



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली  
(मानव संसाधन विका मंत्रालय का एक स्वायत्त 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  
(Estd. By Ministry of Human Resource Development, Govt. of India)  
Sector – 81, Knowledge City, P.O. Manauli, S.A.S. Nagar, Mohali, Punjab -140306



E-Quotation Ref. No.: IISER/22-23/EE-EO/RFQ-01

Date: 06.05.2022

### **Notice Inviting E-Quotation**

1. The Executive Engineer 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** : **Cleaning of kitchen ducts in Hostel 5,6,7,8 at IISER Mohali**  
**E-Quotation Ref. No** : IISER/22-23/EE-EO/RFQ-01  
**Estimated Cost** : INR 67,050/-  
**Earnest Money** : INR 1,400.00/- (MSME/ NSIC certificate in lieu of EMD should Be relevant to the work, for which tender is called)  
**Stipulated period of work** : Six weeks

### **Critical Date Section**

S. No	Particular	Date	Time
1.	Tender publishing date and time	06.05.2022	06:55PM
2.	Tender documents download start date and time	06.05.2022	06:55PM
3.	Bid submission start date and time	06.05.2022	06:55PM
4.	Bid submission end date and time	14.05.2022	03:00PM
5.	Technical bid opening date and time	16.05.2022	11:00AM

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](http://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. 1- 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.1,400.00/- (Rupees one thousand and four hundred only). The EMD is to be submitted through Demand Draft of any Scheduled / Nationalized Bank (drawn in favour of “Registrar, IISER, Mohali”).

**Note** - The original payment instrument like Demand Draft of any Nationalized Bank against Earnest Money of Tender sent to the address- **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 (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 work experience.

**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)

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Executive Engineer  
Head IWD, IISER Mohali

**INDIAN INSTITUTE OF SCIENCE EDUCATION  
AND RESEARCH (IISER) MOHALI  
NOTICE INVITING E-QUOTATION FOR**

**“CLEANING OF KITCHEN DUCTS IN HOSTELS 5,6,7,8” AT IISER MOHALI (PUNJAB).**

1. E-quotation are invited on the behalf of Director IISER Mohali from the contractors for the work of “Cleaning of kitchen ducts in Hostels 5,6,7,8 at IISER Mohali.

Estimated cost : Rs.67,050/- Inclusive of GST

Earnest Money: Rs.1,400/- favouring Registrar, IISER Mohali and payable at Mohali.

2) This contract document consists of schedule of quantities, quotation form, brief specifications, can be uploaded on web site [www.eprocure.gov.in](http://www.eprocure.gov.in) & our official website [www.iisermohali.ac.in](http://www.iisermohali.ac.in).

3(A). The quotations shall be submitted to the undersigned by 15:00 hrs on 14.05.2022 (**14<sup>th</sup> day of May 2022**) and envelope No.1 only containing earnest money, conditions and bid documents shall be opened on the next day at 15:05 hrs. Application EMD in original have to be submitted before opening the e-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 (Envelope No 2) of qualified bidder shall then be opened at notified time, date and place. The rates of each item must be quoted in figures and words.

3(B). Contractors who fulfill 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, 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 50% and one similar work costing not less than 80% of the estimated cost of the work, of at least one should be in Govt./Semi Govt/ PSU/ Autonomous Body.

**Similar work means** - “Cleaning/repair of exhaust system or AC duct”.

II). Average annual financial turn over during the last 3 (three) years ending 31st March of the previous year should at least be 50% 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 **Six weeks** to be reckoned from the day of date of written order to commence the work. Rs.1,400/- 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 agency must undertake the work by taking all precaution for social distancing.
15. The Institute reserves the right to accept or reject any quotation without assigning the reasons thereof.

## **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 six weeks.
7. The rates shall be quoted in the enclosed schedule of quantities and duly signed by the contractor.
8. The agency must undertake the work by taking all precaution for social distancing for COVID 19 protection.
9. Penalty of 0.5% per week shall be imposed for delay in work.
10. EMD amounting to Rs.1,400/- in favour of Registrar IISER, Mohali payable at Mohali.

-sd/-  
Executive Engineer