



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

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CPPP/Institute Website

IISERM (1562)22/23-Pur

Dated: 21st July 2022

निविदा आमंत्रण सूचना NOTICE INVITING TENDER

शिक्षा के लिए जी-सूट एंटरप्राइज के लिए जी-सूट 250 लाइसेंसेसों के नवीनीकरण के लिए नीचे दिए गए विवरण के अनुसार दो बोली प्रणाली में निदेशक, आईआईएसईआर मोहाली की ओर से निविदाएं आमंत्रित की जाती हैं यानी <https://eprocure.gov.in/eprocure/app> निविदा दस्तावेज ई-प्रोक्योरमेंट पोर्टल की वेबसाइट <https://eprocure.gov.in/eprocure/app> और संस्थान की वेबसाइट www.iisermohali.ac.in से डाउनलोड किए जा सकते हैं।

Tenders are invited on behalf of the Director, IISER Mohali in **TWO BID SYSTEM** as per details given below for the **Renewal of G-Suite 250 Licenses for G-Suite Enterprise for Education** 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.

सहायक कुलसचिव (क्रय तथा भंडार)

Assistant Registrar (Stores & Purchase)

NOTE: This is a domestic Tender according to the DPIIT Order dated 15/07/2017 and subsequent amendments to the order for Public Procurement Preference & PROVISION FOR LOCAL SUPPLIERS TOWARDS PREFERENCE TO MAKE IN INDIA. The bidder required to declare on the letter head the percentage of Local content for the quoted instrument and submit with the Technical Bid. Bidder should also give details of the location(s) at which the local value addition is made.



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
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निविदा आमंत्रण सूचना / TENDER NOTICE

Tender Ref.- IISERM(1562)22/23-Pur	Dated : 21 st July 2022
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Critical Date Sections

Sr.	Description	Date	Time
1.	Tender Publishing Date and time	21 st July 2022	6:00pm
2.	Tender Document download start Date & Time	21 st July 2022	6:00pm
3.	Bid Submission start Date & Time	21 st July 2022	6:00pm
4.	Bid Submission End date and Time	03 rd August 2022	Upto 11:00am
5.	Tender opening Date and Time	04 th August 2022	At 11:30am

Tenders are invited on behalf of the Director, IISER Mohali in **TWO BID SYSTEM**. Tender fee of Rs 590/- (Non-refundable) should be submitted by bidder in favour of IISER Mohali through mode in Institute Account (Canara Bank Saving Account Number 4790101001912 and IFSC Code CNRB0004790). However, scanned copy of the Tender fee/UTR copy should be attached on website along with technical bid. **Micro & MSME/NSIC and Firms registered and the firms registered with concerned Ministries/ Departments, the bidders are exempted from payment of Tender Fee as per GOI notifications/GFR (2017) and Ministry of Finance OM No. F.9/4/2020-PPD dated 12 November 2020.**

The hard copy of bid superscribing the envelope with “Tender for Providing supply of **Renewal of G-Suite 250 Licenses for G-Suite Enterprise for Education** and NIT/tender No. should be submitted in Tender Box (Stores & Purchase Section) in favour of:

Bidders will also be required to execute bond/undertaking Bid Security Declaration Form attached as ANNEXURE-I in lieu of EMD.

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

ITEM WISE DETAILS

Sr. No.	Description	Qty. (in units)
1.	<p><u>Renewal of G-Suite 250 Licenses for G-Suite Enterprise for Education</u></p> <p>Item Name:-</p> <p>a) Google Workspace for Education Plus -Legacy -250 b) Google Workspace for Education Plus - Legacy (Student) -2500 c) Google Workspace for Education Fundamentals – Unlimited Licenses</p> <p><u>Technical Specifications:</u></p> <ul style="list-style-type: none"> ▪ Includes all the features in Education Fundamentals and Standard editions ▪ All google services/features provided under Education Plus as per ongoing plan. ▪ Collaboration tools including Classroom, Docs, Sheets, Slides and Forms ▪ Upto 500 meeting participants with live streaming using Google Meets ▪ Meeting recordings saved to Google Drive ▪ Unlimited originality reports ▪ Advanced device management for iOS, Android and Windows ▪ Advance app management with security access rules ▪ Gmail and Classroom insights and analysis using BigQuery ▪ Personalised Cloud Search for your domain making finding data easy ▪ Data loss prevention for Gmail and Drive ▪ SAML integration to on premises server ▪ Support services 24/7 ▪ Technical Admin Training ▪ Online security implementation with DLP with other internal software & tools. ▪ To Get the storage needed to support enhanced tools with Education Plus, on top of the 100 TB of pooled cloud storage. ▪ Additional 20GB Drive Storage with each paid Licences on top of 100 TB <p><u>Note:</u> The Bidder should have a local office in tricity (Chandigarh/Mohali/Panchkula)</p>	250 licenses

A) IMPORTANT NOTES:-

- I** **This is a domestic Tender according to the DPIIT Order dated 15/07/2017 and subsequent amendements to the order for Public Procurement Preference & PROVISION FOR LOCAL SUPPLIERS TOWARDS PREFERENCE TO MAKE IN INDIA. Bidders should also give details of Localtions(s) ;at which the local value addition is made. Bidders are requested to furnish the declaration regarding local content/locations in Annexure II through CPPP portal.**
- II** **Restriction under Rule 144 (xi) of the General Financial Rules (GFRs). 2017 under sub clause 3, in terms of DOE, MoF No. F.18/37/2020-PPD dated: 8th February, 2021:**
 - (i) A bidder is permitted to procure raw material, components, sub-assemblies etc. from the vendors from countries which shares a land border with India. Such vendors will not be required to be registered with the Competent Authority, as it is not regarded as "sub-contracting".
 - (ii) However, in case a bidder has proposed to supply finished goods procured directly/indirectly form the vendors from the countries sharing land border with India, such vendor will be required to be registered with the Competent Authority.

- III. **The Hard Copy Price Bid to be furnished in Annexure-III.**
- IV. **The Hard Copy bids should be submitted directly by the original manufacturer/supplier/OEM, the OEM is required to furnish certificate to this effect. If quotation is submitted/filled by any representative/ agent/dealer then they must attach a Authorization Authority certificate from the principal company/OEM.**
- V. **All MSME/NSIC/Startup Units shall be considered as per provisions/rules prescribed by Govt of India.**
- VI. **Warranty: Minimum one year, if not mentioned above.**

B) SUBMISSION OF TENDER

- I. All bid/tender documents are to be downloaded from Institute website/ Central Public Procurement portal i.e. <https://eprocure.gov.in/eprocure/app> only and in the designated cover/ part to be submitted in hard copy in Tender Box at Administrative Building, IISER Mohali. Also attach **Annexure I** (Bid Securing Declaration Form) and **Annexure-II** (Local Content/MII Declaration) if registered as Micro & MSME/NSIC and Firms registered and the firms registered with concerned Ministries/ Departments and other documents, proofs as specified above. Late tenders will not be accepted.
- II. **THE TECHNICAL AND FINANCIAL BIDS TO BE SUBMITTED IN SEPARATE ENVELOPES.** The envelope of both technical and financial bid to be kept in a single big envelope superscribing the envelope with “Tender for Providing of **Renewal of G-Suite 250 Licenses for G-Suite Enterprise for Education** and NIT/tender No. should be submitted in Tender Box (Administrative Building) in favour of The Assistant Registrar (P&S), Indian Institute of Science Education and Research Mohali Sector-81, Knowledge City, SAS Nagar, Mohali, Punjab, India-Pin: 140306.
- III. The bids shall be opened at the office of the Assistant Registrar (S&P), IISER Mohali, on above given date and time. IISER Mohali will not be responsible for any error like missing of schedule data while downloading by the Bidder.
- IV. The bidder shall be required to furnish the following documents along with the Bid in hard copy at the institute on or before the last date and time of submission:
 - a. The tender documents (copy of NIT) duly filled in and stamped and copies of work order as stated by the authorized signatory on each and every page in two bid system (TECHNICAL (consisting of copy of NIT/ANNEXURE-1 & FINANCIAL ANNEXURE-III to be quoted separately (in separate envelop) both bids in one packet/envelop.
 - b. Tender not submitted/ in the prescribed form along with **ANNEXURE-I** (Micro & MSME/NSIC and Firms registered and the firms registered with concerned Ministries/ Departments), if exemption in payment of tender fee is availed, and as per the tender terms and conditions shall be liable for rejection. 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 & services in area of” the certificate should be issued for activity/area of “Computer supply and services activities etc” otherwise bid will be REJECTED without notice.
 - c. The bidder shall attach copy of the PAN Card, GST number duly signed and stamped.
 - d. The bid will not accept any bid after the scheduled date and time of submission of bid.

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

S. No.	Particulars of Documents	Yes/No	Page No. (As per technical bid)
1.	Tender Notice Document Copy of NIT		
2.	Technical Compliance Sheet		
3.	Authorization/MAF Certificate from OEM (principle)/ Manufacturer certificate		
4.	Tender Fee , if applicable or Exemption Certificate (NSIC/MSME Certificate)		
5.	Undertaking Bid Security Declaration Form – Annexure-I (on letter head duly signed and sealed)		
6.	Annexure-II declaration of Local content/MII, with complete information (if applicable)		
7.	Attached Copy of PAN		
8.	Attached Copy of GST		

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

- V. The bidder shall attach scanned 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 notice.**
- VI. E-procurement system ensures locking on the scheduled date and time. The system will not accept any bid after the scheduled date and time of submission of bid.

C) INSTRUCTIONS

1. The Hard Copy bids should be submitted directly by the original manufacturer/supplier, If quotation is submitted/filled by any representative/agent/dealer then they must attach a authority certificate from the principal company for quoting the price otherwise such quotation will be rejected.
2. 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 Hard Copy 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.
3. The rates offered should be FOR Chandigarh/Mohali in case of firms situated outside Chandigarh/Mohali/Panchkula (should have local office in tricity-Chandigarh/Mohali/Panchkula), and free delivery at the Institute premises in case of local firms. Conditional tenders should have local will be summarily rejected.
4. In case of Ex-godown terms the amount of packaging forwarding freight etc. should clearly be indicated by percentage or lump sum amount. Institute has policy not to make any advance payments towards any purchase, Letter of credit can be opened if required.
5. **Custom Duty, applicable as per GOI Norms.**
6. **GST, applicable as per GOI Norms.**
7. Bidder/s quoting in currency other than **Indian Rupee (INR)** in **Annexure-III** should explicitly mention the currency in which tender quoted wherever applicable in Technical Bid along the tender documents.
8. The delivery period should be specifically stated. Earlier delivery will be preferred.
9. **The firms are requested to provide detailed description and specifications together with the detailed drawings, printed leaflets & literature of the article quoted and also should enclose Technical Compliance Sheet. The name of the manufactures and country of manufacture should also**

invariably be stated. In the absence of these particulars and documents, the quotation is liable for rejection. Tenders not accompanied by detailed information as required, are liable to be rejected.

10. 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.
11. Validity of offer: 90 days.
12. The warranty period after satisfactory installation should be mentioned and firm should replace all manufacturing defect parts/ whole item under warranty without any extra cost including clearance, freight, taxes. Security deposit/Performance Bank Guarantee @ 3% of the value of supply order, in terms of *Ministry of Finance, DoE, GOI, OM. No. F.9/42020-PPD dated 12-11-2020 and extension of vide circular no. F.9/4/2020-PPD dated: 30th December 2021* as per norms may be sought from the firms.
13. 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 the website <https://eprocure.gov.in/eprocure/app> and <http://www.iisermohali.ac.in>
14. Disputes, if any, shall be subject to jurisdiction in the court of Mohali only.

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

ANNEXURE-I

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 the 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.*

ANNEXURE-II

SELF DECLARATION

[For Local Content of Products, Services or Works]

File No.

To,

The Director

Indian Institute of Science Education and Research

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

Sector-81, Knowledge city, PO-Manauli,

SAS Nagar Mohali-140306, Punjab

1. With reference to Order no P.-45021/2/2017 PP (BE-II) dated 04.06.2020 and No. P-45021/2/2017-PP(BE-II) dated 16-09-2020 of DPIIT, Ministry of Commerce and Industry, Govt. of India, we fall under the following category of supplier (please tick the correct category) for the items for which this tender has been floated and being bided.

- ☐ **Class I local supplier** – has local content equal to more than 50%. Local contents added at _____ (name of location).
- ☐ **Class II local supplier** – has local content more than 20% but less than 50%. Local contents added at _____ (name of location).
- ☐ **Non-local supplier** – has local content less than or equal to 20%. Local contents added at _____ (name of location).

2. We are solely responsible for the abovementioned declaration in respect of category of supplier. False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which we may can be debarred for up to 2 years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be permissible under law.

Signature & seal of the company

Name and address of the organization

.....
.....
.....

Date:

Note: In cases of procurement for a value in excess of Rs. 10 crores, the 'Class-I local supplier' / 'Class-II local supplier' shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.

ANNEXURE-III

PRICE-FINANCIAL BID

Bidder Name & Address										
Sl. No.	Item Description	Quantity	Units	Quoted Currency in INR / Other Currency	BASIC RATE In Figures To be entered by the Bidder Rs. P	GST	Freight Charges (Unloading & Stacking)	TOTAL AMOUNT Without Taxes	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	4	5	12	7	9	10	15	16	17
1,1	Renewal of G-Suite 250 Licenses for G-Suite Enterprise for Education (Technical Specification as given below)	250	Nos	INR						
1,2	Other Charges if any (A)	01	No	INR						
1,3	Other Charges if any (B)	01	No	INR						
1,4	Other Charges if any (C)	01	No	INR						
1,5	Other Charges if any (D)	01	No	INR						
Grand Total (in Rs.)										
Quoted Rate in words										