# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

(शिक्षा मंत्रालय का एक स्वायत संस्थान, भारत सरकार के अधीन)

सैक्टर–81, नॉलेज सिटी, पो.ओ. मनौली, 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


**E-Quotation Ref. No.:** IISER/25-26/AE(E)/MISC-4 **Date:** 20.09.2025

## Notice Inviting E-Quotation

1. The Assistant Engineer(E), IISER Mohali on behalf of the Director, IISER Mohali, invites online bids under two bid system i.e. technical bid and financial bid through E- Central Public Procurement Portal i.e. https://eprocure.gov.in/eprocure/app from eligible contractor for the work mentioned below.

| | | |
|---|---|---|
| **Name of work** | **:** | **Procurement of consumables and spare parts for ROs, STPs etc at IISER Mohali.** |
| **E-Quotation Ref. No** | : | IISER/25-26/AE(E)/MISC-4 |
| **Estimated Cost** | **:** | INR 2,35,478/- |
| **Earnest Money** | : | INR 4,710 (MSME/ NSIC certificate in lieu of EMD should Be relevant to the work, for which tender is called) |
| **Tender Form Cost** | : | INR 590.00 |
| **Stipulated period of work** | : | Two Weeks |

## Critical Date Section

| S. No | Particular | Date | Time |
|---|---|---|---|
| 1. | Tender publishing date and time | 20.09.2025 | 11:00AM |
| 2. | Tender documents download start date and time | 20.09.2025 | 11:00AM |
| 3. | Bid submission start date and time | 20.09.2025 | 11:00AM |
| 4. | Bid submission end date and time | 25.09.2025 | 11:00AM |
| 5. | Technical bid opening date and time | 26.09.2025 | 11:05AM |

1. Tender document may be downloaded from the website of E-Central Public Procurement portal (https://eprocure.gov.in/eprocure/app) and www.iisermohali.ac.in . Tender should be submitted online along with valid documents of eligibility criteria within the date mentioned above.

2. The Director, IISER Mohali shall be the "Accepting Authority" hereinafter referred to as such for the purpose of this contract.

3. For any information, other modifications and/or corrigendum may kindly visit IISER Mohali website http://www.iisermohali.ac.in and also publish on https://eprocure.gov.in/eprocure/app.

**SUBMISSION OF TENDER:**

Tender shall be submitted by the Bidders in two parts:

**(i) Technical Bid. – Cover I (ii) Financial Bid. - Cover II**

The two bid system will be followed for this tender. In this system the bidder must submit bid **on line at E-Procurement Portal( i.e. https://eprocure.gov.in/eprocure/app)** his offer in two covers. "**Cover No. l- Technical Bid along with requisite fee details and all forms under seal and signature of Bidder" mentioned below and "Cover No.2 - Financial Bid"** respectively.

The **Cove I** (Technical Bid) shall consist of following:

i) **Earnest Money** -The bidder shall furnish as part of its bid, an EMD of Rs.4,710. The EMD is to be submitted through Demand Draft of any Scheduled / Nationalized Bank (drawn in favour of "Registrar, IISER, Mohali") payable at Mohali.

ii) **Cost of Tender Form** - The Cost of Tender Form Rs.590/- (non refundable) is to be submitted through Demand Draft of any Scheduled *1* Nationalized Bank (drawn in favour of "Registrar, IISER, Mohali") payable at Mohali.

**Note -** The original payment instrument like Demand Draft of any Nationalized Bank against Earnest Money of Tender sent to the address- **Assistant Engineer(E), IISER Mohall, Sector-81, knowledge City, PO- Manauli, SAS Nagar Mohali-140306, Punjab** by post/speed post/courier/by hand before bid opening date & time

iii) **Important Documents uploads in .pdf format only:-**

a) Scanned copy of DD of EMD and Tender Fee. (MSME/ NSIC certificate in lieu of EMD should be relevant to the work, for which tender is called).
b) Scanned copy of IT Return for the last three financial years.
c) Scanned copy of local office in tri-City.
d) Scanned copy of valid PAN and GST number.
e) Scanned copy of work experience.
f) Scanned copy of Tender Accept.

**The Cover II** (Financial Bid) shall consist of following:

* Schedule of price bid of in the form of BoQ_XXXXX.xls (Will be formulated according to the type of work)

Assistant Engineer(E)
IISER Mohali

**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) MOHALI**
**NOTICE INVITING E-QUOTATION FOR**
**"PROCUREMENT OF CONSUMABLES AND SPARE PARTS FOR ROS, STPS ETC AT IISER, MOHALI (PUNJAB).**

1. E-quotations are invited on the behalf of Director IISER Mohali from the contractors for the work of - "Procurement of consumables and spare parts for ROs, STPs etc at IISER Mohali, Sector-81, SAS Nagar," Punjab.
Estimated cost : Rs.2,35,478/-
Earnest Money: Rs.4,710 favouring Registrar, IISER Mohali and payable at Mohali.

2. This contract document consists of schedule of quantities, quotation form, brief specifications, uploaded on web site www.iisermohali.ac.in & www.eprocure.gov.in. Bidder who bid for the work are required to submit separately Demand Draft of Rs.590/- favouring Registrar, IISER Mohali as application fee and payable at Mohali.
3(A). The E-quotations/documents shall be uploaded by the bidder before (As per detail at Page 1) and envelope No.1 only containing earnest money, conditions and bid documents shall be opened on the next day in the presence of bidders or their authorized representative who may like to be present. Application fees and EMD in original have to be submitted before opening the quotations. No consideration will be given to a quotations received after the above stipulated time and date. Eligibility related documents shall be evaluated for criteria stipulated at 3(B) and agencies/contractors will accordingly be qualified/disqualified by the competent Authority. The financial bid of qualified bidder shall then be opened at notified time, date and place. The rates of each items must be quoted in figures and words.
3(B). Contractors who fulfil the following criteria shall be considered by IISER Mohali for technical evaluation (if required) and opening of commercial bids:
I). Contractors/firms should have successfully completed directly during last 7 years ending last day of the month previous to the one in which the bidding are invited, either three similar works costing not less than 40**%** or two similar works costing not less than 60**%** and one similar work costing not less than 80**%** of the estimated cost of the work.

*Similar work means* "**Consumable for UV System or water filter systems**".

II). Average annual financial turn over during the last 3 (three) years ending 31st March of the previous year should at least be 30**%** of the estimated cost of work.
III). Not incurred loss in more than two years during the last five years ending 31st March of the previous year.
4. The time allowed for the completion of work two weeks to be reckoned from the day of date of written order to commence the work. Rs.4,710 in the form of demand draft only drawn in favour of the "Registrar, IISER Mohali" payable at Mohali. Any quotation not accompanied by such earnest money will not be opened. The earnest money in the shape of demand draft/bank guarantee of successful bidder will be adjusted towards initial security deposit.
5. The contractor will upload his quotation after examining the whole of the documents, condition of the contract, clauses of contract, agreement specifications and drawings etc. He may familiarize himself with the site conditions, if he desires so.
6. The offer shall remain valid for 120 days from the date of submission of bids. The value of the quotation shall be valid for any variation upto 30 percent of the contract value of said work. Any item

can be withdrawn or substituted without any claim from the contractor.

7. If any bidder whose bid is accepted fails to undertake the work as per terms of the contract within ten days to be reckoned from the date of issue of allotment letter, the earnest money deposited by him will be forfeited.

8. The Engineer-In-charge does not bind himself to accept the lowest or any quotation and reserves the right to reject any or all quotations without assigning any reason.

9. Canvassing in connection with quotations is strictly prohibited and the quotations submitted by the contractor who resorts to canvassing will be liable to rejection.

10. The undersigned will not reimburse any expenditure, whatsoever, that may be incurred by bidders for the preparation and submission of quotations.

11. This notice inviting quotations, form the part of the contract agreement to be executed by the successful bidder with the Engineer In charge.

12. The Institute may deploy officials to inspect the work executed by the bidders in the past, if required.

13. All the correspondence on the above quotation shall be addressed to undersigned.

14. The Institute reserves the right to accept or reject any quotation without assigning the reasons thereof.

15. 0.5% penalty per week subject to maximum of 5% value of awarded work shall be imposed in the delay of execution.

16. The work has to be done at all height and therefore, the Contractor before quoting, must visit the site to understand the scope of work, site conditions, feasibility and the condition of the existing surface, so as to acquaint himself with the work to be executed.

17. Any packing case or left over material, instruments and tools etc., brought to site by the firm and dismantled old lift material would be the property of the firm. It will be the firm responsibility to take back the cited material on gate pass to be issued by the Institute.

**GENERAL CONDITIONS OF THE RFQ**

1. E-Quotations must be submitted in two bid system i.e, Technical & Commercial, otherwise, their bid will be rejected

2. Rates to be inclusive of GST, etc.

3. Rates to remain firm during the duration of work as well as for the extended period, if any. No escalation in rates will be allowed in any circumstances.

4. The contractor shall comply with all statutory requirements in respect of said work.

5. The quantity can be increase or decrease.

6. The work shall be for the period of two weeks..

7. The rates shall be quoted in the enclosed schedule of quantities and duly signed by the contractor.

8. Penalty of 0.5% per week shall be imposed for delay in work.

9. EMD amounting to Rs.4,710 in favour of Registrar IISER, Mohali payable at Mohali.

Assistant Engineer(E),
IISER Mohali

**Annexure-A**

**TENDER ACEPTANCE LETTER**

(To be given on Company Letter Head)

Date:

To,

Assistant Engineer(E)

IWD, IISER Mohali

Sub: Acceptance of Terms and Conditions of Tender.

Tender Reference No.: IISER/25-26/AE(E)/MISC-4

Name of Tender/Work:- Procurement of consumables and spare parts for ROs, STPs etc at IISER Mohali.

Dear Sir

1. I/We have downloaded/obtain the tender documents(s) from the above mentioned Tender/Work from the website(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/We had read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.) which from part of the contract agreement and I/We shall abide hereby by the terms/conditions/clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting the acceptance letter.

4. I/ We hereby unconditionally accept the tender conditions of above mentioned tender document(s) in its totality/entirety.

5. In case any provision of this tender are found violated, then your department/organization shall without prejudge to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the bidder, with official seal)