



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 (1572)22/23-Pur

Dated: 09th September 2022

ई - निविदा आमंत्रण सूचना NOTICE INVITING E-TENDER

टीबीआई आईआईएसईआर मोहाली द्वारा आयोजित 24 सितंबर 2022 को स्टार्टअप कॉन्क्लेव के दौरान लेक्चर हॉल कॉम्प्लेक्स और एबी 1, आईआईएसईआर मोहाली के बीच लॉन क्षेत्र में स्टॉल प्रदान कराने के लिए दो 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 मूल निर्माता/आपूर्तिकर्ता से बीओक्यू सूची अर्थात् <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 **TWO BID SYSTEM** for the **Providing of the Stalls at the lawn area between Lecture Hall Complex and AB1, IISER Mohali during Startup Conclave on 24th September 2022 conducted by TBI IISER Mohali** as per technical specification and details given below and BOQ list from the service provider/firms 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.

Sd/-

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



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ई - निविदा आमंत्रण सूचना / E-TENDER NOTICE

Tender Ref.- IISERM(1572)22/23-Pur	Dated : 09 th September 2022
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Critical Date Sections

Sr.	Description	Date	Time
1.	Tender Publishing Date and time	09 th September 2022	6:00pm
2.	Tender Document download start Date & Time	09 th September 2022	6:00pm
3.	Bid Submission start Date & Time	09 th September 2022	6:00pm
4.	Bid Submission End date and Time	15 th September 2022	Upto 11:00am
5.	Tender opening Date and Time	16 th September 2022	At 11:30am

Online tenders are invited on behalf of the Director, IISER Mohali in **TWO BID SYSTEM** for following item(s) from the service provider/firms 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 paid and 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.	Description	Qty. (in units)
1.	Providing of the Stalls at the lawn area between Lecture Hall Complex and AB1, IISER Mohali during Startup Conclave on 24th September 2022 conducted by TBI IISER Mohali Detailed Specifications: 1. Shamiana: Full covering with brand new cloth & carpeting, super structure with trusses, sealing Fans etc. W:100 x L:120 x H:20 = Area : 12000	01
	2. Lounges: Elevated with Wooden platform, carpeting & skirting, Full covering with brand new cloth & carpeting, super structure with trusses, sealing Fans etc. W:24 x L:24 x H:16	01
	3. Fabric drapings & cloth work: fabric décor main entrance building struture complete passage from main auditorium to expo area. W:60 x L:100 x H:24	01
	4. Stalls Octonum: pre-fabricated Octonum stalls, with wooden platform, fresh carpeting & front MDF black skirting. W:10 x L:10 x H:10	100
	5. Stalls Octonum furniture & lights: One table two chairs one dustbin 2 lights.	100
	6. Stalls Octonum Facia with sunboard: Exhibitors name with digital print and installation. W:3 x L:0 x H:1	100
	7. Food stalls: Carpeting, trusses, cloth drapings, Fans. W:12 x L:12 x H:12	10
	8. Registration Desk: Front desk with branding sunboard Size 8x3x3, 4 chairs Size W:16 x L:16 x H:06	01
	<u>Other Terms & Conditions:</u> 1. Bidders should have executed atleast one (01) similar services in Academic Institute of National Importance; Autonomous Bodies IITs/IISERs/NITs/ University during conference/symposium and fest. The copies of work order to be enclosed along with Technical bid. Otherwise bids will be rejected. 2. All the work to be completed one day before, successful bidder shall obtain the work completion certificate from the user. 3. Successful bidder shall submit a layout plan with dimensions within 2 days from the date award of work. 4. Bidder should have registered with GST, PF, ESI departments (registration certificates required). 5. GST shall be extra from rates quoted by the bidders. 6. Manpower, logistics etc. all shall be included in the price quoted by the bidder.	

A) **IMPORTANT NOTES:-**

- I **The online updated Price BOO is in INR format. Bids are invited in INR only against domestic tender.**
- II **The Online bids should be submitted directly by the service provider/firms. If quotation is submitted/filled by any representative/ agent/dealer then they must upload a Authorization Authority certificate from the principal company/OEM.**

- III. **All MSME/NSIC/Startup Units shall be considered as per provisions/rules prescribed by Govt of India.**
- IV. **Auto-extension of last date for E-Tenders has been activated by CPP Portal which has participation 2 bids or less.**

B) 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 Annexure I (Bid Securing Declaration Form). Late tenders will not be accepted.
- II. The online bids shall be opened at the office of the Assistant Registrar (S&P), 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/NIT duly filled in and stamped by the authorized signatory on each and every page along with all necessary Annexures as per NIT. 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 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.	Compliance Sheet		
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)		
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.*

- IV. **The 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.**
- V. 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 Online bids should be submitted directly by the service provider/firms, if quotation is submitted/filled by any representative/agent/dealer then they must upload 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 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.
3. The rates offered should be FOR Chandigarh/Mohali Conditional tenders will be summarily rejected.
4. **The amount of packaging forwarding freight etc. if any should clearly be indicated by percentage or lump sum amount in BOQ.**
5. **GST, applicable as per GOI Norms.**
6. The delivery period should be specifically stated. Earlier delivery will be preferred.
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 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)

Name and Address: _____

(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.*