



# 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

• Phone : +91-172- 2240121 • Fax : +91-172-2240124 • <http://www.iisermohali.ac.in> • Email: [stores@iisermohali.ac.in](mailto:stores@iisermohali.ac.in)

CPPP/Institute Website

IISERM (1597)23/24-Pur

Dated: 15<sup>th</sup> June 2023

## ई - निविदा आमंत्रण सूचना NOTICE INVITING E-TENDER

छात्रावास के लिए धुलाई सेवाएं 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 कंपनियों/फर्मों/व्यक्तियों/सोसाइटियों आदि से बीओक्यू सूची अर्थात <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](http://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 **Providing of Laundry Services for Hostels** as per technical specification and details given below and BOQ list from the companies/firms/individuals/societies/service providers etc. 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](http://www.iisermohali.ac.in).

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



# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

शिक्षा मंत्रालय, भारत सरकार द्वारा स्थापित  
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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. - AAAAII781K GSTIN – 03AAAAII781K2ZS

• Phone : +91-172- 2240121 • Fax : +91-172-2240124 • <http://www.iisermohali.ac.in> • Email: [stores@iisermohali.ac.in](mailto:stores@iisermohali.ac.in)

CPPP/Institute Website

## ई - निविदा आमंत्रण सूचना / E-TENDER NOTICE

Tender Ref.- IISERM(1597)23/24-Pur	Dated : 15 <sup>th</sup> June 2023
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### Critical Date Sections

Sr.	Description	Date	Time
1.	Tender Publishing Date and time	15 <sup>th</sup> June 2023	6:00pm
2.	Tender Document download start Date & Time	15 <sup>th</sup> June 2023	6:00pm
3.	Bid Submission start Date & Time	15 <sup>th</sup> June 2023	6:00pm
4.	<b>Pre-Bid Meeting (TENTATIVE)</b> <b>Meeting venue: Meeting Room, Second Floor</b> <b>Administrative Building</b>	<b>30<sup>th</sup> June 2023</b>	<b>2:00pm</b>
5.	Bid Submission End date and Time	17 <sup>th</sup> July 2023	Upto 2:00pm
6.	Tender opening Date and Time	18 <sup>th</sup> July 2023	At 3:30pm

Online tenders are invited on behalf of the Director, IISER Mohali in **TWO BID SYSTEM** for 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](http://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/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.	<p data-bbox="284 232 874 264"><b>Providing of Laundry Services for Hostels</b></p> <p data-bbox="284 297 1254 472"><b>Laundry services are required for hostel students. At present there are approximately 1600 students. The vendor to provide industrial grade automatic washing machines with dryer capable of washing cotton, polyester, woolen, jeans. Detergent to be provided by the vendor.</b></p> <p data-bbox="284 499 608 530"><b><u>Terms and Conditions:</u></b></p> <p data-bbox="284 562 1254 703">Laundry service is required for IISER Mohali hostels and visitor hostel. There are currently 5 hostels, hostels 5,6,7,8 and visitor's hostel and two under construction (Hostel No. 3 &amp; 4). There are 1600 students in the campus. At present two new hostels are under construction.</p> <ol data-bbox="284 734 1254 1966" style="list-style-type: none"><li>1. The service provider will provide the washing machines in the hostels. The washing machines must be automatic industrial grade washing machines with automatic dryer. The washing machines must be installed at the location as per the Institute's discretion. The water supply and electricity connection will be provided by the Institute. The water and electricity bill must be borne by the service provider. There should be at least 10 machines per hostels (5, 6, 7 and 8) and 5 machines in the Visitors Hostel; a total of 45 machines at least. <u>Presently two hostels are under construction. The Institute reserves the right to either avail the services of the same vendor/contractor as and when new hostels become operational on the same rates and on the same terms and conditions or engage services any other contractor/vendor.</u></li><li>2. Service provider may provide washing powder/ liquid detergent of the make Ariel/Surf Excel. In case the service provider provides the washing powder/liquid detergent, it must be 30 grams/20 ml per 6kg of load. If the load is different than the quantity of detergent/liquid to be determined based on 30gm/20ml per 6 kg. Washing powder/liquid provided must be calculated according to this rate.</li><li>3. The service will be on pay and use basis. The collection of payment from the user will be sole responsibility of the vendor for per wash and making subscription. The online payment option to be provided.</li><li>4. Maintenance of the washing machines will solely be the responsibility of the service provider. It will also be the responsibility of the service provider to provide continuous uninterrupted service. In case of interruption of services, the service provider shall be held accountable and a penalty may be imposed.</li><li>5. Prices must be quoted for both a monthly subscription (with specified number of washes) and per wash (according to load). <b><u>Students may choose either of these modes.</u></b> It will be the sole responsibility of the service provider to organize mode of payment per wash/subscription and operating the machines.</li></ol>	As per requirement

**6. Lowest bid will be determined by the per wash cost of washing and ironing.**

7. The service provider/contractor shall engage skilled and trained manpower for the above service and operation.
8. The contractor should provide shift/rotation wise manpower in compliance with the labour law for engagement of staff/operator.
9. Vendors must also indicate whether ironing charges are included in this service. If this is extra, they need to quote the price.
10. The water charges of Rs. 100 per machine per month and electricity charges as per actual to be paid by the vendor/contractor.
11. The license fee, electricity and water charges would be payable by the vendor before 7<sup>th</sup> of every month. There will be no binding on students to use this facility mandatory. The Institute shall install/provide its working machines at the Hostel for the students, who does not want to use such facility.
12. The bidder should have experience of one year running similar laundry services at the academic Institute of min 1000 students. The relevant certificates to be provided along with the technical bid.
13. The bidder should have an average turnover of atleast Rs. 20 Lakhs during last two years. Exampled for MSME and startups.
14. The bidder should submit the make, model and other details of washing machine in the technical bid.
15. The bidders must comply with respect to payment of wages i.e. minimum wages, statutory payments, weekly of etc. and other conditions, as per labour laws / GOI Norms as stated below :
  - a) The Contractor should at all times indemnify Institute against all claims, damages or compensation under the provisions of payment of Wages Act, 1936, Minimum wages Act, 1948, Employer's Liability Act, 1938; the Workmen Compensation Act, 1923; Industrial Disputes Act, 1947; Maternity Benefit Act 1961; Shops and Essential Act or any modification thereof or any other law relating thereto and rules made hereunder from time to time. The Institute will not own any responsibility.
  - b) The Contractor has to display all the relevant information (wages/ESI/EPF/Dispensary/Hospital etc.) for staff/operators deployed for the above work in the Institute as required under the Law on important places as decided by the Institute.
  - c) The contractor is duty bound to explain to all his workmen clearly, that they shall remain employees of the contractor and shall have no relationship with the Institute whatsoever. The contractor shall also explain to the workmen that they are being engaged on the condition that they shall not seek any benefits/claims from the Institute. The contractor shall also secure written undertakings from all the employees to this effect.
  - d) The Contractor shall cover his workers under insurance for personal accident and / or death while performing the duty.
  - e) The Contractor would be responsible to settle grievance of the outsourced workers. The Contractor will ensure that grievances of workers are being redressed properly at his level. In case of any lapse in this regard, the workers may bring their grievances in the notice of higher authorities of the Institute through proper mechanism.

- f) Contractor's workers shall always be disciplined, properly dressed and be presentable all the time during duty. The persons deployed by Contractor shall be properly trained, have requisite experience and skills for carrying out a wide variety of work.
- g) Contractor should not engage the any worker above 60 years for deployment at IISER Mohali and required to be replaced if any, within the contract if attained the age of 60 years by any worker.
- h) Additional manpower wherever required under the approval of the competent authority has to be provided on the wages as per minimum wages act applicable. The administrative charges of the contractor as mentioned in the quotation will be applicable.

**NOTE:**

1. The rates should be valid for period of one year from date of issue of contract. The contract can be extended for further two year; subject to satisfactory performance on the same rate and terms & conditions.
2. The contractor may be given option to engage workers in consultation with the Institute and if the Contractor wants to disengage some operators/staff, same may be done in consultation with the Institute.
3. Undertaking to abide by the terms and conditions on 100 rupees non judicial stamp paper duly signed and stamped.

**A) IMPORTANT NOTES:-**

- I **The online updated Price BOO is in INR format. Bids are invited in INR only.**
- II **All MSME/NSIC/Startup Units shall be considered as per provisions/rules prescribed by Govt of India.**
- III **Auto-extension of last date for E-Tenders has been activated by CPP Portal which has participation 2 bids or less.**

**B) AWARD OF CONTRACT: PLACEMENT OF ORDER**

The INSTITUTE shall consider SERVICE CONTRACT of laundry services of those bidders whose offers have been found technically, commercially and financially acceptable (L-1 firm). The INSTITUTE reserves the right to counter offer price(s) against price(s) quoted by any bidder.

**C) PERFORMANCE BANK GUARANTEE & EXECUTION OF CONTRACT:**

- I In case of award of bid, bidder will have to furnish Performance Security in the form of Bank Guarantee FDR, Bank transfer an amount of One (01) lakh only, in favour of REGISTRAR IISER MOHALI issued by any scheduled bank within 14 days.
- II The Performance Security Deposit submitted should be valid for atleast 39 months.
- III The Performance Security Deposit shall be refunded within 15 to 90 days after completion of the contract as per order, or after the expiry of contract on satisfactory completion of the same whichever is later.

- IV. No interest will be paid on Performance Security.
- V. In case of breach of any terms and conditions of the contract or on unsatisfactory performance, the amount of security deposit shall be liable forfeited by DIRECTOR IISER MOHALI and his decision shall be final.
- VI. The expenses of completing and stamping the agreement shall be paid by the bidder.

**D) PENALTY:**

- I. The Institute reserves the right to impose penalty on the vendor/contractor in case of violation of any terms and conditions stipulated in the NIT, contract and order.
- II. In case the vendor fails to submit the penalty, the Institute reserves the right to forfeit the entire amount of Performance Security submitted by the vendor/contractor.
- III. Damage to cloths due to washing or ironing and Institute properties due to operational/services and mishandling by the operator/contractor, the applicable charges as may be decided by SRC will be recovered from the contractor.
- IV. Replacement of staff / operators to be provided by the contractor engaged for the above services, in case of absence due to leave or any other reasons. Non-compliance of this condition will also attract penalty same will be recovered as may be decided by the authorities of the Institute.

**E) 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.

**Check List of Documents (signed & stamped) to be provided and uploaded by the bidder:**

S. No.	Particulars of Documents	Yes/No	Page No. (As per technical bid)
1.	<b>Tender Notice Document Copy of NIT (duly signed and stamped)</b>		
2.	<b>Undertaking to abide by the terms and conditions (on 100 rupees non judicial stamp paper duly signed and stamped)</b>	N.A.	--
3.	<b>Tender Fee, if applicable or Exemption Certificate (NSIC/MSME Certificate)</b>		

4.	Undertaking Bid Security Declaration Form – <b>Annexure-I (on letter head duly signed and stamped)</b>		
5.	<b>Attached Copy of PAN</b>		
6.	<b>Attached Copy of GST</b>		
7.	<b>Experience Certificate</b> (as per clause no. 12 of terms & conditions)		
8.	<b>Proof of turnover</b> (as per clause no. 13 of terms & conditions)		

*\* If checklist is not provided by the bidder along with ABOVE DOCUMENTS the bid shall be summarily rejected.*

- 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 prior notice.**
- V. The bidder shall upload scanned copy of the PAN Card, GST number duly signed and stamped.
- VI. 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.

## **F) INSTRUCTIONS**

- 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.
- 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.
- 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. Conditional tenders will be summarily rejected.
- GST, applicable as per GOI Norms.**
- 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.
- The commencing of service / delivery period should be specifically stated in the technical bid. Earlier delivery will be preferred.
- If any information furnished by the bidder is, at any stage found to be incorrect, false or fabricated, the Institute/purchaser shall have the absolute right to forfeit the security deposits, in addition to cancellation of contract, forfeiting the warranty/performance Guarantees and other action in accordance with law, such as black-listing, risk & cost etc.
- Validity of offer: 90 days.
- 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.
11. **Pre-Bid Meeting:** Bidders are requested to attend Pre-Bid meeting scheduled given in page 2. Bidders are also required to share the details of representative/authorized person with their email ID's/Phone Number in advance by email: stores@iisermohali.ac.in.

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 the 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)

(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.*