



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 (1569)22/23-Pur

Dated: 29th August 2022

ई - निविदा आमंत्रण सूचना NOTICE INVITING E-TENDER

आगतुक छात्रावास के लिए धुलाई सेवाएं प्रदान कराने के लिए एकल बोली प्रणाली में निदेशक, आईआईएसईआर मोहाली की ओर से ऑनलाइन निविदाएं आमंत्रित की जाती हैं। तकनीकी विनिर्देश और नीचे दिए गए विवरण के अनुसार और सीपीपीपी पर कंपनियों/फर्मों/व्यक्तियों/सोसाइटियों आदि से बीओक्यू सूची अर्थात <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।

Online tenders are invited on behalf of the Director, IISER Mohali in **SINGLE BID SYSTEM** for **PROVIDING OF LAUNDRY SERVICES FOR VISITOR HOSTEL** as per technical specification and details given below and BOQ list from the companies/firms/individuals/societies etc. 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.

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



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली
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ई - निविदा आमंत्रण सूचना / E-TENDER NOTICE

Tender Ref.- IISERM(1569)22/23-Pur	Dated : 29 th August 2022
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Critical Date Sections

Sr.	Description	Date	Time
1.	Tender Publishing Date and time	29 th August 2022	6:00pm
2.	Tender Document download start Date & Time	29 th August 2022	6:00pm
3.	Bid Submission start Date & Time	29 th August 2022	6:00pm
4.	Bid Submission End date and Time	27 th September 2022	Upto 11:00am
5.	Tender opening Date and Time	28 th September 2022	At 11:30am

Online tenders are invited on behalf of the Director, IISER Mohali in **SINGLE BID SYSTEM** for following item(s) from the service provider 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. Online Tender fee of Rs 590/- (Non-refundable) should be submitted by bidder in favour of IISER Mohali through Online 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 uploaded 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.**

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

ITEM WISE DETAILS

Sr. No.	Details of Specifications	Qty.
1.	Providing of Laundry Services for Visitor Hostel from reputed companies/firms/ individuals/societies etc.	As per below details

LIST OF LAUNDRY

S. No.	Items	Estimated Volume Annually (approximate)*
1.	Bed Sheets	1440
2.	Big Towel	840
3.	Hand Towel	120
4.	Pillow Cover	840
5.	Curtain (occasional)	70
6.	Dry-cleaning of Blanket (occasional)	60

Terms and Conditions:

- 1) The Service Provider will be liable to collect the counted Laundry from Visitor Hostel Reception of the Institute after obtaining gate pass from the Institute Reception and after cleaning/washing/ironing/Dry Cleaning, the counted laundry would be delivered at the academy reception at their own expenses on the next day and returned the gate pass of that collection.
- 2) The Service Provider will be liable to deliver the washed laundry at the Visitor Hostel Reception at their own expenses on the same day on priority basis during conferences or any emergency.
- 3) The Institute reserves the right to conduct surprise inspection at their laundry washing premises and the defects/deficiencies if any found, shall be removed by the Service Provider to the satisfaction of competent authority.
- 4) In case of non-providing of services/inferior quality services/damage to the clothes etc. Institute reserves the right to impose suitable penalty on the service provider as decided by the competent authority.

MODE OF PAYMENT

- (i) The 'Institute' shall make payment on per unit basis for the laundry services subject to the satisfactory performance of services.

* The rates should be valid for period of one year from date of issue of contract. The contract can be extended for further one year subject to satisfactory performance.

A) IMPORTANT NOTES:-

- I. The online updated 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.**
- III. Auto-extension of last date for E-Tenders has been activated by CPP Portal which has participation 2 bids or less.**

B) AWARD OF CONTRACT: PLACEMENT OF ORDER

The INSTITUTE shall consider SERVICE CONTRACT of laundry services of those bidders whose offers have been found technically, commercially and financially acceptable. The INSTITUTE reserves the right to counter offer price(s) against price(s) quoted by any bidder.

C) **PERFORMANCE BANK GUARANTEE & EXECUTION OF CONTRACT:**

- I. Firm whose offer is accepted will have to furnish Performance Security of an amount equal to 3% of the value of contract, in favour of REGISTRAR IISER MOHALI issued by any scheduled bank.
- II. The performance Bank Guarantee submitted should be valid for Contract period plus three months.
- III. The Performance Bank Guarantee shall be refunded within 15 to 90 days after completion of the contract as per order, or after the expiry of contract on satisfactory completion of the same whichever is later.
- IV. No interest will be paid on Performance Security.
- V. In case of breach of any terms and conditions of the contract or on unsatisfactory performance, the amount of security deposit shall be liable forfeited by DIRECTOR IISER MOHALI and his decision shall be final
- VI. The expenses of completing and stamping the agreement shall be paid by the bidder.

D) **SUBMISSION OF TENDER**

- I. All bid/ tender documents are to be uploaded online at Central Public Procurement portal i.e. <https://eprocure.gov.in/eprocure/app> only and in the designated cover/ part on the website against tender ID. Tenders/ bids shall be accepted only through online mode and no manual submission of the same shall be entertained except tender fee and EMD. Late tenders will not be accepted.
- II. The online bids 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. IISER Mohali will not be responsible for any error like missing of schedule data while downloading by the Bidder.
- III. The bidder shall upload the tender documents duly filled in and stamped by the authorized signatory on each and every page. Tender not submitted/uploaded in the prescribed form and as per the tender terms and conditions shall be liable for rejection.

Check List of Documents (signed & stamped) to be provided and uploaded 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	N.A.	--
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.	Attached Copy of PAN		
7.	Attached Copy of GST		

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

- IV. The bidder shall upload 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 prior notice.**

- V. The bidder shall upload scanned copy of the PAN Card, GST number duly signed and stamped.
- 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.

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 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.
2. 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.
3. 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.
4. **GST, applicable as per GOI Norms.**
5. The delivery period should be specifically stated. 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 performance Guarantees and other action in accordance with law, such as black-listing, risk & cost etc.
7. Validity of offer: 90 days.
8. 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.
9. 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>
10. 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.*