



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) PUNE

(An Autonomous Institution of the Ministry of HRD, Govt. of India)

**“PROVIDING ADDITIONAL VRF AIR CONDITIONING UNIT FOR
PEB-I, IISER, PUNE.”**

NIT NUMBER : IISER/PUNE/30/2011-12

NOTICE INVITING TENDER

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- 1) The Project Engineer cum Estate Officer invites on behalf of the Director, IISER, Pune, sealed item rate tenders from approved and eligible registered Electrical contractors of CPWD, State PWD & MES, VRF manufacturers and authorized dealers of VRF manufacturers for the work mentioned below.

Name of work & Location: Providing additional VRF air conditioning unit for PEB-I, IISER, Pune.

NIT NUMBER- 30/ IISER/PUNE/2010-11

Estimated cost put to tender : **Rs 16,64,057/-**

Period of completion: 1 (One) month

Cost of tender documents: Rs. 500/- (Five hundred only)- (Non – refundable)

Bid security/ EMD: Rs **33,280/--**

Last Dates & time of sale of tender: 23 -09-2011 up to 4.00 P.M.

Last date & time of submission of tender: up to 3.00 PM on 27-9-2011

Time & date of opening of tender: At 3:30 PM on 27 -09-2011

- 2 The time allowed for carrying out the work will be 1 (One) month from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.
- 3 The bid shall be submitted in the original bid document (as issued by the IISER, Pune) super scribing the name of work as specified below clause.
- 4 Submission of Bid Documents
The bid submitted by the Bidder shall comprise the following in Main single envelop,

Envelope 1 -Bid security

Envelope 2 –Commercial documents (All tender documents issued by IISER in original)

All the envelopes should be sealed & super scribed with appropriate Envelope number, Tender Name and number with heading as defined above in clause 1
- 5 The bid shall be submitted in the original bid document (as issued by the IISER, Pune) super scribing the name of work as specified above.
- 6 The Director, Indian Institute of Science Education & Research, Pune shall be the "Accepting

Authority" hereinafter referred to as such for the purpose of this Contract.

- 7 Bidding documents may be purchased from the office of The Project Engineer cum Estate Officer, IISER Pune, 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008 w.e.f. **16-09-2011, to 23-09-2011 between 10 00 Hrs to 16 00 Hrs** by paying a non-refundable fee of **500/- (Rupees Five hundred only)** in the form of pay order or Demand Draft of any Scheduled Bank , payable at Pune in favour of The Director, IISER Pune. Interested Bidders may obtain further information at the same address.
- 8 Tenders forms will be issued to eligible contractors subjected to followings conditions.
 - 8.1 On production of the definite Proof of valid contractor license/ enlistment certificate (Electrical/ Air conditioning) with the CPWD, State PWD & MES, issued by the respective enlistment authority of the concerned department for the amount not less than estimated value of the work.
 - 8.2 For VRF manufacturers and their authorized dealers (willing to supply & install VRF units as per terms and specification given in the tender document) on production of the definite Proof. Of Dealership certificate/ license/Registration certificate.
 - 8.3 The enlistment of the contractors should be valid on the last date of sale of tenders.
 - 8.4 In case only the last date of sale of tender is extended, the enlistment of contractor should be valid on the original date of sale of tenders. In case both the last date of receipt of application and sale of tenders are extended, the enlistment of contractor should be valid on either of the two dates i.e. original date of sale of tender or on the extended date of sale of tenders.
 - 8.5 Proof of latest submission of Income Tax returns for the current financial year as on 31/03/2011 PAN/TAN NO.
- 9 Bids must be accompanied by bid-security (Earnest Money Deposit) amount specified for the work in clause
- 10 Bid Security shall have to be valid for 30 days beyond the validity of the bid.
- 11 Bid Security: The bid shall be accompanied by bid security amount of **Rs 33,280/-**.The bid security amount may be paid in any one of the following forms:
 - a) Deposit at call receipt of a Scheduled Bank guaranteed by RBI, duly pledged in favour of The Director, IISER Pune payable at Pune.
 - b) Demand draft of any Scheduled Bank, drawn in favour of the Director, IISER Pune payable at Pune.
 - c) Bid Security of unsuccessful Bidders will be returned to them within 90 days from the date of acceptance of bid of the successful Bidder.

- 12 The Document duly completed and signed shall be submitted in sealed cover. The sealed cover super-scribed Tender Document for the work of **“Providing additional VRF air conditioning units for PEB-I IISER, Pune”** . Sealed Bids must be dropped in the Tender box at 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008 on **27-09- 2011** between **10:00 hrs to 15:00 hrs**. The bid, will be opened on the same day at **15:30 hours**, in the presence of the Bidders who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be received and opened on the next working day at the same time and venue. Bidder who wishes to attend tender opening must carry a valid identity proof certifying his designation with said firm.
- 13 Cost of Bidding: The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the IISER, Pune will in no case be responsible and liable for these costs.
- 13 Site visit
 - 13.1 The Bidder should inform the IISER in advance about the proposed site visit.
 - 13.2 The Bidder, at his own responsibility and risk is encouraged to visit, inspect and survey the Site and its surroundings and satisfy himself before submitting his bid as to the form and nature of the Site, the means of access to the Site, the accommodation he may require, etc.
 - 13.3 In general, Bidders shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A Bidder shall be deemed to have full knowledge of the Site, whether he inspects it or not and no extra claims due to any misunderstanding or otherwise shall be allowed.
 - 13.4 The costs of visiting the Site shall be at the Bidders’ own expense. Any report shared at the site, by the IISER is subject to verification by the contractor. Any deviations of information in the report and the actual site will not be the responsibility of the IISER.
- 14 Content of Bidding Documents
 - 14.1 Submission of a bid by a Bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be executed and local conditions and other factors having a bearing on the execution of the works.
 - 14.2 The Bidder shall submit the Bid, which satisfies each and every condition laid down in the bid documents, failing which, the bid is liable to be rejected.
 - 14.3 The Bid shall contain no alterations or additions or overwriting, except those to comply with instructions issued by the IISER, Pune, or as necessary to correct errors made by the Bidder in which case such corrections shall be initialed by the person or persons signing the bid. Use of correction fluid is not permitted.
 - 14.4 This Notice Inviting Tender shall form part of the Contract document.
 - 14.5 The documents listed below comprises one set of bid document,

- a) Notice Inviting Tender
- b) Item rate tender & Contract of Works
- c) General Conditions of Contract

- d) Special Conditions of Contract

- e) Safety Code for Contract Work

- f) Technical Specification

- g) Schedule of Drawings and List of Specifications

- h) Formats of various contractual documents as applicable viz: Bid Security,
/ Consortium Agreement, Advance Payment Guarantee, Performance Guarantee etc.

- i) Schedule of Quantities.

15 Amendment of Bid Documents

- 15.1 Before the deadline for submission of bids, the IISER Pune may modify the bidding documents by issuing addenda.

- 15.2 Any addendum so issued shall be part of the bid documents as well as Contract document and shall be communicated in writing or by email / fax to all the purchasers of the bidding documents. Prospective Bidders shall acknowledge receipt of each addendum by email / fax to the IISER, Pune. Original addendum issued by IISER, Pune duly signed should be submitted along with tender documents.

16 Bid Validity

- 16.1 The bids submitted shall remain valid for acceptance for a period of 90 days from the date of opening of the bid. If any bidder withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the IISER, Pune, then the IISER, Pune shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the re-tendering process of the work.

17 Bid Opening

- 17.1 On the due date and time as specified in clause 12. IISER, Pune will first open envelope containing EMD of all bids received in the presence of the Bidders or their representatives who shall choose to attend. In the event of the specified date for Bid opening being declared a holiday by the IISER, Pune, and the Bids will be opened at the appointed time and location on the next working day.

- 17.2 If all Bidders have submitted unconditional Bids together with requisite Bid security, then all Bidders will be so informed then and there. If any Bid does not contain Bid security in the

manner prescribed in the Bid documents, then that Bid will be rejected and the Bidder informed accordingly & The bid will be returned to him without opening. All other valid Bids shall be considered for further process.

17.3 The Bidder's name, the Bid prices, any discounts and such other details as the IISER, Pune may consider appropriate, will be announced by the IISER, Pune at the time of opening.

18 Clarification of Bids

18.1 To assist in the examination and comparison of Bids, the IISER, Pune may, at its discretion, ask any Bidder for clarification of his Bid, including breakdown of unit rates. The request for clarification and the response shall be in writing or by email / fax, but no change in the price or substance of the Bid shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered by the IISER, Pune in the evaluation of the Bids.

18.2 No Bidder shall contact the IISER, Pune on any matter relating to his bid from the time of the bid opening to the time the contract is awarded.

18.3 Any effort by the Bidder to influence the IISER's bid evaluation, bid comparison or contract award decisions, may result in the rejection of his bid.

19 Indian Institute of Science Education and Research Pune, does not bind itself to accept the lowest or any other bid, and reserves the right to reject any or all of the tenders received without assigning any reasons. Bids in which any of the prescribed conditions are not fulfilled or any conditions including that of the conditional rebate put forth by the bidder shall be summarily rejected.

20 If the Bid of the successful Bidder is seriously unbalanced in relation to the Engineer-in-charge or his representative's estimate of the cost of work to be executed under the contract, the IISER, Pune may require the Bidder to produce detailed rate analysis for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those rates with the implementation/construction methods and schedule proposed.

21 Award Criteria

The IISER, Pune shall award the Contract to the Bidder whose evaluated offer / bid has been determined to be the financially lowest and is substantially responsive to the Bidding Document, provided further that the Bidder is determined to be qualified to execute the Contract satisfactorily. The Board of Governors of IISER reserves the right to accept or reject any application and to annul the pre-qualification process and reject all applications at any time, without thereby incurring any liability to the affected applicants or specifying the grounds for the Employer's action.

22 The contractor whose tender is accepted, will be required to furnish performance guarantee of 5% (Five Percent) of the tendered amount within the period specified in Schedule F. This

guarantee shall be in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor and without prejudice to any other right or remedy.

23 Disclosures

Any change in the constitution of the contractor's firm, where it is a partnership firm, as declared in the prequalification documents submitted by the bidders at the time of submission of pre qualification documents, should be disclosed to the IISER, Pune, at any time between the submission of bids and the signing of the contract.

Project Engineer cum Estate Officer

For & on behalf of the Director, IISER, Pune.