



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

Executive Engineer cum Estate Officer

Telefax No. : 0172-2240110

E- Quotation Ref. No.: IISER/22-23/EE-EO/MISC- 01

Date: 09.05.2022

Notice Inviting E-Quotation

1. The Executive Engineer on behalf of the Director, IISER Mohali, invites online bids under two bid system i.e. technical bid and financial bid 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:- Repair, periodic servicing of Direct Cooling and Package Units at IISER Mohali.

E-Quotation Ref No : IISER/22-23/EE-EO/MISC-01

Estimated cost : INR 3,91,248/-

Earnest Money : INR 7,900/-

Tender Form Cost : Rs. 590/-

Stipulated period of work : One year, which shall be extendable further.

Critical Date Section

S. No	Particular	Date	Time
1.	Quotation publishing date and time	09.05.2022	06:55 PM
2.	Quotation documents download start date and time	09.05.2022	06:55 PM
3.	Bid submission start date and time	09.05.2022	06:55 PM
4.	Bid submission end date and time	17.05.2022	03:00 PM
5.	Technical bid opening date and time	18.05.2022	03:05 PM

1. E-Quotation document may be downloaded from the website of E-Central Public Procurement portal (<https://eprocure.gov.in/eprocure/app>) and www.iisermohali.ac.in . E- Quotation 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>.

NOTE: Bidder should to be fill Servicing rates in BOQ1 & Consumable items rates during Servicing in BOQ2

SUBMISSION OF E-QUOTATION:

E- Quotation 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 E- Quotation. 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. I- Technical Bid along with requisite fee details and all forms under seal and signature of Bidder" mentioned below and "Cover No.II - Financial Bid" respectively.

Cover –II, i.e. Price Bid:

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. 7,900/- (Rupees seven thousand and nine hundred only). The EMD is to be submitted through Demand Draft of any Scheduled / Nationalized Bank (drawn in favour of “Registrar, IISER, Mohali”) or MSME certificate should be relevant to the work for which NIT called for.
- ii) Cost of Tender Form - The Cost of Tender Form Rs.590/- (non refundable) is to be submitted through Demand Draft of any Scheduled / Nationalized Bank (drawn in favour of “Registrar, IISER, Mohali”) payable at Mohali.
- iii) Note - The original payment instrument like Demand Draft of any Nationalized Bank against Earnest Money and Cost of E- Quotation 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
- iv) Important Documents uploads in .pdf format only:-
 - a) Scanned copy of DD of EMD. MSME certificate has to be relevant to the work.
 - b) Scanned copy of IT Return for the last three financial years.
 - c) Scanned copy of work experience.

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)

-sd/-

Executive Engineer
Head IWD, IISER Mohali

GENERAL CONDITIONS OF THE RFQ

1. NB- Original DD sends at Executive Engineer, IISER Mohali, Sector 81, Knowledge City, SAS Nagar, Mohali-140306.
2. The E- tender shall be received by the undersigned by on 17.05.2022 up to 03:00 PM and envelope No. 1 only containing earnest money, conditions and E- Quotation documents shall be opened on the next working day. No consideration will be given to a E- Quotation received after the above stipulated time and date. Eligibility related documents shall be evaluated for criteria stipulated at 1.2.3 and agencies/contractors will accordingly be qualified/disqualified by the competent Authority. The financial bid (Envelope No 2) of qualified E- tenders shall then be opened at notified time, date. The rates of each item must be quoted in figures.
3. Rates to be inclusive of GST, etc.
4. E-tender must be submitted in two bid system i.e, Technical & Commercial, otherwise, their bid will be rejected.
5. Rates of periodic maintenance/ consumables as per BOQ-2 to remain firm during the entire duration of work (i.e, one year plus another two years) as well as for the extended period, if any. No escalation in rates will be allowed in any circumstances.
6. Contractor/ agency to liason with OEM as and when required for smooth operation of machines.

7. Eligibility Criteria

- a) Contractors/firms should have successfully completed, 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% (Rs 1.56 lakh) or two similar works costing not less than 50% (Rs 1.96 lakh) and one similar work costing not less than 80% (Rs 3.13 lakh) of the estimated cost of the work, of at least one should be in Govt./ Semi Govt/ PSU/ Autonomous Body. Similar work means "Repair/ servicing of package unit/Direct cooling."
- b) 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.
- c) Not incurred loss in more than two years during the last five years ending 31st March of the previous year.
- d) Contractor must have local office in tri-city, so that he can attend any emergent problem.

8. Other conditions

1. The contractor shall comply with all statutory requirements in respect of said work.
2. The quantity can be increase or decrease.
3. The agency must undertake the work by taking all precaution for social distancing for COVID-19 protection.
4. Rates should be valid for one plus two years and quoted in a manner that servicing has to be undertaken as and when required during the period i.e, at least twice in a quarter.
5. Penalty of Rs 500/- day shall be imposed for delay in work.
6. EMD of Rs.7,900/- in favour "Registrar IISER Mohali" payable at Mohali or MSME relevant to work.
7. Contractor to comply with all statutory requirements.
8. Contractor to visit the site before quoting the rate and to Accutane himself with the nature of work.
9. Contractor should have adequate manpower to undertake such repair work in emergent condition.

Sd/-
Executive Engineer

SPECIAL TERMS & CONDITIONS OF CONTRACT

Safe custody and storage:

The contractor/ agency shall have to submit a performance guarantee @5% of the quoted value.

SPECIAL CONDITIONS FOR REPAIR

1. The firm shall have to maintain the units in perfect working order during the entire period. In case the services are not rendered, as per the schedule the compensation for delay / liquidated damages shall be applicable @ Rs 500/- per day of delay to be computed on per day basis.
2. The prices shall be firm for the entire period as stipulated. Any increase/s in the statutory wages by the Government should be envisaged in the quoted price.
3. In case of any accident / damage etc caused due to the negligence of the staff deployed by the firm, the loss shall have to be made good by the firm.
4. Cleaning of filters / strainers, setting of v-belts cleaning of cooling towers, all electrical switches panels etc.
5. Descaling, cleaning of condenser, cooling coil etc. shall be done in the presence of representative of the department.
6. Lubricating the bearings of motors, pumps, fans etc. regularly.
7. The material as appended at BOO-2 shall be provided by the firm on stipulated rates, as and when required and installation free of cost (under periodic maintenance)
8. The spare parts for replacement shall be of same brand. In case of any deviation, the same shall be got approved from the engineer-in-charge.
9. The rates quoted shall be inclusive of all wages, transportation charges, as required, incidental charges and contractor's profit and overhead.
10. The rates quoted for repair should be inclusive of all taxes, transportation, etc. Income tax shall be deducted from the bill of contractor at source at the rate as applicable from time to time, in accordance with the instructions / rules applicable in this regard.

Sd/-
Executive Engineer

Terms and Conditions of periodic maintenance

1) The following services will be provided under periodic maintenance of direct cooling/ package units which have been installed from the year 2010-2019:

Direct cooling:-

8.5 TR- 03 nos.

Package units

5.5 TR- 1 No

8.5 TR -3 nos

11.5 TR- 15 Nos

16.5 TR-05

a). 2 (two) routine preventive maintenance services in a quarter.

b). Attendance of breakdown complaints. Response time shall be maximum 24 hours.

c). Refrigerant Gas topping, if necessary.

2) The parts not covered under periodic maintenance and shall be provided on chargeable basis as per BOQ-2

3. That the Product(s) covered under the periodic maintenance are outside Warranty period as on the effective date of the Agreement and has not been attended by any other person other than the Company's authorized dealer;

4. It shall use the Product(s) as per operating/instruction manual(s) supplied with the Product(s);

5. It shall be liable for any consequence(s) arising out of any misinterpretation made by it of any matter/fact relating to the Product(s);

6. The maintenance shall commence only after due checking and verification of the equipment by the company's authorized representative certifying that the same is in good working condition. During such verification if the ODU/IDU are found defective and needs repairing, then the same shall be repaired on the request of the customer on chargeable basis and thereafter the contract in respect of the same shall be entered into. In such case/s the cost of repair and spare parts shall be borne by the customer separately as the same shall not form part of annual charges payable under this contract.

7. The company shall make reasonable efforts to give preferential attention to emergency breakdown of the equipment, however, the company shall not be held responsible for any loss/damage arising thereby. The company shall not be held responsible for any delay/default in servicing whatsoever due to any reasons beyond its control.

8. The contract is final and binding on both the parties, no separate invoice or agreement shall be issued.

General terms& Conditions

1. Notify the customer at least 3 days ahead to schedule all maintenance.
2. Conduct all scheduled routine maintenance as per the maintenance schedule.
3. Providing skilled service technicians for undertaking servicing.
4. Contractor shall undertake minimum 8 services in a year and shall accordingly plan schedule. For this purpose the contractor shall depute one service Engineer for supervision on permanent basis.
5. Responding to all service call as soon as possible. In case the contractor/agency fails to depute service engineer, then penalty @ Rs 500/- per day shall be levied.
6. After each visit a report will be generated and discussed.
7. To carry out / advise necessary repairs, adjustments of assemblies, sub-assemblies in order to keep the units in good working condition and assuring the trouble free performance of units.
8. Service Engineer during the visit will report on the performance or any other abnormality

- and inform parts requirement shall also submit the report on work done and recommendations as well as spare parts offers to concern authority for procurement.
9. Attend emergency calls on priority (usually same day). However, if the engineer is required for any particular date and time, it would be the responsibility of the customer to intimate the agency in advance.
 10. Service Contract will automatically cease to exist in the event of change of ownership or location of the above- mentioned machines from said location.
 11. Contractor shall comply with all statutory norms and laws.
 12. Contractor shall be responsible for the safety of his workers and shall get his worker insured if required.

CUSTOMER RESPONSIBILITY

1. To inform the agency as soon as possible if IISER is not satisfied with performance.
2. Give the service technician access to the machine to perform the scope of work as also allowing him to inspect and observe how the machine is being used.
3. Provide all parts for any work required that is not covered in the scope of work as mentioned at BOQ-2.
4. The machine is strictly used as per manufacturers recommendations.
5. All service reports submitted must be signed by the customer, failure to do so is treated as violation of the terms and conditions of the agreement. The service provider will be at liberty to take appropriate action but not limited to termination of this agreement.
6. Report any accident that service provider as and when required. The results of any tests will be conveyed to the customer in written and appropriate rectification action to be taken by the customer, any failure arising due to sub standard quality of gas, etc till be the responsibility of the customer.
7. To ensure the safe working enjoyment for the service personnel.
8. To Provide first-aid assistance to the representative of contractor in the event of injury

TERMS OF TERMINATION:

- 1 The periodic maintenance shall commence from the date as mentioned in Work Order which shall be valid for a period of one year, which is further extendable for 1+1 year based on satisfactory performance & mutual consent.
- 2 The periodic maintenance shall terminate automatically on mutual consent, non satisfactory performance or dishonour of the terms and conditions of the aforementioned periodic maintenance.

PAYMENT TERMS:

1. The agency to provide performance guarantee for the entire duration of maintenance amounting to Five percent (5%) of the awarded amount.
- 2 Payment on Quarterly basis upon the satisfactory completion of maintenance and certification of the engineers.
- 3 In case of a pre-mature or earlier termination of the maintenance, pro-rata amount shall be paid. Service contract will automatically cease to exist in the event of change of ownership or location of the above-mentioned machines from said location.
 1. Performance Guarantee of 5% value of the awarded amount to be provided.
 2. Payment shall be made for the units actually taken for periodic maintenance on quarterly basis.

PENALTY:

The agency will have to attend any complaints within four hours of intimation during working hours and by the beginning of the next day if intimated after office working hours, otherwise penalty @ Rs.500/- per day of down time will be levied. The same applies in case of a major fault, if it is not rectified within the promised time frame and the units is not made working within this period. The agency will have to ensure that all necessary spare or replacement parts arrive on time to the site to make the units working in time. Maximum penalty is limited to 10% of the contract value.

Sd/-
Executive Engineer