



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

(मानव संसाधन विकास 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 -140 306

Tender Form Cost- Rs.590/-

Tender Ref. No.: IISER/EE-EO/19-20/RFQ-02

Date: 30.04.2019

Notice Inviting Quotation

1. The Executive Engineer on behalf of the Director, IISER Mohali, invites online bids under single bid system 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 :- Hiring of Fire Consultant for obtaining fire NOC of different Buildings (19 Nos Total covered area 125000 sqm) at IISER Mohali.

Tender Ref No : IISER/EE-EO/18-19/RFQ-02
Estimated cost : INR 50,000/-
Earnest Money : INR 1,000/-
Stipulated period of work : Till completion of work

Critical Date Section

Sr. No	Particular	Date	Time
1.	Tender publishing date and time	30.04.2019	06:55 PM
2.	Tender documents download start date and time	30.04.2019	06:55 PM
3.	Bid submission start date and time	30.04.2019	06:55 PM
4.	Bid submission end date and time	08.05.2019	03:00 PM
5.	Technical bid opening date and time	09.05.2019	03:30 PM

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 . 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.1,000/- (Rupees One Thousand hundred only). The EMD is to be submitted through Demand Draft of any Scheduled / Nationalized Bank (drawn in favour of “Registrar, IISER, Mohali”).
- ii) **Cost of Tender Form** - The Cost of Tender Form Rs.590/- 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 and Cost of Tender Form 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 and Cost of Tender Form.
- b) Scanned copy of IT Return for the last three financial years.
- c) Agency has to submit copy of valid Fire Consultant registration certificate
- d) Scanned copy of work experience in Government Dept.,

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**

**“Hiring of Fire Consultant for obtaining fire NOC of different Buildings (19 Nos) AT IISER,
MOHALI (PUNJAB)”**

e-quotations are invited on the behalf of Director IISER Mohali from the Consultants for the work of -
“Hiring of Fire Consultant for obtaining fire NOC of different Buildings (19 Nos) at IISER Mohali”.

1. Estimated cost : Rs.50,000/- inclusive GST

Earnest Money: Rs.1,000/- favoring 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. Bidder who bid for the work are required to submit separately Demand Draft of Rs.590/- favoring Registrar, IISER Mohali as application fee and payable at Chandigarh.

3(A). The e-quotations shall be uploaded by the undersigned by 15:00 hrs on (8th day of May 2019) and envelope No.1 only containing earnest money, conditions and bid documents shall be opened on the next working day at 15:30 hrs. Application fees and EMD in original have to be submitted before opening the 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/Consultants 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 items must be quoted in figures and words.

3(B). Consultants who fulfill the following criteria shall be considered by IISER Mohali for technical evaluation (if required) and opening of commercial bids:

I). Agency has to submit copy of valid Fire Consultant registration certificate.

II) Consultants/firms should have successfully completed in Govt. sector only, 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, directly executed in any Govt/ Autonomous/PSU department/organization. Similar work means “Provided Fire NOC for buildings” .

III). 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.

IV). 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 till completion of work. Rs.1,000/- 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. Agency has to quote their rates in Schedule of Quantities as per enclosed BOQ, clearly indicating basic rates with inclusive of GST as per format. The rates quoted shall be inclusive of all cost components for successful execution of work.
9. The job includes providing necessary printouts of drawings in A-3/A-2 size sheets, relevant photocopies and other documentation works
10. Payment shall be made after online submission of documents towards provisional fire NOC to Fire Department Punjab / MC SAS Nagar, Mohali and on receipt of provisional Fire NOC certificate. No advance payment is admissible. The requisite NOC fee shall be paid by Institute.
11. For payment, Original invoice including GST shall be submitted to IISER. Payment will be made after necessary deductions such as IT and Cess shall be applicable at the time of billing.
12. Once the Agency has given unconditional acceptance to IISER Quotations terms & conditions in its entirety, they will not be permitted to put any remarks(s) / condition(s) except unconditional rebate on quoted rates, if any in Schedule of Quantity
13. 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.
14. Canvassing in connection with quotations is strictly prohibited and the quotations submitted by the contractor who resorts to canvassing will be liable to rejection.
15. The undersigned will not reimburse any expenditure, whatsoever, that may be incurred by bidders for the preparation and submission of quotations.

16. This notice inviting quotations, form the part of the contract agreement to be executed by the successful bidder with the Engineer In charge.
17. The Institute may deploy officials to inspect the work executed by the bidders in the past, if required.
18. All the correspondence on the above quotation shall be addressed to undersigned.
19. The Institute reserves the right to accept or reject any quotation without assigning the reasons thereof and to call for any other detail or information from any of the agency.
20. IISER shall be empowered to discontinue the contract on unsatisfactory performance.

GENERAL CONDITIONS OF THE RFQ

1. The rates shall be quoted in the enclosed schedule of quantities.
2. Rates to be inclusive of GST, etc.
3. The contractor shall comply with all statutory requirements in respect of said work.
4. All work to be carried out as per specifications stipulated in NIQ.
5. Work to be executed in accordance with CPWD general conditions of contract and all payments/guarantee/security/and other conditions as deemed necessary shall be governed in accordance with it.
6. EMD amounting to Rs.1,000/- in favour of Registrar IISER, Mohali payable at Mohali.

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:
<https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement (<https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder :Enrollment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username as assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with Signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

SEARCH FOR TENDER DOCUMENTS

- 1) There are various search option built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 1) Once the bidders having selected the tenders they are interested in, they may download the required documents / tender schedules. The tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e- mail in case there is any corrigendum issued to the tender document.
- 2) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification I help from the Helpdesk.