

पूछ-ताछ / ENQUIRY

		All Communications to be addressed to The Director IISER PUNE for the attention of INCHARGE S & P FOR DIRECTOR	
		निविदा पूछताछ संख्या: Tender Enquiry No:	आईआईएसईआर/पीयूआर/0354/25 IISER/PUR/0354/25
		तारीख/ Date	22/08/2025
<p>श्रीमान/ महोदया,</p> <p>विषय: कोटेशन के लिए अनुरोध देय तिथि: 03/09/2025</p> <p>कृपया इस कार्यालय में पहुंचने के लिए देय तिथि पर या उससे पहले डिलीवरी अवधि दिखाते हुए पूर्ण विनिर्देशों और साहित्य के साथ निम्नलिखित मदों के लिए एक सीलबंद कवर में अपना मुख्य उद्धरण भेजें। कठिनाई के मामले में कृपया हमसे purchase@iiserpune.ac.in पर संपर्क करें:</p> <p>Sir/Madam,</p> <p>Subject: REQUEST FOR QUOTATION DUE DATE: 03/09/2025 Please send your Principal quotation in a sealed cover for the following items with complete specifications and literature showing delivery period, on or before the due date to reach this office. In case of difficulty please contact us at purchase@iiserpune.ac.in</p>			
अनु क्रमांक/ Sr. No:	सामग्री का विवरण / Description of Material		मात्रा / Quantity
1.	<p><u>Half Yearly Maintenance Contract:-</u> <u>Instrument Model S. No.</u> 1. LSM 780 2504000367 2. LSM 710 2503000421</p> <p>Note: 2 Similar orders should be attach (preferably from the Govt. organizations) for whom similar supply has been made by the bidder in last three years else, your bid shall not be evaluated further.</p>		01 Qty
<p>1. नियत तिथि के बाद प्राप्त कोटेशन पर बिल्कुल भी विचार नहीं किया जाएगा / Quotation received after due date will not be considered at all.</p> <p>2. हमारी पूछताछ संख्या, दिनांक और देय तिथि उपरोक्त के रूप में आपके कोटेशन वाले सीलबंद लिफाफे पर सब्सक्राइब की जानी चाहिए। / Our Enquiry No, date and DUE date as above must be subscribed on the sealed envelope containing your quotation.</p> <p>3. हम दस्तावेजों के खिलाफ अग्रिम भुगतान शर्तों या बैंक के माध्यम से स्वीकार नहीं करते हैं। / We do not accept the advance payment terms or through bank against documents.</p>			<p>Sd/- सहायक कुलसचिव (भांडार एवं क्रय) Sr. Assistant Registrar (S&P)</p>

- **Scope of work**

- a. Preventive Maintenance Visit 1 Nos spanned by 6 Months each.
- b. Emergency Visits - As and when Required during the HYM Period. (Any Nos)
 1. HYM Charges will be paid after completion of 06 months on bill basis.
 2. Report for each visit must be submitted.

- **Maintenance:**

The Half Yearly Maintenance Price covers only physical service provided by our Engineers. Any part(s) and consumable(s) if needed, are additional and not covered in the quoted price. In case of such a requirement a quote will be submitted based on the assessment and requirement and the same has to be separately ordered by the customer.

- **Payment Term:**

1. HYM Charges will be paid after completion of 06 months on bill basis.
2. Report for each visit must be submitted.

TERMS AND CONDITIONS FOR ENQUIRY:-

1. Quotation should be SEALED and mention the ENQUIRY NO: DATE and DUE DATE on the envelope.
2. The quotations will be accepted only up to 05:00 P.M. The quotations will be opened in the presence of the representatives, if any, of the quoting firm at 3.30 p.m. on the next working day of the due date.
3. Your offer should be valid for a period of 60 days from the date of opening of the quotations/tenders
4. Break up of individuals cost of items should be provided.
5. Your rate should include packaging and forwarding charges. In case of quotation F.O.R. destination Insurance should also be covered. The good should be insured in your favor against theft, loss, damage or breakage during transit.
6. The RATE OF GST should be clearly indicated wherever chargeable.
7. **Penalty for delayed Services / LD**
 - a) If the supplier fails to Supply, install as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 1% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.
 - b) IISER, PUNE reserves the right to cancel the order in case the delay is more than 10 weeks. Penalties, if any, will be deducted from the Security Deposit.
8. **We do not accept advance payment terms or payment against documents. See below details of accepted payment terms.**

Mode of Payment

Payment will be made directly to the suppliers by RTGS/NEFT after receipt of the goods, tested /inspected and found satisfactory with regard to quality, quantity, and specifications ordered for and after satisfying that the terms and conditions of supply have been fulfilled.

9. Please provide a compliance table with your quotation in the following format:

Item	Specification asked	Specification Quoted for	Departure and remarks

Please provide sufficient technical details with your quotation (in the form of brochures, spec sheets or tech notes) such that every point should be independently verifiable. Marking the details on the accompanying material will be greatly appreciated.

10. **Fall clause:**

The commercial offer shall in no way exceed the lowest price at which the contractor sells the stores of identical description to any other person/organization during the currency of the contract.

11. **Similar orders (preferably from the Govt. organizations) for whom similar the bidder has made supply in last three years otherwise bid shall not be considered.**

12. The quotations are liable to be rejected if any of the above condition is not complied.

13. **This Institute is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E. II dated 15th June 2017 and 4th June, 2020 and subsequent amendments to the order. Accordingly, preference will be given to the Make in India products while evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order in the technical bid itself.**

14. **Certificate by Bidder- DPIIT Registration should be submit along with quote as Per Annexure-A**

15. **Self-Declaration by the bidder as per Annexure – ‘G’ should be submit along with quote that the items offered meet the local/Non local content requirement in pursuance of Public Procurement Preference to Make in India, Order 2017**

16. Printed condition of the tenders/quotations shall not be binding on us.

17. The acceptance of the quotation will rest with the Director, Indian Institute of Science Education and research (IISER) Pune who does not bind himself to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reason.