



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH PUNE**  
**(An Autonomous Institution, Ministry of Education, Govt. of India)**

IISER Pune Campus, Dr. Homi Bhaba Road, Pune-411 008.  
Ph. No 020 2590 8001 Fax 020 2588 7499 / 2589 8022

No: 54(2) /IISER/Pune/21-22/ 324

Dated 29 / 12 / 2021

**NOTICE INVITING QUOTATION**

Sealed quotations are hereby invited by the undersigned on behalf of the Director, IISER Pune for the work mentioned below up to **3.00 PM on 06/01/2022** from approved and eligible contractors from registered agencies, found eligible as per the minimum requirements defined in clause 1 & 2 of NIQ for the work mentioned below:

**Name of work & Location:** Annual Maintenance Contract for 1 x 160 KVA DG set at Guest House IISER Pune Year 2021-22

**Clause 1.**

The bidders who fulfill the following requirements shall be eligible to apply.

Joint ventures are not accepted

- A)** The applicant should be registered Composite category contractor registered with **(Any one)** CPWD, State PWD, Railways or MES departments in composite Works category. Composite work contractor can associate other agency for execution of works **OR** Applicant should be Authorized service dealer / OEM in field of supply, installation, testing, commissioning, maintenance of DG set and having five years' similar work experience.

Authorization/Registration certificate shall be valid till last date of tender. Agency shall submit work order Copy, Completion certificate from Client department for similar types of works completed along with quotations.

**Similar work means: Preventive and breakdown maintenance of DG set.**

**Clause 2.**

- 2.1 Enlistment/Registration certificate of (Any one) CPWD, State PWD, Railways or MES departments in composite Works category OR Authorized Service provider /OEM certificate.

The bidder registration certificate should be valid till the last date of receipt of tender.

- 2.2 The agency shall have valid GST/PAN/TAN/ESIC/PF numbers/certificates.

- 2.3 Authorization certificates from OEM. (Refer FORM G )

### **Terms and Conditions:**

1. The time allowed for carrying out the work will be **12 ( Twelve ) months** from the date of start as defined in schedule 'C' 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.
2. The act of backing-out after quotation will debar such agencies for participating in future quotations of IISER PUNE. Bidder may e-mail queries on [maintenance@iiserpune.ac.in](mailto:maintenance@iiserpune.ac.in) or submit to IISER PUNE office in hard copy on all working days before a day of submission date of quotation.
3. Quotation can be obtained from IISER PUNE Engineering office at Main Building between 10 AM to 4 PM on all working days before date of submission. Applicant may quote by downloading quotation document from IISER PUNE website [www.iiserpune.ac.in](http://www.iiserpune.ac.in)
4. All agencies need to submit their quotation in hard copy in a sealed envelope containing two separate envelope, one envelope containing qualification documents mention in Clause 1 & 2 and second envelope containing sign, Stamp, NIQ documents with quoted rates to this office by suitable means on and before **last date and time of submission**. Quotation received after the date & time specified above shall not be accepted. Any delays, postal delay etc. will not be entertained. Agency should quote for all the items in the in the BOQ. The bid shall be submitted in the original Bid document (as issued by the IISER, Pune) super scribing the name of work. Rates quoted in the words shall be treated as final for deciding L1 bidder. . Quotations will be opened on the same day **(06/01/2022) at 3.30 PM** in the presence of agency or their authorized representatives, if any. Please mentioned – **Technical /Qualification bid** on envelope-1 and **Financial Bid** on envelope - 2.
5. Commercial bid/Financial bid envelop of technically qualified bidder shall be opened accordingly intimation to technically qualified bidder. The offer of the agency should be commercially clear including acceptance of all terms and conditions of this Quotation by the agency. IISER Pune reserves the right to accept or reject the quotation/s without assigning any reasons. Quotations submitted with any conditions shall be treated as 'Conditional Quotation' and shall be summarily be rejected by IISER PUNE.
6. Quoted rates should be inclusive of cost of all the materials, labour cost , GST , all taxes, octroi, duties, cost of sample and fees towards testing of materials in labs, royalties etc. complete. Nothing extra shall be paid separately.

7. All approved makes shall be as per list attached with this and as per CPWD and manufactures specifications. (OEM) Agency should put-up technical data and obtain prior approval on makes of various materials of IISER PUNE before taking-up work.
8. The successful agency shall make his own arrangement for all Tools & tackles for work etc complete in view of completion of work. Electricity shall be provided free of cost to agency at one source, agency should make own arrangement to safely tap of power from source to work location.
9. No advance payment shall be made by IISER Pune. Quoted rates should be including GST, TDS and other applicable taxes and cess will be deducted from the bills of the work as applicable.
10. No running account bill shall be paid for the work till the applicable labor licenses, registration with EPFO, ESIC and BCOW welfare board, whatever applicable is submitted by the contractor to the Engineer-in-charge. Payment shall be done after satisfactory completion of work in each quarter on quarterly basis only.
11. Specification for the work to be carried out as per BOQ, latest CPWD specification, IS specifications, manufactured specification & as per instruction of IISER PUNE whenever specification CPWD/ IS specification are not available.
12. The contractor shall ensure that minimum wages should be paid to the labours and employees in accordance with labour laws.
13. L1 Agency to submit actual measurements and abstract sheet to IISER PUNE within 30 days from completion of work.
14. The Eligibility cum Technical bid shall be opened first at **3:30 pm on 06 01 2022** The Financial bid shall be opened of those bidders who qualify in the eligibility of Technical bid. The time and date of opening of financial bid of the eligible bidder shall be communicated at a later date. The institute shall not accept any loss or delay in transit as an excuse for late tendering

  
Executive Engineer, IISER Pune

Encl: - 1. Schedule of Quantity  
2. Scope of Work  
3. Form C  
4. Form D  
5. Form G

### **Scope of Work:**

This maintenance contract covers DG set, which includes Cummins India limited, alternator& canopy

OEM: Cummins India limited

1. To efficiently maintain DG set by scheduled visit.
2. To monitor & reduce breakdown by close supervision & preventive maintenance as per OEM checklist provide in maintenance manual.
3. To carry out proactive service of DG set in least downtime
4. To correct/repairs minor faults/leakages to avoid breakdowns.
5. To educate /train operating maintenance staff for preventive maintenance
6. To attend emergency breakdown calls on priority within 4-6hours to provide workable solution
7. Cost of spare parts in in scope on IISER Pune
8. Calibration of fuel pump and nozzle will checked once in year for each DG set on calibration stand. However If any part is required, same will be charged extra and actual to IISER Pune.

**Sign and Stamp of Agency**

**FORM 'C'**

**DETAILS OF ELIGIBLE SIMILAR NATURE OF WORKS COMPLETED DURING THE LAST 7  
(Seven) YEARS ENDING PREVIOUS DAY OF THE DATE OF SUBMISSION OF TENDER**

<b>S. No</b>	<b>Name of work/ proje ct and locati on</b>	<b>Owner or Sponsori -ng Organiza -tion</b>	<b>Cost of work in lakh of Rupees</b>	<b>Date of commen cement As per contrac t</b>	<b>Stipulat -ed date of comple tion</b>	<b>Actua l date of compl etion</b>	<b>Litigatio n /arbitrati on cases pending /in progress with details</b>	<b>Name and address /telephon e number of officer to whom reference may be made</b>	<b>Rema r -ks</b>

- Indicate gross amount claimed and amount awarded by the Arbitrator.

**SIGNATURE OF BIDDER(S)**

**FORM D**

**PERFORMANCE REPORT OF WORKS COMPLETED REFERRED TO IN PROFORMA 'C'**

1. Name of the work/Project & Location.
2. Agreement No.
3. Estimated Cost
4. Tendered Cost
5. Date of Start
6. Date of completion
  - (a) Stipulated date of completion.
  - (b) Actual date of completion.
7. a) Whether case of levy of compensation for Delay has been decided or not ?  
Yes / No  
b) If decided, amount of compensation levied for Delayed completion if any?
8. Amount of reduced rate items, if any
9. Performance report
  - i) Quality of Work: Outstanding/Very Good / Good / Poor
  - ii) Financial soundness: Outstanding/Very Good / Good/ Poor
  - iii) Technical Proficiency: Outstanding/Very Good / Good / Poor
  - iv) Resourcefulness: Outstanding/Very Good / Good / Poor
  - v) General Behavior: Outstanding/Very Good / Good / Poor

**DATED:**

**Executive Engineer or Equivalent**

**CERTIFICATE FOR ASSOCIATING OEM**

(Not required in case of bidder is OEM)

This is certified that we have not deviated from the technical specification and commercial Provisions provided in the Notice Inviting Quotation

The Price bid is unconditional.

This is certified that we have engaged / we are

M/s..... as OEM/Authorized Dealer/Service Provider of the Cummins India Limited DG Set:

(i) Name of contractor

(ii) Address

(iii) Name of OEM

NOTE: All columns of above Performa must be filled in.

**Contractor's Signature & Stamp  
(Contractor)**

**CONSENT LETTER**

I hereby give my consent to work as OEM till the completion of work. I will be responsible for Necessary action to hand over the installation and for rectification of defects and repair during the guarantee/warranty and maintenance period. I will execute the work as per CPWD specification/OEM specification and terms and conditions of the contracts.

I will also engage suitable Engineer for the work as per condition of the contract. I further

Certify that the above particulars pertaining to me are correct.

**Signature & Stamp of Associate Agency  
(OEM)**





Schedule of Quantity

**Name of work : Annual Semi comprehensive maintenance contract for 1 x 160 KVA DG set at Guest house , IISER Pune. Year 2021-22.**

**Note : Please note that quoted rates are inclusive of all taxes, labour,transporation etc. Nothing Extra shall be paid separtely.**

SL.NO	Location	Qtuantity	Units	Rate per annum	Amount
1	AMc for 160 KVA DG set at Guest house, IISER Pune. Refer scope of work in NIQ	1	Nos.		
	<b>TOTAL</b>				

**Sign and Stamp of Agency**

  
**Executive Engineer IISER Pune**

