



## 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)  
900 NCL , Innovation Park, Pashan Road, Pune-8.

### Press Notice

The Project Engineer cum Estate Officer on behalf of the Director IISER Pune invites sealed tenders for the following work from reputed Lab consultants, who are found eligible as per the minimum requirements defined in clause 2 of NIT.

Sl. No.	NIT No.	Name of work & location	Estimated consultancy fee	Earnest Money	Last date & Time of sale of Tender Document	Time & date by which Question/discussion point related to Pre-bid meeting shall be submitted.	Time & date of Pre-bid meeting	Last date & Time of submission of Tender Document	Time & date of opening of Technical bid
1	2	3	4	5	6	7	8	9	10
1	29/IISER Pune/2011-12	Construction Lab & lecture block for IISER Pune. SH: Consultancy Services for lab designing.	Rs. 60,00,000/-	Rs. 1,20,000/-	Up to 4.00 PM 2.09.2011	Up to 11.00 AM on 5.9.2011	At 11.30 AM on 5.09.2011	Up to 3.00 PM 09.09.2011	At 3.30 PM ON 09.09.2011

Time for completion is 12 months. The tender forms and other details can be obtained from the Project Engineer, IISER, Pune on payment of Rs. 1500/- ( non-refundable) payable in the form of pay order or Demand Draft on any Scheduled Commercial bank payable at Pune in favour of Director, IISER, Pune. Eligibility requirements and other details/information can be seen on website <http://www.iiserpune.ac.in>

## Tender for Lab consultancy

## NOTICE INVITING TENDER

1. The Project Engineer cum Estate Officer on behalf of the Director IISER Pune invites sealed tenders for the following work from the reputed Lab consultants , who are found eligible as per the minimum requirements defined in clause 2 .

Name of work: Construction of Lab & Lecture theatre  
block for IISER, Pune.

SH: Lab design Consultancy Services.

NIT NUMBER	:	29/IISER/PUNE/2011-12
Estimated consultancy fee	:	Rs 60.00 Lakh
Period of completion	:	12 (Twelve) months including monsoon period ( extendable by six months)
Cost of tender documents	:	Rs. 1500/- (Fifteen hundred only) – ( Non – refundable )
Bid security/ EMD	:	Rs 1,20,000/-
Last Date & time of sale of Tender document	:	02/09/2011 up to 4.00 P.M.
Pre bid meeting date & time	:	5/09/2011 at 11:30 hours at the office of The Director, IISER Pune, 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008
Last date & time of submission of tender	:	up to 3.00 PM on 09/09/2011
Time & date of opening of Tender	:	At 3:30 PM on 09/09/2011

2. **ELIGIBILITY CRITERIA:-**

Tender documents shall be issued to the agencies/consultants on production of documentary proof fulfilling the following minimum requirements:

Joint ventures not allowed.

- (a) Should have satisfactorily completed three similar works\* each having Built Up area\*\* not less than 6400 Sqm or two similar works one similar work\* having Built Up area\*\* not less than 8000 Sqm or one similar works one similar work\* having Built Up area\*\* not less than 12800 Sqm during the last 7 years ending 31<sup>st</sup> March 2011.
- (b) Should have had average annual financial turnover of **Rs. 30 Lakh** during last three years ending 31<sup>st</sup> March 2011. ( copy of Audited Balance Sheet to be produced). This should be duly audited by a Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.

## Tender for Lab consultancy

- (c) Should have minimum 10 years' experience in the field of architectural consultancy and Lab designing.
- (d) Should have registration with council of architects of India.
- (e) Should have an established office with adequate supporting staff & infrastructure facilities.
- (f) Should not have incurred any loss in more than two year during the last five year ending 31<sup>st</sup> March 2011.
- (g) Should have solvency of Rs **30.00 Lakhs** certified by a Scheduled Bank and obtained not earlier than three months before the date of submission of Bid.
- (h) Manufacturers/ companies of Lab furniture and equipments, their dealers/ agents dealing in Lab furniture/ Lab equipments shall not be eligible issue of tender form.

\* **Similar work means** "Consultancy services for design of Lab like chemistry labs, Bio/ Pharma Labs, Physic Labs, Math Labs etc executed in India".

**\*\*Built up area shall of Lab building area and shall not include plinth areas of basement (s),**

*Administrative blocks, College/factory buildings etc.*

Experience/completion certificates should be certified by an officer not below the rank of Executive Engineer in Govt. Departments, and Superintending Engineer/ Chief Project manager or Equivalent in Pvt./semi private organisation. The experience certificates of the work executed for private body will be considered only if contractor/ firm produces tax deduction at source certificate.

**To become eligible for submission of tender, the tenderer shall have to furnish an affidavit at the time of purchase/submission of tender as under:-**

I/We undertake and confirm that eligible similar works (s) has/have not been got executed through another consultant on back to back basis. Further that, if such a violation comes to the notice of IISER Pune, then I/we shall be debarred for tendering in IISER, Pune in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

3. Bidders not meeting the minimum eligibility criteria at any stage of tender process shall be summarily rejected.
- 4 The time allowed for carrying out the work will be **12 ( Twelve) months** including monsoon period ( extendable by six months) from the date of start as defined in schedule 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
- 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 below clause 6.
- 6 Submission of Bid Documents**
  - 6.1 The bid submitted by the Bidder shall comprise the following:
 

**Part-I - Envelope-I: Technical Bid**

    - a) Bid Security in accordance to clause 10.
    - b) Technical bid document  
and any other information required to be completed and submitted by Bidders in accordance with these instructions.

## Tender for Lab consultancy

**Part-II - Envelope –II- Financial Bid**

## c) Priced Bill of Quantities

Both the envelopes should be sealed & super scribed with name of work and put into bigger envelop and should be sealed & super scribed with name of work.

- 7 Director, Indian Institute of Science Education & Research, Pune shall be the “Accepting Authority” hereinafter referred to as such for the purpose of this Contract.
- 8 Bidding documents may be purchased from the office of **The Director, IISER Pune, 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008** w.e.f -24/08/2011 to 2/9/2011 between 10.00 Am to 4.00pm by paying a non-refundable fee of Rs.1500/- in the form of pay order or Demand Draft on any Scheduled Commercial bank payable at Pune in favour of The Director, IISER Pune. Interested Bidders may obtain further information at the same address. Sale of the documents will be only to bidders who satisfy the minimum eligibility criteria.
- 9 Bids must be accompanied by bid-security (Earnest Money Deposit) amount specified for the work in clause 10 payable at Pune and drawn in favour of The Director; IISER Pune. Bid Security shall have to be valid for 90 days beyond the validity of the bid.
- 10 **Bid Security,**
- 10.1 The bid shall be accompanied by bid security amount of **Rs 1.20 Lakh** 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.
- 10.2 Bid Security of unsuccessful Bidders will be returned to them within 90 days from the date of acceptance of bid of the successful Bidder.
- 10.3 The Bid Security may be forfeited, if
- a) The Bidder withdraws / modifies his Bid or any item thereof after opening of bid.
  - b) The successful Bidder fails within the specified time limit to commence the work.
- 11 The document in prescribed form duly completed and signed shall be submitted in a sealed cover. The sealed cover Super-scribed “Tender document for the work of **“Construction Lab & lecture block for IISER Pune. SH: Consultancy Services for lab designing”**”. Bids must be dropped in the box at 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune -411 008 on 09/09/2011 between 10:00 hrs to 15:00 hrs. Bids 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.
- 12 A pre-bid meeting will be held on **5/09/2011** at 11.30 hours at the office of The Director, IISER Pune, 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008 to clarify the issues and to answer questions on any matter that may be raised at that stage as stated in Clause 13.
- 13 **Pre-bid meeting**
- 13.1 The Bidder or his officially authorized representative is invited to attend a pre-bid meeting, which will take place as referred in clause 12 of NIT. Bidder/ bidder representative who wish to attend Pre-bid

## Tender for Lab consultancy

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meeting should carry a valid identity proof certifying his designation with said firm.

- 13.2 The purpose of the meeting is to clarify issues and to answer questions on matters that may be raised at that stage.
- 13.3 The Bidder is requested to submit their questions/ queries/ clarifications in writing or by email/ fax to reach the IISER Pune before the meeting. Bidders can send Pre-bid queries on their letter head referring tender number by Speed post on above said address so as to reach IISER Pune before **05/09/2011 by 11 00 hrs** or on fax No 020-25908187 on e-mail address [ysrajput@iiserpune.ac.in](mailto:ysrajput@iiserpune.ac.in).
- 13.4 Minutes of the meeting, including the text of the questions raised (without identifying the source of enquiry) and the responses given will be transmitted to all purchasers of the bidding documents. Any modification of the bidding documents which may become necessary as a result of the pre-bid meeting shall be made by the IISER, Pune and shall form part of bidding documents.

### 14 Cost of Bidding

- 14.1 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.

### 15 Site visit

- 15.1 The Bidder should inform the IISER in advance about the proposed site visit.
- 15.2 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.
- 15.3 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.
- 15.4 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.

### 16 Content of Bidding Documents

- 16.1 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.
- 16.2 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.
- 16.3 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 initialled by the person or persons signing the bid. Use of correction fluid is not permitted

16.4 This Notice Inviting Tender shall form part of the Contract document.

16.4.1 The documents listed below comprises two volume of bid document that are issued to Bidders:

#### **Vol-I Technical Bid**

- i) Section I – NIT

## Tender for Lab consultancy

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- ii) Section II – Information and Instruction to applicants
- iii) Section III –Information Regarding Eligibility
- iv) Letter of Transmittal
- v) Form “A” to Form “ H”

### Vol-II Financial bid Vol III of III

- i) Contract form
- ii) Proforma of schedules
- iii) Terms of reference
- iv) General Condition of contract
- v) Special Condition of contract
- vi) Schedule of Fee (**SCHEDULE ‘A’**)
- vii) Floor plans Drawings (**SCHEDULE ‘B’**)

### 17 Amendment of Bid Documents

- 17.1 Before the deadline for submission of bids, the IISER Pune may modify the bidding documents by issuing addenda.
- 17.2 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.

### 18 Bid Validity

- 18.1 The bids submitted shall remain valid for acceptance for a period of 90 days from the date of opening of the price 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.

### 19 Bid Opening

- 19.1 On the due date and appointed time as specified in clause 11. IISER, Pune will first open the Technical Bid i.e. Envelope No 1 of the bids received in the presence of the Bidders or their representatives who choose to attend. The time and date of opening of financial bid of consultants qualifying the Technical bid shall be communicated to them at a later date.
- 19.2 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.
- 19.2 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 sealed envelope containing priced BOQ i.e. Envelop No 2 -Financial bid will be returned to him without opening. All other valid Bids shall be considered for evaluation.
- 19.3 After technical evaluation of (part I) bids as per evaluation criteria defined in Para 8

## Tender for Lab consultancy

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of section II only technically qualified bidders will be informed about the date & venue of opening of priced bid. Priced bid will be opened in the presence of representatives of intending bidders on the same date.

### 20. Clarification of Bids

- 20.1 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
- 20.2 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.
- 20.3 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.
21. 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.

### 22 Award Criteria

- 22.1. The IISER, Pune shall award the Contract to the Bidder whose evaluated offer / bid has been determined to be the found eligible and 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 bidding 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
- 23 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 C. 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 Proforma of Schedule 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.

### 24 Disclosures

Any change in the constitution of the contractor's firm, where it is a partnership firm, as declared in the qualification documents submitted by the bidders, 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.