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 – 03AAAAI1781K2ZS

• **Phone : +91-172- 2240121** • **Fax : +91-172-2240124** • **http://www.iisermohali.ac.in** • **Email:** tenders@iisermohali.ac.in

Institute Website

IISERM(1706)25/26-Pur Dated: 22nd July 2025

Notice inviting Quotations for Empanelment

आईआईएसईआर मोहाली के निदेशक की ओर से, 2025-26 बैच के नए छात्रों के लिए गद्दे और तकिए की आपूर्ति हेतु विक्रेताओं के पैनल के लिए एकल बोली प्रणाली में, नीचे दिए गए तकनीकी विनिर्देशों और विवरणों तथा कंपनियों/फर्मों/व्यक्तियों/सोसायटियों/सेवा प्रदाताओं से बीओक्यू सूची के अनुसार, कोटेशन आमंत्रित किए जाते हैं। कृपया दस्तावेज़ संस्थान की वेबसाइट www.iisermohali.ac.in से डाउनलोड किए जा सकते हैं।

Quotations are invited on behalf of the Director, IISER Mohali in **SINGLE BID SYSTEM** for Empanelment of vendors for supplying mattresses & pillows for incoming students of 2025-26 batch, as per technical specification and details given below and BOQ list from the companies/firms/individuals/societies/service providers. The documents may please be downloaded from the institute website **www.iisermohali.ac.in**.

Sd/-

सहायक कुलसचिव (क्रय तथा भंडार)

Assistant Registrar (Stores & Purchase)

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

शिक्षा मंत्रालय, भारत सरकार द्वारा स्थापित

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Notice inviting Quotations for Empanelment

Tender Ref.- IISERM(1706)25/26-Pur	Dated : 22nd July 2025

Critical Date Sections

S.No.	Description	Date	Time
1.	Tender Publishing Date and time	22nd July 2025	6:00pm
2.	Tender Document download start Date & Time	22nd July 2025	6:00pm
3.	Bid Submission start Date &Time	22nd July 2025	6:00pm
4.	Bid Submission End date and Time	28th July 2025	Upto 2:30pm
5.	Tender opening Date and Time	28th July 2025	At 3:00pm

Offline quotations are invited on behalf of the Director, IISER Mohali in **SINGLE BID SYSTEM** for following item(s) from the original manufacturer/suppliers. Tender documents may please be downloaded from the Institute website **www.iisermohali.ac.in.**

2. Online Tender fee of Rs 590/- (Non-refundable) should be submitted by bidder favoring Registrar, IISER Mohali through NEFT/RTGS as per account details given below. UTR copy to be uploaded along with the technical bid.

3. EARNEST MONEY DEPOSIT (EMD): Tenderer must submit EMD of Rs. 10,000/- (Rupees Ten Thousand Only) in the format of e-payment / DD / FDR/ BG **OR Insurance Surety Bonds (ISB) such as, Bid and Performance Bonds issued by the insurance companies in terms of MoF D.O. Letter No. eR-13011/02/2019-Ins.II(Part1) dated 19.12.2024, irrespective of the items quoted i.e. schedule wise EMD amount as mentioned in the document will not be considered.** Without EMD, the tender will be summarily rejected.

A Bank Guarantee of equivalent amount from any Indian Nationalized bank/Scheduled Commercial Banks in a prescribed format **(Format enclosed below in Annexure - I)** favoring Registrar, IISER Mohali. BG should be valid for a period of 6 months. BG is also extendable depending on requirement. Original Scanned copy of Bank Guarantee needs to be uploaded along with tender which will be verified at the time of tender opening. **Original BG copy needs to be send by Post/Courier immediately to Assistant Registrar (S&P), Sector-81, Knowledge city, PO-Manauli, SAS Nagar Mohali-140306, Punjab & it needs to be received within 15 days from the date of tender opening. (OR)**

Online E-Payment shall be made through RTGS as per the details given below. However, online payment details i.e. UTR no and proof of current money transaction details are to be enclosed with our technical bid/tender:

Name: IISER Mohali
Account Number 4790101001912
Canara Bank, IISER Mohali Branch
IFSC : CNRB0004790

a) Payment of Earnest Money by cheque, T.D.R and F.D.R. will not be accepted.

b) Request for adjustment of dues from the Corporation towards EMD will not be entertained.

c) **Refund of EMD :-** The EMD of the bidders whose bids are not qualified/not acceptable will be refunded after finalization of tender in the form of e-payment to those bidders who deposited EMD in the form of e payment, without any interest, upon receipt of a written request by the bidder after deducting bank charges, if any. Those who submitted EMD in the form of BGs, the same will be returned duly to the unsuccessful bidders. For successful bidders, EMD will be returned after submission of Security Deposit / PBG (if applicable).

d) **MSMEs in India registered with appropriate authority as per latest notification shall be exempted from EMD payment provided they are registered for the item being quoted. 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, are required to furnish Annexure II.**

e) **BID-SECURITY DECLARATION :** The bidder should submit the Bid-Security Declaration as per the format attached at **Annexure-II. This is APPLICABLE ONLY FOR EMD exempted bidders.**

f) IISER Mohali will not be responsible for any delayed receipt of Original EMD/BG etc. caused by postal authorities/courier services and loss in transit or delay.

ITEM WISE DETAILS

Sr. No.	Description	Qty. (in units)
1.	**Empanelment of Vendors for supply of Mattresses & Pillows for the students of upcoming batch of 2025-26 on payment basis** **Technical Specifications:** **Size: 72 X 36 X 4 Inches** **[2 Inch EPE 2 Inch PU Foam (32D)]** **Warranty: 1 year minimum** **Scope of Work:** **IISER Mohali invites bids from the qualified vendors to get empaneled for supply of Mattresses and pillows to the students of upcoming batch of 2025-26 Academic year.** - The bidders shall set up their temporary shops in the campus at the designated places provided at their own expense. This arrangement shall be there for 1st and 2nd Week of August between 9 to 6 PM tentatively. - The students shall come and select the mattress of their choice and shall purchase and make the payment directly to the vendor. - The number of empaneled vendors could be more than one. - The empaneled vendors shall not indulge in any malpractice favoring each other. If anything is found verified in this connection, their Earnest money / security shall be forfeited. - The bidders have to quote mattresses of different types/quality (preferably high, medium, low) and the students shall chose based on their requirement. At least one of these should be authentic branded version. - The bidders have to submit samples of their quoted product for evaluation by the tender committee. Only the samples passed by the committee would be allowed for sale purpose to the students. - The tender committee may fix an upper limit to the cost to fix the reasonability/affordability of the price as such the requirement is for students only. - The quantity mentioned herein is tentative only and under no circumstances, the Institute can guarantee a minimum sold quantity. This would be an open market and shall work in tandem with the market forces. - **The charges of Rs. 2,500 + taxes per day would be payable by the empaneled vendors. The amount is to be deposited in the Institute Account.**	300-350 Approx.

A) IMPORTANT NOTES:-

I. **The Price BOO is in INR format. Bids are invited in INR only.**

II. **All MSME/NSIC/Startup Units shall be considered as per provisions/rules prescribed by Govt of India.**

B) AWARD OF CONTRACT:

The INSTITUTE shall consider empanelment of those bidders whose offers have been found technically, commercially and financially acceptable (L-1 firm). The INSTITUTE reserves the right to counter offer price(s) against price(s) quoted by any bidder.

C) PENALTY:

I. The Institute reserves the right to impose penalty on the vendor/contractor in case of violation of any terms and conditions stipulated in the NIQ, contract and order.

II. In case the vendor fails to submit the penalty, the Institute reserves the right to forfeit the entire amount of Earnest Money submitted by the vendor/contractor.

D) SUBMISSION OF TENDER

I. All bid/tender documents are to be downloaded from Institute Website only. All bid/ quotation documents are to be sent to the **Office of Assistant Registrar, Stores & Purchase Section, IISER Mohali, Knowledge City, Sector-81, S.A.S. Nagar, Mohali only** and in the designated cover/ part against the tender ID. Tenders/ bids shall be accepted only through offline mode and no online submission of the same shall be entertained except tender fee and EMD. Submission after due date shall not be accepted.

II. The quotes should be kept in a big envelope super-scribing **"Quotations for empanelment of vendor for supply of mattresses and pillows"** at IISER Mohali Campus and **NIQ documents should be submitted in Tender Box (Store & Purchase Section)** in favour of The Assistant Registrar (S&P), Indian Institute of Science Education and Research, Mohali, Sector 81, Knowledge City, S.A.S. Nagar, Mohali, Punjab – 140306.

III. The quotations shall be opened at the office of the Assistant Registrar (P&S), IISER Mohali, on above given date and time. If the tender opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be attended on the next working day at same time and place.

IV. The bidder shall be required to furnish the following documents along with the bid in hard copy at the Institute on or before last date and time of submission. The documents/NIQ duly filled in and stamped by the authorized signatory on each and every page along with all necessary Annexures as per NIQ. **Quotations not submitted in the prescribed form and as per the terms and conditions shall be liable for rejection.**

Check List of Documents (signed & stamped) to be provided by the bidder:

S. No.	Particulars of Documents	Yes/No	Page No. (As per technical bid)
1.	**NIQ Document / Copy of NIQ (duly signed and stamped)**		
2.	**EMD as per Annexure-I OR EMD remittance details (UTR/NEFT/RTGS)** **(issued by nationalized / schedule commercial bank in prescribed format)**		
3.	**Tender Fee**, if applicable or Exemption Certificate (NSIC/MSME Certificate)		
4.	Undertaking Bid Security Declaration Form – **Annexure-II (on letter head duly signed and stamped)**		
5.	**Attached Copy of PAN**		
6.	**Attached Copy of GST**		
7.	**Technical-cum-price bid**		

**** If checklist is not provided by the bidder along with ABOVE DOCUMENTS the bid shall be summarily rejected.***

V. The bidder shall submit copy of the PAN Card, GST number duly signed and stamped. **Also bidders applying against 'MSME/NSIC Certificate" issued by appropriate Authority, should ensure that the certificate attached is relevant to the area of service/supply. For example, If the tender is for "supply & installation of Desktop"** ***the certificate should be issued for activity/area of "Computer supply and services activities etc" otherwise bid will be REJECTED without prior notice.***

E) INSTRUCTIONS

1. The quantity mentioned in this inquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute. Before the deadline for submission of the online bid, IISER Mohali reserves the right to modify the tender document terms and conditions. Such amendment/modification will be notified on website against said tender ID.

2. The rates offered should be FOR Chandigarh/Mohali in case of firms situated outside Chandigarh/Mohali, and free delivery at the Institute premises in case of local firms. Conditional tenders will be summarily rejected.

3. **GST, applicable as per GOI Norms**.

4. Bidder/s quoting in currency other than **Indian Rupee (INR**) should explicitly mention the currency in which tender quoted wherever applicable in bid along the tender documents.

5. The commencing of service / delivery period should be specifically stated in the technical bid. Earlier delivery will be preferred.

6. If any information furnished by the bidder is, at any stage found to be incorrect, false or fabricated, the Institute/purchaser shall have the absolute right to forfeit the security deposits, in addition to cancellation of contract, forfeiting the warranty/performance

Guarantees and other action in accordance with law, such as black-listing, risk & cost etc.

7. Validity of offer: 90 days.

8. The right to reject all or any of the quotation and to split up the requirements for itemized L-1 or relax any or all the above conditions without assigning any reason is reserved by the IISER Mohali. For any corrigendum and addendum please be checked http:/www.iisermohali.ac.in

9. Disputes, if any, shall be subject to jurisdiction in the court of Mohali only.

Sd/-
सहायक कुलसचिव (क्रय तथा भंडार)
Assistant Registrar (Stores & Purchase)

ANNEXURE-I

PROFORMA FOR BANK GUARANTEE TOWARDS EMD
(TO BE USED BY ALL NATIONALISED BANKS/ SCHEDULED COMMERCIAL BANKS)

Ref. Bank Guarantee No.
Date:

To
The Registrar
Indian Institute of Science Education and Research Mohali
Sector – 81, Knowledge City,
PO – Manauli, SAS Nagar,
Mohali – 140 306, Punjab.

Dear Sir,

WHEREAS M/s. _____ having its registered office at _____ (hereinafter called "the supplier") has undertaken in pursuance of Contract No. _____ Dated _____ against Supply of _____ (hereinafter called "the order")

AND WHEREAS it has been stipulated by you in the said order that the Supplier shall furnish you with a bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the supplier's performance obligations in accordance with the order.

AND WHEREAS We, _____ Bank a body Corporate constituted under _____ having its Head Office at _____, having amongst others a branch office at _____ (hereinafter referred to as the "The Bank" which expression shall unless repugnant to the context or meaning thereof, include all its successors, administrators, executors and assignees) have agreed to give the Supplier a Guarantee at the request of the supplier.

THEREFORE WE _____ Bank hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of Rs. _____ [Rupees _____ Only] and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of _____ [Rupees _____Only] as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until _____.

Notwithstanding anything contained hereinabove.

i) Our liability under this Bank Guarantee shall not exceed Rs. _____ [Rupees _____only]
ii) This Bank Guarantee shall be valid upto _____.
iii) We are liable to pay the guaranteed amount or any part hereby under this bank guarantee only and only if you serve upon us a written claim or demand on or before _____.

Dated the _____ day of _____ 2025
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ANNEXURE-II

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.*

Tender inviting Authority: <Director IISER Mohali>					
Name of Work: <Empanelment of Vendors for supplying mattresses & pillows for incoming students of 2025-26 batch>					
Contract No: <IISERM (1706) 25/26Pur>					
Bidder Name: < >					
Sr. No.	Item Description	Quantity	Unit Rate (without taxes)	GST & taxes	Total Amount with Taxes
1.1	Mattresses (Type 1)	1			
1.2	Mattresses (Type 2)	1			
1.3	Mattresses (Type 3)	1			
2.1	Pillows	1			
3.1	Other charges if any				
Total in figures					

Sign. & stamp of bidders