



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

मानव संसाधन विकास मंत्रालय, भारत सरकार द्वारा स्थापित

सैक्टर-81, नॉलेज सिटी, प० ओ० मनोली, एस० ए० एस० नगर, मोहाली, पंजाब 140306

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI

(Established by Ministry of Human Resource Development, Govt. of India)

Sector-81, Knowledge city, PO-Manauli, SAS Nagar Mohali-140306, Punjab

PAN No. - AAAAII781K GSTIN No:- 03AAAAII781K2ZS

• Phone : +91-172-2240086 & 2240121 • Fax : +91-172-2240124, 2240266 • <http://www.iisermohali.ac.in> • Email: stores@iisermohali.ac.in

CPPP/Institute Website

IISERM (1281)19/20Pur

Dated: 14th October 2019

NOTICE INVITING E-TENDER

Online tenders are invited on behalf of Director, IISER Mohali in **TWO BID SYSTEM** for the **Providing of Binding works for Books and Journals of Library** as per technical specification and details given below and BOQ list from the original manufacturer/supplier 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-

(Mukesh Kumar)
Assistant Registrar (P&S)



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E-TENDER NOTICE

Tender Ref.- IISERM(1281)19/20Pur

Dated :- 14th October 2019

Critical Date Sections

| Sr. | Description | Date | Time |
|-----|--|-------------------------------|--------------|
| 1. | Tender Publishing Date and time | 14 th October 2019 | 6:00pm |
| 2. | Tender Document download start Date & Time | 14 th October 2019 | 6:00pm |
| 3. | Bid Submission start Date & Time | 14 th October 2019 | 6:00pm |
| 4. | Bid Submission End date and Time | 05 th Nov 2019 | Upto 11:00am |
| 5. | Tender opening Date and Time | 06 th Nov 2019 | At 11:30am |

Online tenders are invited on behalf of Director, IISER Mohali in **TWO BID SYSTEM** {Technical and commercial separately} for the following item(s) from the original manufacturer/supplier 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. Tender fee in shape of DD/Banker Cheque of Rs 590/- (Non-refundable) and EMD of Rs 2,000/- should be submitted by DD /Banker Cheque/FDR/ Bank Guarantee in favour of the Registrar, IISER Mohali payable at Mohali. However, scanned copy of the both tender fee and EMD should be upload on website along with technical bid part. The hard copy of the same in original to be send to the address mentioned below duly superscribing the supply/work name and reference/ tender ID on the envelope and same must reach before opening the bid and if not received within due date the bid will be rejected summerly.

The Original EMD and Tender Fee should be sent to:

Assistant Registrar (P&S)

Indian Institute of Science Education and Research Mohali

Sector-81, Knowledge City, SAS Nagar, Mohali, Punjab,

India, Pin: 140306

Non-receipt of original EMD and Tender Fee will lead to rejection of tender.

Item Details: -

| Sr. | Description | Qty. (in units) |
|---|--|----------------------------|
| 1. | Providing of Binding works for Books and Journals of Library <u>Technical Specifications:</u> Half leather binding with tape stitched in Double board (spine) and corner with Leather, top with good quality of Rexene cloth. Stitching should be overcastting and never stabbing. (Embossing and lettering should be done in gold lettering for books, journals etc.) | As per requirement |
| <u>Terms & Conditions for binding:</u> 1. Quotation per item of work should be strictly according to specifications. Please show the sample of the binding in gold printing/Ink Printing in the Library. 2. It may also please mentioned that up to which size and thickness your rates are quoted. In case you have different rates for different size and thickness then this should be quoted separately in Price Bid format 3. The work will be executed in good workman like manner and to the satisfaction of IISER Mohali 4. The sample binding work will be shown to the library before binding. 5. Erasing and over writing on spine will be not accepted. 6. In case the work is not satisfied then binder is responsible for redo the work at their own cost. 7. Whatsoever may be the case, the cartage will be borne by the binder for both ways and binder will bring back bound volumes of journals and books etc. to the premises within 15 days from the date of taking books and journals from IISER Library for binding purpose. 8. The rate should be quoted in decimal coinage 9. Please supply the list of the institutions where you have done binding work. 10. <u>Successful Firm should deposit Rs. 5000.00 as Security money.</u> 11. The Director, IISER Mohali reserves the right to accept any or reject all the quotations without assigning any reasons thereof. In case of dispute of any kind, the decision of the Director will be final. | | |

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.
- 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 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.

INSTRUCTIONS

1. The Online bids should be submitted directly by the original manufacturer/supplier, 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 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.
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. THE INSTITUTE IS EXEMPTED FROM EXCISE AND CUSTOM DUTY under notification no- TU/V/RG/-CDE(1062)/201 CUSTOM DT.30.08.2016.
6. Tax: This Institute is not exempted from the payment of GST. The current rate (i.e. percentage of GST should be clearly indicated included or excluded) wherever chargeable. Please also provide/upload the copy of PAN card, GST number duly self-attested.
7. Concessional GST is applicable for all the items purchased for Research labs vide Ministry of Finance, notification no. 45/22017 dated 14.11.2017 and 47/2017 dated 14.11.2017.
8. Bidder/s quoting in currency other than **Indian Rupee (INR)** should explicitly mention the currency in which tender quoted wherever applicable in Technical Bid along the tender documents.
9. The delivery period should be specifically stated. Earlier delivery will be preferred.
10. The firms are requested to provide/upload 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.

11. 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 @ 10 % of the value of supply order as per norms may be sought from the firms.
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 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>
13. Disputes, if any, shall be subject to jurisdiction in the court of Mohali only.

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(Mukesh Kumar)
Assistant Registrar (P&S)