuram

Sealed quotations are invited from the Original Equipment Manufacturer (OEM), authorised service providers, and reputed and experienced agencies within the State of Kerala for undertaking the Annual Maintenance Contract (AMC) of the lift installed at the KSCSTE Headquarters, Sasthra Bhavan, Pattom, Thiruvananthapuram.

Scope of Work

The AMC shall include:

1. Periodical inspection, servicing and preventive maintenance of the lift.
2. Routine checking and maintenance of all mechanical, electrical and electronic components.
3. Inspection and maintenance of lift doors, control panel, safety devices, ropes, pulleys, brakes, motor, sensors and other associated components.
4. Attend breakdown/service calls and carry out necessary repairs within a reasonable time.
5. Replacement of defective components, wherever required, with genuine and compatible spare parts, as per the terms of the AMC.
6. Ensuring the safe, smooth and reliable operation of the lift throughout the AMC period.
7. Carrying out any other maintenance work normally required for the proper functioning of the lift.

Terms and Conditions

1. The AMC shall be for a period of **one year** from the date of commencement of the contract.
2. The quotation shall clearly indicate the **AMC charges for one year**, including applicable taxes, if any.
3. The firm shall have adequate experience in the maintenance and servicing of the

- concerned make/model of lift.
4. Preference may be given to the OEM or its duly authorised service agency.
 5. The agency shall attend breakdown/service complaints promptly during the AMC period.
 6. The Council reserves the right to accept or reject any quotation, either wholly or partly, without assigning any reason.
 7. The Council also reserves the right to negotiate the quoted rate with the lowest eligible bidder, if considered necessary.
 8. The successful agency shall execute the AMC as per the terms and conditions stipulated by KSCSTE.
 9. The quotation shall be submitted in a **sealed cover**, superscribing **"QUOTATION FOR AMC OF LIFT – KSCSTE"**.
 10. The quotation shall reach the office of the **Controller of Administration, KSCSTE, Sasthra Bhavan, Pattom, Thiruvananthapuram - 695 004** on or before **22/10/2026 at 3.00 PM**.
 11. Quotations received after the stipulated time will not be considered.
 12. The Council reserves the right to cancel the quotation process or reject any/all quotations without assigning any reason.

Your's Faithfully,

P. HARINARAYANAN
MEMBER SECRETARY

Approved for Issue

Digitally signed by
SOFIA R
Date: 09-10-2026
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Section Officer