भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

शिक्षा मंत्रालय, भारत सरकार द्वारा स्थापित

सैक्टर-81,नॉलेज सिटी,प॰ ओ॰ मनोली, एस॰ ए॰ एस॰ नगर,मोहाली, पंजाब 140306

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI

(Established by Ministry of Education, Govt. of India)

Sector-81, Knowledge city, PO-Manauli, SAS Nagar Mohali-140306, Punjab

PAN No. - AAAAI1781K GSTIN No:- 03AAAAI1781K2ZS

• **Phone : +91-172-2240086 & 2240121** • **Fax : +91-172-2240124, 2240266** • **http://www.iisermohali.ac.in** • **Email:** stores@iisermohali.ac.in

CPPP/Institute Website

IISERM (1371-3)20/21-Pur/CHA Dated: 20th March, 2021

Online tenders are invited on behalf of Director, IISER Mohali in **TWO BID SYSTEM** from the custom registered and reputed clearing agents for the purpose of clearing the consignments from airport /seaport/ICD/FPO.

Ref. No.	Description	Tender Fee	EMD
IISERM(1371-3) 20/21Pur-CHA	Appointment of Custom House and Clearance-cum-Consolidation Agent	₹ 590/-	₹ 2,00,000/-

Online tenders are invited at CPPP i.e. **https://eprocure.gov.in/eprocure/app**. Tender documents may please be downloaded from the E-procurement portal website **https://eprocure.gov.in/eprocure/app** & Institute website **www.iisermohali.ac.in.**Tender fee in the shape of DD/Banker Cheque of Rs 590/- (Non-refundable) and EMD of Rs. 2,00,000/- should be submitted by DD /Banker Cheque/FDR/ Bank Guarantee in favour of the Registrar, IISER Mohali payable at Mohali or through Online mode in Institute Account (Canara Bank Saving Account Number 4790101001912 and IFSC Code CNRB0004790). However, scanned copy of the both tender fee and EMD should be upload on website along with technical bid part. The hard copy of the same in original to be sent to the address mentioned below duly superscribing the supply/work name and reference/ tender ID on the envelope and same must reach before opening the bid and if not received within due date the bid will be rejected summarily. **Micro & MSME/NSIC and Firms registered and the firms registered with concerned Ministries/ Departments, the bidders are exempted from payment of Tender Fee/EMD as per GOI notifications/GFR (2017) and Ministry of Finance OM No. F.9/4/2020-PPD dated 12 November 2020.**

MSME/NSIC bidders are exempted from payment of Tender Fee/EMD as per GOI notifications/GFR (2017). Bidders will also be required to execute bond/undertaking Bid Security Declaration Form attached as ANNEXURE-IV for availing exemption to submit EMD.

The Original EMD, Tender FEE, and Annexure I, II, III & IV (if exemption is availed) should be sent to:

Assistant Registrar (P&S)
Indian Institute of Science Education and Research Mohali
Sector 81, SAS Nagar, Mohali, Punjab, India, Pin: 140306

Non-receipt of original EMD, Tender FEE, and Annexure I, II, III & IV (if exemption is availed) will lead to rejection of tender.

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

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E-TENDER NOTICE

IISERM (1371-3)20/21-Pur/CHA Dated: 20th March, 2021

ONLINE TENDER ARE INVITED FOR APPOINTMENT OF AGENT FOR CONSOLIDATION OF CONSIGNMENTS OF IMPORTS/EXPORTS,SHIPMENTS FROM ALL OVER THE WORLD THROUGH AIR, SEA, CARGO, COURIER, FOREIGN POST OFFICE AND CUSTOM CLEARANCE AND TRANSPORTATION UPTO IISER MOHALI

Institute is interested in appointing an authorized custom consolidation cum clearing agent (CHA) to perform the job of the consolidation of Import/Export of consignment and custom clearance of air/Sea freight and air parcel consignments within INDIA/ICD/FPO within FREE time (without demurrage). Most of shipments are on FCA/FOB/CIF/CIP basis and are covered generally under OGL, scheme as Institute is exempted from payment of custom duty under certification system introduced by Govt. of India for research organization. Interested Bidders are requested to provide complete particulars/rates under **TWO BID SYSTEM** for Technical Bid containing Bid details and Price Bid, in all respect as the details mentioned below:-

Critical Date Sections

Sr.	Description	Date	Time
1.	Tender Publishing Date and time	20-03-2021	6:00pm
2.	Tender Document download start Date & Time	20-03-2021	6:00pm
3.	Bid Submission start Date &Time	20-03-2021	6:00pm
4.	Bid Submission End date and Time	12-04-2021	Up to 11:00am
5.	Tender opening Date and Time	13-04-2021	At 11.30 am

A) General Conditions:-

1. The bidder should have a prepaid deposit account with AAI for payment of AAI charges

2. The bidder should have EDI connection issued by customs for in-house system for receiving and submitting the bill of entries

3. The bidder should have network for handling of consolidation. Please enclose a list of your authorized freight forwarders / overseas agents with their details, address, telephone & fax number, email address, contact person.

4. The CHA has to clear all shipments by filing manual/electronic Bill of Entry in whichever method custom duty is levied lesser.

5. Generally all shipments are on FOB/CIF/FCA/CIP basis. However, if any shipment is on Ex-works basis the same is to be collected by the representative of CHA in that country.

6. Manufacturer as well as the Institute will be at liberty to use their own freight forwarder for CIF shipments, high risk/high value consignments.

7. Current prevailing IATA rates must be enclosed along with your offer.

8. The discount offered on IATA rates if any, should be clearly indicated in your offer. Only one discount rate for all type of shipment shall be accepted. Quoting of different discounts for different countries/size, shape of consignments will disqualify the offer.

9. The rates notified by the commissioner of customs for clearance indicating, discount, if any, should also be attached along with their offer.

10. The firm will have to arrange for clearance of all consignments without any demurrage /storage charges within free times and transporting it to IISER Mohali, in good condition. Hence all the necessary information regarding the arrival of the cargo is to be intimated well in time by CHA for sending the necessary custom clearance papers to them, and if any demurrage charges are imposed due to the negligence of agent, the same will be paid by the Agent.

11. All necessary arrangements for filling up of dry ice in perishable consignments are to be made by CHA.

12. It will be the sole responsibility of the clearing agent to mention the correct classification code (i.e. HSN code) of the product and if at any point it is detected that HSN code is wrong, custom duty paid against the wrong code will be recovered from the clearing agent.

13. If at any point of time it is detected that the over payment has been made to the firm the same will be recovered from the subsequent bills/security deposited by the firm.

14. Clearing agent will be fully responsible for inspection of cargo. In case of shortage/damage of consignment, he will have to obtain the short receipt certificate/short landing certificate/damaged certificate from the concerned authority/insurance Co. & Surveyor etc. Clearing agent will also ensure all formalities till handing over the consignment to IISER Mohali.

15. The award of work is for an aggregate period of 3-years, which will initially be given for a period of one year and reviewed for extension for another year(s) on the basis of service rendered by the CHA. It can be terminated at any point of time without assigning any reason in between if it is found that the services rendered by the firm are not satisfactory

16. Conditional offer and offer with the vague terms and not as per the format supplied will be summarily rejected.

17. All the statuary charges of Govt. will be payable/ reimbursed against proper/original receipt.

18. HAWB issued in the name of the agent only shall be accepted. The shipment will be cleared and arrived in IISER Mohali within 07-10 days after picked up from respective vender in different country with any shipping terms i.e. Ex-works/FCA/FOB/CIF/CIP. The delay if any will result in deduction in the charges @ 1% per day of freight/CHA charges (excluding DO/Custom Duty) and maximum penalty shall be 10% .Exceptional delay will be accepted after considering the justification submitted.

19. CHA shall furnish to IISER Mohali *Monthly progress report* giving details such as (i) Institute purchase order No. (ii) Brief description of items and quantity (iii) AWB No. (iv) Date when documents are shared with CHA and date of landing of shipment in India (Any Airport/Seaport) (v) Date of clearance and date of delivery to IISER Mohali. (vi) Remarks, in case of inordinate delay in clearing the consignment, the reason for the same.

20. The bidder will pay all the clearing charges of the consignment including customs duty up to **₹ Five Lakh per consignment (shipment)**. Airfreight/Sea-freight charges, custom duty and clearing charges etc., will be reimbursed to CHA after receipt of the consignment in IISER Mohali and also the receipt of pre-receipted bill in duplicate addressed to Director, IISER Mohali, along with the relevant document as a proof for which payment is charged.

21. The payment of Airfreight, Custom duty and clearing charges will not be made if the consignment is in damaged condition either externally or internally. However, the payment will be released only after the amount is recouped from the insurance company. IISER Mohali will not bear/pay any demurrage charge on account of any delay in clearance attributable to clearing agent or their freight forwarder.

In case, a perishable consignment is damaged due to insufficient dry ice during clearance, CHA shall be held responsible for the complete loss.

22. Pre-shipment advise(s) must be intimated well in advance (48 hrs. prior to shipment) and if the CHA fails to intimate the same well in advance as mentioned above, all the clearance charges including custom duty paid by CHA irrespective of amount, Institute shall reimburse within 30 working days. However, no demurrage/penality on this account will be reimbursed by IISER Mohali.

23. *The successful bidder will have to submit a Security Deposit by BG/FDR amounting to ₹5,00,000/- drawn in favour of Registrar, IISER, Mohali valid for contract period plus 90 days. The firm will also have to submit a Fidelity Bond for Rs 50,00,000/- or TDR (Fixed Deposit Receipt) of equivalent amount pledged in favour of Registrar IISER till the currency of the contract.*

24. The tenders should be accompanied with **EMD amounting to Rs 2,00,000/-** in the form of **Demand Draft/BG and tender fee for Rs 590/- (Non-refundable)** in the form of **Demand Draft/BG drawn in favour of the Registrar, Indian Institute of Science Education & Research-Mohali, Sector-81, Knowledge city, PO-Manauli, SAS Nagar Mohali-140306** (**To be enclosed with Technical Bids parts Only). Payment of Tender Fee and EMD can be made through online mode also.** The tenders received without Tender Fee and EMD will out rightly rejected. The EMD will be refunded to the bidders in due course of time after award of contract**.**

25. The award of the contract will be subject to satisfactory inspection of the office/godown facilities by committee of IISER, Mohali if desired so.

26. The list of customers (with their full address) where service of similar nature were rendered during the last three years (2017-18, 2018-2019 & 2019-2020) may also enclosed with bids.

27. Advance paid to CHA for any shipment should be adjusted in the relevant bill while submitting the same to the Institute, if adjustment of advance is not made in invoice raised, then Institute has all the rights to take suitable action against CHA.

28. In near future if Chandigarh International Airport starts facilities of import/exports of the goods, custom clearance; then CHA has to use the same facility from Chandigarh accordingly.

29. Majority of shipments (approximate number -100 per year) come from USA, Germany, UK, Japan, Italy, France, Switzerland, HongKong, Canada, South Korea, Singapore, Austria, Denmark, China, Thailand, Malashya, Israel.

30. Manpower for loading/Unloading at the Institute will have to be arranged by CHA. Equipment's/items may be required to be placed at specified lab/location/sites. Handling of heavy items may require a crane/ forklift /larger labour force. Safety of the equipment and the person involved in doing so will be CHA's responsibility.

31. The company should have valid Consolidation & CHA Licenses in their own name. A copy of valid/permanent Custom License of at least five year old as CHA & Consolidation in the name of bidder should be attached with the tender. PAN number/GST number should be in the name of same company and bidder should be registered with Tax Authorities, enclosed the copy.

32. The Bidder should be certified under ISO 9001:2015 quality system certification and registered member of IATA or FIATA. The bidder should have their own facility for Customs clearance for Air & Sea Cargo and Foreign Post Office.

33. The Bidder should have successfully executed at least two similar Freight Forwarding and Custom Clearance works in any IIT's/NIT's/IISER's/CSIR-Labs/ICAR/ICMR/Educational Institute/ Central University(ies) with minimum 50 shipments (per client) custom clearance each year, during the last three financial years (i.e. 2017-18, 2018-19 and 2019-20). Documentary evidence about satisfactory completion of the work together with Certificate from the client must also be enclosed with complete mailing addresses telephone numbers, fax number, e-mail address and name of the concerned person. Kindly attach experience certificate with number of shipments cleared and

satisfactory performance. Institute clears its shipments under customs notification number 51/96 @ 5.50% custom duty. The Bidder should submit minimum of 10 copies of bills of entry per client assessed with custom duty @5.50% per contract (except nil duty clearance) in the last year (2019-2020) from 3 clients (Total 30 bill of entry). Only first page of Bill of entry is required. All bill of entries should be serial numbered from 1 to30.

34. The bidder should have minimum turnover of not less than INR 1 crore per annum (enclose details) exclusive of custom duty payment. Balance sheet of previous three years 2017-18 (i.e. 31.3.2018), 2018-19 (i.e. as on 31.3.2019) and 2019-2020 (i.e. as on 31.3.2020) (Provisional Balance sheet can be attached for 2019-20) duly audited or certified by the Chartered Accountant be enclosed along with a statement showing three years turnover separately. Turnover should be given in the following format duly certified by the Chartered Accountant (As chart given below)

Financial years	Turnover exclusive of custom duty (₹)	Custom duty (₹)	Total (A+B) ₹
2017-18			
2018-19			
2019-20 (provisional figures)			

35. The agency should have at least 5 years' experience in the business of consolidation and custom clearance. A declaration in this regard is required to beenclosed.

36. Experience to handle either one perishable or one live animal shipments (Firms should produce copy of at least one bill of entry along with AWB either for Perishable or one for live animal shipment during last five years (2015-16, 2016-17, 2017-18, 2018-19 & 2019-20)

37. *The firm/company with whom Government transactions are banned or barred or suspended or blacklisted due to any reasons including corrupt and fraudulent practices adopted by them shall not be eligible to submit the bids. An undertaking with notarized certificate on non- judicial stamp paper worth of ₹ 100/- should be uploaded (As Annexure- II given) with the tender documents and original should be submitted with Tender fee and EMD.*

38. The Bid should be valid for a period of 90 days from the date of Bid opening.

39. The Bidder must have associates at the Gateway international Airports and a list of such associates detailing location, names, fax, e-mail, telephone numbers etc. must be enclosed.

40. The Bidder must have water proof covered storage space either owned or on lease/ hired basis within Delhi limit for the entire duration of the contract. Documentary evidence to establish the same needs to be submitted along with the offer duly attested by the Public Notary. Should also have Liability Insurance policy for the warehousing. (Attached Insurance copy with technical bid).

41. Consignments will have to be delivered during office hours between 9 AM to 5.30 PM as far as possible and practicable. Perishables/Radioactive etc. consignments can be delivered even after office hours or during holidays, etc. to ensure their ACTIVITY/SAFETY with prior intimation to Institute. Radioactive items should be handled with proper safety precautions.

42. Please declare the percentage and amount against each description in Price BOQ. Do not leave any column blank /or fill zero, If there are no charges.

43. Any separate charges for CHA warehouse at New Delhi will not be paid extra on any circumstances.

44. Every six months, a copy of IATA rates will be required to be submitted by CHA. In case of shipments on FOB/FCA basis, no Terminal charges, Forwarder's fee; Charges for loading to carrier in shipping country etc. will not paid separately.

45. Legal jurisdiction will be at Mohali. All matters and disputes under contract shall be subject to jurisdiction of Mohali, SAS Nagar, Punjab courts only.

46. It is made clear that if any information/certificate furnished by the bidder is subsequently, after or before award of the contract, is found to be untrue or false, the award of the contract may be terminated by the Institute at its discretion forthwith and the bidder/contractor shall have no claim, whatsoever, in this regard and the EMD or the Performance Bank Guarantee, as the case may be, would be liable for forfeiture, wholly or in part, at the discretion of the Institute.

47. The technical bid should be page numbered.

B) CRITERIA FOR EVALUATION OF BIDS:-

48. Qualifying Technical bid is pre-requisite for opening financial bid. The bidder has to fulfill all the criteria given in the Tender as well as in check list. The bidder required to fill page number in the below check list otherwise bid shall be **Rejected**.

Technical bid Check List

Sr.	Particular/ Description	For Compliance Write Yes/No	Page Number in Technical Bid
1.	Valid Consolidation & CHA Licenses		
2.	PAN number/GST number		
3.	ISO 9001:2015		
4.	Registered member of IATA or FIATA		
5.	The firm(s) successfully executed the CHA job during last three years, at least two Government Institution minimum 50 shipments per client. (Certificate required from the respective Institution/departments) (As per Sr. no. 33 of Tender)		
6.	30 bill of entries of 3 Govt clients (As per Sr. no. 33 of Tender)		
7.	Minimum turnover should not less than INR 1 crore per annum (As per Sr. No. 34 of Tender)		
8.	5 years' experience in the business of consolidation and custom clearance (As per Sr. No. 35 of Tender)		
9.	Experience to handle either one perishable or one live animal shipments (Firms should produce copy of at least one bill of entry along with AWB either for Perishable or one for live animal shipment during last five years (2015-16, 2016-17, 2017-18, 2018-19 & 2019-20) (As per Sr. No. 36 of Tender)		
10.	Certificate for Non-Black Listing as per Annexure-II		
11.	Associates at the Gateway international Airports and a list of such associates detailing location, names, fax, e-mail, telephone numbers etc. must be enclosed		
12.	Covered storage space either owned or on lease/ hired basis within Delhi limit and Should also have Liability Insurance policy for the warehousing. (Attached Insurance copy with technical bid)		
13.	Prepaid deposit account with AAI		
14.	EDI connection issued by customs for in-house system for receiving and submitting the bill of entries		
15	list of authorized freight forwarders / overseas agents with their details		
16.	Current prevailing IATA rates enclosed		
17.	Tender Fee and EMD submitted		
18.	List of customers (with their full address) where service of similar nature were rendered during the last three years		

49. Bidder(s) have to submit/upload scan copy clearly visible as supporting documents page numbered, sign and stamped for technical evaluation failing which the bids will be summarily rejected.

Financial bid (Maximum marks 100)

50. **Schedule of rates** to be charged for clearance and other services and discount of Air/Sea freights. The Price Bid format is given below and bidders have to quote in Price Bid as classified in eight categories. Each bidder who qualify technically will be given the marks from 01-100 for price bid evaluation. The highest discount offered for IATA Rates (for import and export shipments) shall get maximum weightage/marks and proportionately marks for other bidders shall be derived. For category III to VIII, the lowest quoted charges shall be given maximum score. Total Score shall be calculated from obtained marks in each category.

Sr. No.	Particular/ Description	Weightage (total 100)
Category -I	**% (Percentage) discount offered on IATA rate reckoner coming under the consol of CHA single flat discount** (a) Please mention only single discount figure on current IATA rates irrespective of country, size, volume, shape, dimension including all airline charges such as war, security, fuel surcharge, CC fee, etc. including AAI charges, TSP Charges, clearance from customs. *Please note that only chargeable weight as mentioned on invoice by supplier/airline shall only be taken into consideration.	50 marks
Category -II	**Charges for Export Shipment** I) % (Percentage) discount offered on IATA rate for export shipments. Please mention only single discount figure on current IATA rates irrespective of country, size, volume, shape and dimension.	5 marks
Category –II-B	**Charges for Export shipment** II) Agency, security, fuel, handling, pickup from IISER Mohali, delivery charges (₹) III) Charges to ship the item from foreign Airport, custom clearance and transportation to consignee place. (₹) (for any country/volume, quote one rate)	5 marks
Category -III	Charges for Dangerous Goods/DGR (for any country, quote one rate)	5 marks
Category -IV	Charges for sea freight from anywhere in the world including sea freight, Clearance from customs/dry port For FOB consignment (Rate per KG) (for any country/volume, quote one rate) (Custom duty charges, Concor/CWC charges etc if any, will be reimbursed as actual against receipts).	10 marks
Category -V	CIP/CIF shipment clearance charges (per consignment) Including agency, attendance, clearance, and transport charges {from any airport /sea port/ICD for any volume, quote one rate} (DO collection, Custom duty charges, AAI, TSP Charges etc if any, will be reimbursed as actual against receipts).	10 marks
Category-VI	Ex-works charges (For Ex-works consignments) up to FCA/FOB through air and sea freight (for any country/volume, quote one rate)	5 marks
Category -VII	Charges for replenishment of dry ice having perishable contents (for any country/volume, quote one rate)	5 marks
Category -VIII	Per shipment transportation charges from CHA warehouse/Delhi to IISER Mohali (for any country/volume, quote one rate)	5 marks

51. Discounts/Concessions offered conditionally by the bidders will be rejected.
52. Bidder with maximum marks in total score of financial bid shall be selected.
53. Kindly clearly mentioned the category/ies on which GST is applicable and on what rate in the Price Bid BOQ. Not intimating applicable GST against each category will not be entertained at later stage.
54. All MSME/NSIC/Startup Units shall be considered as per provisions/rules prescribed by Govt of India.

-Sd-
Assistant Registrar (P&S)

ANNEXURE-I

Undertaking by the Bidder

(On Company / Bidder's Letterhead)

1. We agree to ship the consignment within 7-10 days after receiving from the principal supplier and after clearance from airport/seaport in India, it will be delivered to the premises of IISER Mohali within 7 working days and will be distributed to the concerned indentor immediately. In case of perishable items, it will be delivered within minimum time with proper arrangements.
2. We agree to pay the customs duty up to Rs. 5 lakh for all consignments at the time of clearance from airport/seaport and its reimbursement within 30 working days (excluding courier time) against paid Challan. We shall submit original bill along-with the paid challans for reimbursement of customs duty so paid within fifteen days. We also undertake to pay the customs duty beyond Rs. 5 Lakh in certain circumstances in terms of the stipulation of the bid document.
3. We agree to confirm/check regarding insurance of the consignments before moving the same from respective country. If any loss is incurred due to noninsurance, the same may be deducting from our bills.
4. We agree to take insurance policy for all export /re- import consignments prior to shipment.
5. We agree to provide name and complete address of all associates located in different countries along with the names, telephone no, fax no and e-mail address of their contact persons.
6. We agree that we shall not claim any demurrage charges, if paid by us at the time of clearance for the shipments, if the material comes by our consol.
7. We agree to properly monitor & clear the consignment shipped by other consol and direct orders within demurrage free period. If the intimation and documents is received in advance, we shall not claim any demurrage.
8. We agree that the house airway bill number, date and master airway bill number and date will be intimated to the institute at least two days before of its arrival at the New Delhi airport for the purposes of insurance coverage of the consignments.
9. We agree that we shall collect necessary documents (BRO, catalogue, NOC,CDEC etc.) required for clearing of consignments both from airport and seaport by deputing our representative as and when required, without any delay.
10. We agree that we shall submit the original House Airway Bill, copy of Master Airway Bill, Customs signed Invoice, Bill of Entry both Importer Copy and Exchange Control Copy along with the clearing charges bills within fifteen days of clearance of the shipment.
11. We shall prepare the air freight bill and clearing charges bills strictly in accordance with the approved rates. Under no circumstances airfreight rates charged by us shall exceed those specified in the latest issue of IATA TACT book.
12. We agree to accept the custom notified exchange rates and T.T. Selling rate issued by the Canara bank, Branch Mohali/Chandigarh, for the purpose of calculation of airfreight charges or customs rate with documentary evidence.
13. We agree to the payment terms as mentioned in the terms and conditions.
14. We agree, if MAWB, HAWB, LC Number or Invoice detail of shipment will be found wrong then immediately intimate to IISER Mohali, Stores and Purchase sections by email/Phone/Fax with intimation to the principal supplier for correction etc, before filing the bill of entry.
15. We agree, if cargo is received in damaged condition/short landing cargo, no payment shall be made to the CHA till IISER Mohali receives the insurance claim. In such cases, we will file shortage/damaged/not found/not traceable notice with airport authorities and obtain necessary Certificate/Damage Certificate from the airline and lodge necessary claim with the concerned authorities under intimation to IISER Mohali
16. We agree, if the packet of consignment is found externally damaged at the airport/ seaport,

then we will first inform to IISER Mohali Purchase and Stores for insurance survey. It will also be applicable to those consignments which will come through other consol.

17. During inland transportations, any loss/damage shall be the sole responsibility of ours. In that case, we shall provide loss/damage certificate immediately and ensure following-up the insurance cases till reimbursement from the insurance company is received and only thereafter, we shall submit the clearance charge bill for payment.
18. As we shall handle sophisticated and valuable consignments as well, we shall furnish a Fidelity Bond of Rs.50,00,000/- (Rupees Fifty Lac only) valid for 36 +3 months in favour of "The Registrar, IISER Mohali" to safeguard the interest of IISER Mohali in the event of any loss to IISER Mohali for any act of omission and commission by us, which should be valid till contract period. The director IISER Mohali will have the discretion to order for the forfeiture of deposit for any breach of contract.
19. We shall submit performance Bank Guarantee from Nationalized Bank of Rs. 5,00,000/- valid at least for 36 +3 months from the date of contract period, if the contract is awarded in our favour. No interest will be payable to us on performance Bank Guarantee.
20. We agree that, we will not detain/withhold any consignment of IISER Mohali before or after the clearance, under any circumstances.
21. We shall submit the bills within 15 days of clearance of consignment with all relevant & supporting documents.
22. CHA shall furnish to IISER Mohali *Monthly progress report* giving details such as (i) Institute purchase order No. (ii) Brief description of items and quantity (iii) AWB No. (iv) Date when documents are shared with CHA and date of landing of shipment in India (Any Airport/Seaport) (v) Date of clearance and date of delivery to IISER Mohali. (vi) Remarks, in case of inordinate delay in clearing the consignment, the reason for the same.
23. CHA shall co-ordinate Courier and DAP shipments for smooth clearance without charges.
24. We have no objection, if Institute appoints/empanel multiple clearing agent/freight forwarders for the same task.
25. We agree and accept all the Terms & Conditions of the tender document.
26. We have no objection, if Institute uses other CHA for any shipment during tenure of contract.
27. We agree to sign Integrity Pact for CHA Contract.

Date:
Place:

Signatures:
Name in Full:
Designation:
Name of the Firm:
Official Seal:

ANNEXURE-II

Certificate for Non Black Listing

(On non-judicial stamp paper worth Rs. 100/-)

We.....(Name of Bidder) do hereby certify that our company/firm has not been black-listed /banned/suspended/debarred by any Government Department/Govt. Educational/Research Institute during the last three years.

Place:
Date:

Signature of Authorized Signatory

……

……

Name of Signatory

ANNEXURE – III

DECLARATION FOR NOT EXCEEDING IATA RATES
(On Company / Bidder's Letterhead)

To, Date:-
Director
Indian Institute of Science Education and
Research-Mohali SAS Nagar, Mohali Punjab-
140306

Re: Tender Ref. No- dated for Appointment of Custom House Clearance-cum-Consolidation Agent.

Sir,

I/we hereby confirm that quoted rates in Commercial Bid are not exceeding than those specified in Latest issue of IATA Tack Book (The Air Cargo Tariff and Rules**)**.

Yours faithfully,

(Signature of the Bidder)
Printed Name Designation
Seal Date :
Business Address :

ANNEXURE-IV

Bid Securing Declaration Form

Date:_____ E-Tender No. _____ E-Tender ID_____

To (insert complete name and address of the purchaser)
I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders. I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)
in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing he Bid Securing Declaration)
Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)
Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

PS: *Furnish the above in original stationary/letter head with signed and sealed.*