



IISER Mohali

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

मानव संसाधन विकास मंत्रालय, भारत सरकार द्वारा स्थापित
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CPPP/Institute Website/Newspaper

IISERM(694)16/17Pur

29th August 2016

NOTICE INVITING QUOTATION

On the behalf of Director, IISER-Mohali, sealed tenders in **TWO BID SYSTEM** {Technical and Commercial separate, (i) Technical bid envelope containing - Technical write-up, EMD and Tender Fee (ii) Commercial bid envelope containing price detail. Technical and commercial bid should be sealed in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed} are invited, for purchase of following item along with sample and EMD money by DD /Banker Cheque/FDR/ Bank guarantee of Rs 20,000/- and tender fee of Rs 500/- (non-refundable) through DD in favour of the Registrar, IISER Mohali, payable at Mohali/Chandigarh so as to reach us latest by **16th September 2016** before 1 pm and will be opened on the same day at 4pm.

Sr.	Description	Qty
01	Workstation four seater (As per specification enclosed)	05
02	Workstation four seater (As per specification enclosed)- 10 seater (4+4+2) Drawing enclosed	03
03	Chair - Revolving with adjustable height Black colour, push back chair, seat made of 12mm hot pressed plywood with PU foam and fabric tapestry.	30

NB : Sample will be required alongwith the quotation for above items and sample for workstation, one seating sample also be acceptable. Bid without sample will not accept. Quantity may be increased or decreased.

INSTRUCTIONS

1. The Quotation should be addressed to the Assistant Registrar (S&P), IISER Mohali should on the top of the envelope invariably give Reference number with due date and time of submission of quotation. Quotation should be submitted directly by the original manufacturer/supplier, If quotation is submitted by any representative/agent/dealer then they must have to produce a authority certificate of principal party for quotating the price otherwise it will be very difficult at this end to consider such quotation.

2. One time importers from China with custom made specifications are highly discouraged.
3. 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 bid, IISER Mohali reserves the right to modify the bidding document and to extend or not to extend the date of submission. Such amendment/modification will be notified to bidders receiving the bidding document in writing or fax/ email and will also be hosted on IISER Mohali website.
4. The rates offered should be FOR Chandigarh/Mohali in case of firms situated outside Chandigarh/Mohali, and free delivery at the Institute premises in case of local firms. Supplier from outside India should mention the **Ex-works/FOB/FCA/CIF/CIP** price clearly. Conditional tenders will be summarily rejected
5. 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.
6. THE INSTITUTE IS EXEMPTED FROM EXCISE AND CUSTOM DUTY under notification no-51/96 –CUSTOM DATED 23/7/1996 AND DSIR REGISTRATION NO TU/V/RG/-CDE(1062)/2011 DT. 02/09/2011 / EXCISE NOTIFICATION NO. 10/97- CENTRAL EXCISE DT. 01.03.1997
7. TAX: - This Institute is not exempted from the payment of Sales Tax/Service Tax/VAT. The current rate (i.e. percentage of Sales Tax should be clearly indicated included or excluded) wherever chargeable. Please also provide the copy of PAN card, TIN number, Service tax number, Sales tax number duly self-attested.
8. The delivery period should be specifically stated. Earlier delivery will be preferred
9. The firms are requested to give detailed description and specifications together with the detailed drawings, printed leaflets and literature of the article quoted. The name of the manufactures and country of manufacture should also invariably be stated. In the absence of these particulars, the quotation is liable for rejection.
10. Validity of offer: 90 days. 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/ Bank Performance Guarantee for 10 % of the value of supply order as per norms may be sought from firms.
11. Late or delayed quotation will not be accepted.
12. The right to reject all or any of the quotation and to split up the requirements or relax any or all the above conditions without assigning any reason is reserved. For any corrigendum and addendum our website may please be checked regularly.
13. Disputes, if any, shall be subject to jurisdiction in the court of Mohali only.

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(Mukesh Kumar)
Assistant Registrar (S&P)