



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे

(शिक्षा मंत्रालय ,भारत सरकार का स्वायत्त संस्थान)

डॉ. होमी भाभा मार्ग, पुणे: 411 008

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) PUNE

E-TENDER

ई-निविदा (ई-खरीद पद्धति)

VOLUME I

कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना।

NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGES AT IISER PUNE.

NIT No. : 23/IISER/PUNE/2025-26

Cost put to tender	:	Rs. 20.15 Lakhs
Period of completion	:	3 (Three) months.
Cost of tender documents	:	Rs. 1180/- , (Rs. One Thousand One Hundred Eighty Only) , (non – refundable) ONLY BY RTGS / NEFT / IMPS , BIDDER ACCOUNT TO IISER ACCOUNT .
Type of tender	:	ITEM RATE Tender
EMD	:	Rs. 40,300/- (Rupees Forty Thousand Three Hundred Only) ONLY BY RTGS / NEFT / IMPS , BIDDER ACCOUNT TO IISER ACCOUNT .
Last dates & time to fill/upload the tender through e-tendering.	:	8 12 2025 up to 15 00 hrs
Time & date of opening of technical bids	:	9 12 2025 at to 15 00 hrs

TO BE DOWNLOADED FROM CENTRAL PUBLIC PROCUREMENT (CPP) PORTAL <https://eprocure.gov.in/eprocure/app> OR INSTITUTE WEBSITE www.iiserpune.ac.in AND BID IS TO BE SUBMITTED ONLINE ONLY THROUGH THE E-PROCUREMENT PORTAL UP TO THE LAST DATE AND TIME ONLY THROUGH CPP PORTAL ONLY.

CRITICAL DATES OF TENDER

SR.NO	PARTICULARS	DATE	TIME IN HRS
1	Date of Online Publication	26 11 2025	15 00
2	Bid Submission Start Date	27 11 2025	15 00
3	Bid Submission Close Date	8 12 2025	15 00
4	Closing date & time for Submission of EMD	8 12 2025	15 00
5	Opening of Bids	9 12 2025	15 00

Index

कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना।

NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGES AT IISER PUNE.

NIT No. : 23/IISER/PUNE/2025-26

Sl.No	Item	Page Nos
1	VOLUME- I : Notice inviting e-tender	1 to 31
2	Proforma of Schedules C	1-6
3	Health and Safety Code for Contractors	1-21
3	VOLUME- II : General conditions of contract	1-75
4	VOLUME- III : 1. Special conditions of contract 2. Safety Code 3. Approved Makes 4. SPC - E and M	1 to 129
5	Volume IV – Financial Bid (BOQ) (For reference only) (Bidders to upload excel format BOQ on e-procurement portal)	As per BOQ



INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH PUNE

(An Autonomous Institution, Ministry of Education, Govt. of India) Dr. Homi Bhabha Road, Pashan Pune – 411008.

Website: www.iiserpune.ac.in

Tender NOTICE INVITING e-TENDER (e-Procurement mode)

Indian Institute of Science Education and Research, PUNE invites online **ITEM RATE** bids in open bid system from approved and eligible contractors registered with CPWD, Maharashtra State PWD, MES departments in composite category or Expert agencies, found eligible as per clause 2 & 3 of NIT for the work mentioned below:-

Brief Details of Tender:

Sr. No.	Description of work in Brief	Approx. Estimated cost put to Tender (Rs.)	Earnest Money (Rs.)	Period of Completion	Last date & time of online submission of bid	Time & date of opening of bids
1	2					
1.	कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना। NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGES AT IISER PUNE. NIT No 23/IISER/PUNE/2025-26	Rs.20.15 Lakhs	Rs. 40,300/-	3 months	8 12 2025 at 15 00 hrs	9 12 2025 at 15 00 hrs

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <https://eprocure.gov.in/eprocure/app> or Institute website www.iiserpune.ac.in and bid is to be submitted online only through the E-procurement portal up to the last date and time of submission of tender.

ई-निविदा आमंत्रण सूचना (ई-खरीद पद्धति)

संस्थान संयुक्त/सिविल श्रेणी में केन्द्रीय लोक निर्माण विभाग, महाराष्ट्र राज्य लोक निर्माण विभाग, एमईएस विभाग के साथ पंजीकृत अनुमोदित और योग्य ठेकेदारों से खुली बोली प्रणाली में ऑनलाइन मद दर बोली आमंत्रित करता है, जो “कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना। NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGES AT IISER PUNE.” हेतु बोली के लिए अनुमानित लागत रु. 20.15 लाख रखते हैं तथा इस कार्य के लिए एनआईटी के खंड 2 एवं 3 के अनुसार योग्य पाया जाना चाहिए। बयाना जमा राशि रु. 40,300/- मात्र है। कार्य पूरा करने की अवधि 3 महीने है। निविदा दस्तावेज केन्द्रीय सार्वजनिक खरीद पोर्टल (सीपीपी) <http://eprocure.gov.in/eprocure/app> या www.iiserpune.ac.in से डाउनलोड किया जा सकता है। ई-बोली दि. 8.12.2025 को अपराह्न 3.00 बजे या उससे पहले सीपीपी के माध्यम से केवल ऑनलाइन प्रस्तुत की जाए।

एनआईटी नंबर: 23/आईआईएसईआर/पुणे/2025-26

अधीक्षण अभियंता

Notice Inviting e-Tender (e-Procurement Mode)

Institute Invites online **ITEM RATE** bids in open bid system from approved and eligible contractors registered with CPWD, Maharashtra State PWD, MES departments in composite/civil category or Expert agency in the field of manufacturing of External/Internal type signages, found eligible as per clause 2 & 3 of NIT for **NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGE AT IISER PUNE.** having estimated cost of Rs.20.15 Lakhs. EMD 40,300/-. Completion period is 3 months. The tender document can be downloaded from Central Public Procurement Portal (CPP) <http://eprocure.gov.in/eprocure/app> or www.iiserpune.ac.in . e-Bids to be submitted online only through CPP on or before 8.12.2025 at 15.00 hrs.

Superintending Engineer

NIT No : 23/IISER/PUNE/2025-26

Critical Dates of Tender

SR.NO	PARTICULARS	DATE	TIME IN HRS
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No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 0120-4200462, 0120-4001002, 91-8826246593.

1) Information & Instructions for Online Bid Submission:

This tender document has been published on the Central Public Procurement Portal ([URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)) & Institute website www.iiserpune.ac.in . The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app> .

- 1.1 The intending bidder must read the terms and condition of NIT carefully. Bidder should submit his bid only if he considers himself eligible and he is in possession of all the required documents.
- 1.2 Bid documents should be submitted online complete in all respect along with requisite amount of tender fee (cost of bid documents) . Complete set of tender documents comprising Volume I, II, III has been made available at e-tender portal ([URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app))
- 1.3 The bidder would be required to register at e-tender portal ([URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)) For submission of the bids, the bidder is required to have digital Signature Certificate (DSC) from one of the authorized Certifying Authorities.
- 1.4 Information and instruction for bidders posted on website shall form part of the bid document.
- 1.5 The bid document consisting of Vol-I – Technical bid, Vol-II- Technical specifications, Vol-III- Financial Bid (BOQ) and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website ([URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)) free of cost.
- 1.6 But the bid can only be submitted after uploading the mandatory scanned documents such as receipt of online payment towards tender fee, in favour of Director, IISER PUNE, scan copies of other required documents as specified in the NIT. The tender fee should be deposited online with IISER PUNE within the period of bid submission as specified in the bid document.

- 1.7 Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online tendering process as per details available on the website. The intending bidder must have valid class-III digital signature to submit the bid.
- 1.8 On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
- 1.9 Contractor can upload documents in the form of JPG format and PDF format.
- 1.10 Certificate of Financial Turn Over: At the time of submission of bid contractor may upload Affidavit/ Certificate from CA mentioning Financial Turnover of last 3 years or for the period as specified in the bid document and further details if required may be asked from the contractor after opening of technical bids. There is no need to upload entire voluminous balance sheet.
- 1.11 Contractor has to quote % above or below the total estimated cost put to tender and in case bidder quote item wise rate in the BOQ, then tender shall be rejected.
- 1.12 The tender document can be downloaded from <https://eprocure.gov.in/eprocure/app> and be submitted only through the same website.

2. REGISTRATION of Bidder on e-Procurement Portal

- 2.1 Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- 2.2 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 2.3 Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 2.4 Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 2.5 Only one valid DSC should be registered by a bidder. Note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 2.6 Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.
- 2.7 The CPP Portal also has user manual with detailed guidelines on enrollment and participation in the online bidding process. Any queries related to process of online bids or queries related to CPP Portal may be directed to the 24x7 CPP Portal Helpdesk.
- 2.8 The Institute will not be responsible for any type of technical issue regarding uploading of tender on website. (URL:<https://eprocure.gov.in/eprocure/app>) and any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is **0120-4200462, 0120-4001002, 91-8826246593**.

3. SEARCHING FOR TENDER DOCUMENTS

- 3.1 There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 3.2 Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3.3 The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

4. PREPARATION OF BIDS

- 4.1 Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 4.2 Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 4.3 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4.4 To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

5. SUBMISSION OF BIDS

- 5.1 Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 5.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 5.3 A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other

cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

5.4 The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

5.5 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

5.6 Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

5.7 Kindly add scanned PDF or JPG format files of all relevant documents in a single PDF file of compliance sheet.

6 ASSISTANCE TO BIDDERS

6.1 Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

6.2 Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is **0120-4200462, 0120-4001002, 91-8826246593**.

Contact Us – Central Public Procurement Portal

For any technical related queries please call at 24 x 7 Help Desk Number

0120-4001 062

0120-4001 002

0120-4001 005

0120-6277 787

International Bidders are requested to prefix +91 as country code



INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) PUNE
SECTION I -NOTICE INVITING e-TENDERING

2. Indian Institute of Science Education and Research, PUNE invites online **ITEM RATE** bids in open bid system from registered contractors of CPWD, State PWD, Railways or MES departments in composite /Civil works category or **Expert agency in the field of manufacturing of External/Internal type signages** found eligible as per the minimum requirements defined in clause 2 & 3 of NIT for the work mentioned below:

कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना।

NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGES AT IISER PUNE.

NIT NO. : **23/IISER/PUNE/2025-26**

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Period of completion	:	3 (Three) months.
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Type of tender	:	ITEM RATE Tender
EMD	:	Rs. 40,300/- (Rupees Forty Thousand Three Hundred Only) ONLY BY RTGS / NEFT / IMPS , BIDDER ACCOUNT TO IISER ACCOUNT .
Last dates & time to fill/upload the tender through e-tendering.	:	8 12 2025 up to 15 00 hrs
Time & date of opening of technical bids	:	9 12 2025 at to 15 00 hrs

3. The applicant should be registered in appropriate class with CPWD, State PWD, Railways or MES departments in composite /Civil works category. **OR Expert agency in the field of manufacturing of External/Internal type signages.**

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

REGISTRATION , EMD AND TENDER FEES ARE MANDATORY FOR ALL BIDDERS.

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

The time allowed for carrying out the work will be 3 (**Three**) 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.

Bidder should have experience of having successfully completed works during the last seven years ending previous day of the last date of submission of tenders (i) 3 similar works each costing not less than **40%** cost put to tender or completed two similar works each costing not less than **60%** cost put to tender or completed one similar work costing not less than **80%** cost put to tender Components of work executed other than those included in definition of similar work shall be deducted while calculating cost of similar work. Bidder shall submit abstract of cost of work in support of this.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of receipt of applications for tender.

Civil maintenance work /construction work/interior work of residential or non-residential/institutional buildings , under a single composite tender for the items consisting of Civil, finishes , wood work, partition work , painting, false ceiling, flooring or list of items specified in CPWD Civil DSR other than external works like road/pavement works, compound wall, external drainage/water supply works and only earthwork contracts . **OR Expert agency to submit experience letters/Completion certificate of the work related to signage works. Expert should have functional workshop with at least one CNC machine and one Laser Cutting machine.** Documentary evidence is required to be produced. All works should be executed in single order. This 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 other organizations. Experience certificate shall clearly indicate the Name of client , value of work done , date of start and date of completion. Bidder shall be rejected for incomplete certificate. Experience Certificate should have minimum these details 1. Name of Client, 2. Name of Work 3. Name of Contractor, 4. Cost of work at completion 5. Date of completion of work. 6. Levy (If any). Bid shall stand rejected for incomplete Experience Certificate.

The bid document is single stage two Envelope e-tendering system can be seen from the Central Public Procurement Portal ([URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)) & Institute website www.iiserpune.ac.in The contents of Envelope I & Envelope II are specified in the NIT.

5. **Turnover:** Average annual financial turnover on construction works should be at least 50% of the estimated cost put to tender during the immediate last three consecutive financial years. The value of annual turnover figures shall be brought to current value by enhancing the actual turnover figures at simple rate of 7% per annum.

6. **Profit/loss :** The bidder should not have incurred any loss (profit after tax should be positive) in more than two years during available last five consecutive balance sheet (balance sheet in case of private/public limited company means its standalone financial statement and consolidated financial statement both), duly audited and certified by the Chartered Accountant. Tabulated statement with details of financial year , turnover, profit/loss on CA's letter head with UDIN number shall be submitted.

7. **Banker's Certificate** from a Commercial Bank or Net worth Certificate: Banker's Certificate of the amount equal to 40% of the Estimated Cost put to tender (ECPT), certificate should be latest and within 90 days from date of call of this tender. or

8. **Networth certificate** of minimum 10% of the estimated cost put to tender issued by certified Chartered Accountant with UDIN and should be obtained not before 90 days from date of call of this tender.

6. Submission of Bid Documents

Information and instruction for bidder for e-tendering forming part of bid document and posted on website ([URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app))

Last date and time of submission of bid, original EMD and deposition of original EMD and list of documents as detailed below at IISER Pune and uploading the scan copies of the below mentioned documents:

List of Document to be scanned and uploaded within the period of bid submission:

- I. Transaction Receipt of online deposit of tender fee and EMD.
- II. Enlistment Order of the Contractor (Attested copy).
- III. Certificate of Registration for GST and acknowledgement of up to date filed return if required.

7. Tender documents should be submitted online complete in all respect along with requisite amount of tender fee (cost of bid document). Complete set of tender documents comprising Volume I, II, III and financial bids has been made available at e-tender portal <http://www.eprocurement & www.iiserpune.ac.in>
8. Director, Indian Institute of Science Education & Research, PUNE shall be the "Accepting Authority" hereinafter referred to as such for the purpose of this Contract.
9. Bids must be accompanied by tender fee and bid-security/EMD (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/EMD and Tender fee.

ONLY THOROUGH BIDDER'S ACCOUNT TO IISER PUNE ACCOUNT VIA RTGS / NEFT / IMPS TRANSFER IS ACCEPTED. ANY OTHER MODES SHALL BE LIABLE FOR DISQUALIFICATION.

10.1 Bid Security/EMD amounting to **Rs. 40,300 (Rupees Fourty Thousand Three Hundred Only)** and tender fee of Rs. 1180/- shall be deposited in **IISER PUNE Bank account** through net banking as detailed below failing which the bid will be declared non responsive. GST number along with the payment receipt is mandatory.

a) 100% EMD amount can be deposited in **IISER PUNE Bank account** through net banking as detailed below.

Name-IISER PUNE

Bank-State Bank of India

Branch-NCL Campus Branch, PUNE 411008

Current A/c No. 30042605732

IFSC-SBIN0003552

Scanned copy of the net banking transaction receipt towards payment of tender fee shall be uploaded on the e-tendering website within the period of bid submission failing which the bid will be declared non responsive.

- 10.2 Bid Security/EMD of unsuccessful Bidders will be returned to them within 90 days from the date of acceptance of bid of the successful Bidder. Bidders shall send application with cancel cheque/Bank Name-Account Number-IFSC code of depositing firm on opening of commercial bids.
- 10.3 The Bid Security may be forfeited, if
 - a) The Bidder withdraws / modifies his Bid or any item thereof after opening of bid. 50% EMD to be forfeited.
 - b) The successful Bidder fails to submit performance guarantee within the specified time limit to commence the work, 100% EMD shall be forfeited followed by disqualification in the participation in recall of tender.
11. Bid shall be opened on the day fixed for opening of bids 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. Bidders attention is also drawn to instruction of filling and submission of tender Attached herewith. You may forward your queries on tender documents and /or

depute your technical representative for discussion on tender /drawings to clarify doubts, if any, at least two days before the date of submission mentioned in the website.

12.1 The Bidder may submit their questions/ queries/ clarifications/permission for site visit if any, in writing or by email to reach the IISER Pune at least four days before the date for bid submission. Bidders can send queries on their letter head referring tender number by Speed post on above said address so as to reach IISER Pune. Bidders can send email on e-mail address engg@iiserpune.ac.in at least one day before the date and time of submission.

13. If any amendment in the tender document uploaded on the website is necessitated due to any query raised by any bidder including the text of the questions raised (without identifying the source of enquiry) and the responses given will be uploaded as corrigendum on websites ([URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)) and www.iiserpune.ac.in Bidders are requested to take note of the corrigendum and quote their rates accordingly.

13.1 In case revised BOQ is uploaded on website by IISER, tenderer /bidder has to quote in revised BOQ only. The uploading quotation in pre-revised BOQ shall be considered as a willful negligence by the bidder and his quotation shall be considered as non-responsive.

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 & availability of site

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.

15.5 The site for the work is available.

15.6 The architectural and structural drawings shall be made available in phased manner as per requirement of the same as per approved program of completion submitted by the contractor after award of the work.

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 Notice Inviting e-Tender shall form part of the Contract document.

16.3.1 The documents listed below comprises one set of bid document that are issued to Bidders:

PART – I

Technical Bid

Envelope –I

Volume I

- a) Notice Inviting Tender (Including eligibility criteria)
- b) Tender Form and General Rules and Directions for the Guidance of the Contractor
- c) General Conditions of Contract
- d) Special Conditions & PARTICULAR SPECIFICATIONS of Contract
- e) Safety Code for Contract Work
- f) Format of BG
- g) Schedule C

Volume- II: Special Conditions & PARTICULAR SPECIFICATIONS of Contract
& Tender Drawings

PART-II

Envelop II – (Financial bid)

Volume –III : Financial bid Schedule of quantity (BOQ).

17 Amendment of Bid Documents

17.1 Before the deadline for submission of bids, the IISER PUNE may modify the bidding documents by issuing corrigendum.

17.2 Any corrigendum so issued shall be part of the bid documents as well as Contract document and shall be on uploaded website [URL:https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app) and www.iiserpune.ac.in Bidders should take note of the uploaded corrigendum and submit the tenders accordingly.

18 Bid Validity

18.1 The bid submitted shall become invalid if:

- (i) The bidders is found ineligible.
The bidder does not deposit online tender fee with IISER PUNE before the date and time fixed for opening of the bids.
- (ii) The bidders does not upload all the documents (including GST registration) as stipulated in the bid document.
- (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest tenderer in the office of tender opening authority.

- 18.2 **The bids submitted shall remain valid for acceptance for a period of 120 days** from the date of opening of the technical bids. 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 **Envelope –IA** Online bid documents submitted by intending bidders shall be opened only of those bidders, whose tender fee and EMD is deposited online with IISER PUNE and scanned their scanned copies i/c tender documents scanned and uploaded are found in order.

- 19.2 On the due date and appointed time as specified in clause 11. IISER, Pune will first open **Envelope –IB** of bid. Bidders satisfying conditions of 19.1, including amendment as per clause 17 if applicable, in the presence of the Bidders or their representatives who 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.

- 19.3 **Envelope –II** Financial bids of the bidders who have submitted unconditional Bids together with requisite Bid security and meeting the eligibility criteria as specified in the NIT shall opened in the presence of representatives of intending bidders on the date and time specified in the NIT for opening of the financial bid.

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 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 analyses 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.

23 Award Criteria

- 23.1. IISER PUNE reserves the right without being liable for any damages or obligation to inform the bidder to:

- a) amend the scope and value of the contract to the bidder
- b) Reject any or all applications without assigning any reasons

23.2 IISER, PUNE shall award the contract to the Bidder whose evaluated offer / bid has been determined to be the technically suitable 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 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

24 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 Schedule 'C'. 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. The Earnest Money deposited along with tender shall be returned after receiving the aforesaid performance guarantee. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee.

The contractor whose bid is accepted will also be required to furnish either copy of the applicable licenses/registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC, and BOCW Welfare Board i/c provident Fund Code No. if applicable and also ensure the compliance of aforesaid provisions by the sub-contractors, if any engaged by the contractor for the said work and program chart (Time and Progress) within the period specified in Schedule C.

25 For execution of Electrical & Mechanical (E&M), firefighting & lift components of works, the main agency has to associate with specialized agency as per the laid down minimum eligibility criteria in tender document and submit the details of MOU of such agencies to Engineer in charge.

25.1 Entire work under the scope of Composite bid including Civil, Electrical & Mechanical (E&M), firefighting & lift, GDS shall be executed under one agreement.

25.2 The main contractor has to enter into MoU in **Form 'H'** with his associate agency(s) for E & M component conforming to eligibility criteria as defined in the bid document and has to submit details such agency(s) to Engineer-in-charge of minor component(s) within prescribed time. Name of the agency(s) to be associated shall be approved by Engineer-in-charge.

For Expert Agency work of Gas Distribution work , Main agency shall form MOU and carryout work through Approved Expert agency specified in the BOQ.

25.3 If the main contractor fails to associate agency/agencies for execution of for Electrical & Mechanical (E&M), firefighting & lift component of work within prescribed time or furnishes incomplete details or furnishes details of ineligible agencies even after the tenderer is given due opportunity, the entire scope of such component of works shall be

- withdrawn from the tender and the same shall be got executed by the Engineer-in-Charge at the risk and cost of the main contractor.
- 25.4 In case the main contractor intends to change any of the above agency/agencies during the operation of the contract, he shall obtain prior approval of Engineer-in-charge. The new agency/agencies shall also have to satisfy the laid down eligibility criteria. In case Engineer-in-charge is not satisfied with the performance of any agency, he can direct the contractor to change the agency executing such items of work and this shall be binding on the contractor.
- 25.5 Running payment for the work shall be made to the main contractor. In case main contractor fails to make the payment to the contractor associated by him within 15 days of receipt of each running account payment then on the written complaint of contractor associated Engineer in charge shall serve the show cause to main contractor and after considering the reply of the same he may make the payment directly to the contractor associated as per the terms & conditions of the agreement drawn between main contractor and associate contractor fixed by him, if reply of main contractor either not received or found unsatisfactory. Such payment made to the associate contractor shall be recovered by the Engineer in charge from the next RA/final bill due to main contractor as the case may be.
- 25.6 The Composite work shall be treated as complete when all the components of the work are complete.
- 26 Bidder shall quote rates for all items in the BOQ (i.e. Civil, Electrical, LIFTs, firefighting) of work in the financial bid document. It will be obligatory on the part of the tenderer to sign the tender document for all the components (The schedule of quantities, conditions and special conditions etc.)
- 27 **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 prequalification documents, should be disclosed to the IISER, PUNE, at any time between the submission of bids and the signing of the contract.

**Engineer In-Charge
IISER Pune**

SECTION I

II) ADDITIONAL INFORMATION AND INSTRUCTION TO APPLICANTS

1.0. GENERAL

1.1 STATEMENT OF OBJECTIVES, BRIEF SCOPE & PARTICULARS OF THE WORK

The BOQ of कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना।

NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGE AT IISER PUNE. .

The BOQ of above said work is in IISER Pune campus. Work shall be in IISER Pune campus and as per architectural views and drawings and instructions of Engineer In-charge. All works shall be take-up as per workmanship manner as per direction of Engineer In-charge , IISER Pune. Work shall in general be executed as per, general conditions of the contract, particular Technical Specifications, CPWD Specifications available separately at printer's outlets

(the bidder may obtain the address of the outlets from any CPWD office/IISER PUNE), National Building code of India, relevant Indian Standard (IS) Codes, etc As these buildings will have green building features, Contractors are expected to provide adequate and complete. Particulars given above are provisional and liable to change and must be considered only as advance information to assist the bidder.

This is maintenance nature tender. Work front shall be available as per site requirement , use requirement , instruction of Competent authority , Engineer In-charge , DEAN , Faculty In-charge , Chairperson or any personnel authorized by Engineer In-charge, IISER Pune. Agency shall understand scope of work properly before taking up the work , plan and schedule activities , material requirements accordingly. Material installed/laid at site only shall be measured for payments , any surplus Work shall in general be executed as per, general conditions of the contract, particular Technical Specifications, CPWD Specifications available separately at printer's outlets (the bidder may obtain the address of the outlets from any CPWD office/IISER PUNE), National Building code of India, relevant Indian Standard (IS) Codes, etc

Particulars given above are provisional and liable to change and must be considered only as advance information to assist the bidder.

1.2 Letter of transmittal and other forms for pre-qualification are attached (Annexure I)

1.3. All information called for in the enclosed forms should be furnished against the respective columns in the forms. If information is furnished in a separate document, reference to the same should be given against respective columns. Such separate documents shall be chronologically placed at the end of the prescribed application. If information is 'nil' it should also be mentioned as 'nil' or 'no such case'. If, any particulars/query is not applicable in case of the applicant, it should be stated as 'not applicable'. However, the applicants are cautioned that not giving complete information called for in the application forms required, not giving it in clear terms or making change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified. Applications made by Fax and those received late will not be entertained.

- 1.4. References, information and certificates from the respective clients certifying suitability, technical know-how or capability of the applicant should be signed by an officer not below the rank of Engineer In-charge/Chief Project Manager or equivalent.
- 1.5 The Tenderer is advised to attach any additional information which he thinks is necessary in regard to his capabilities to establish that the applicant is capable in all respects to successfully complete the envisaged work. He is however, advised not to attach superfluous information. No further information will be entertained after pre-qualification document is submitted, unless it is called for by Employer.
- 1.6 The applicant may engage sub vendors for execution of Electrical, Lifts, HVAC as mentioned below, or may execute the same on their own. In either case, the eligibility criteria given below shall be satisfied.

The applicant Principal Contractor shall associate (Association through MOU / Subsisting agreement) with contractors for Electrical/ HVAC /Fire Detection / Lifts who shall satisfy the eligibility criteria/ given below for each type of specialized Electrical Mechanical agency. For this purposes, the applicant principal contractor shall give at least 2 (Two) names for each category of associates. IISER will approve associates after verifying their credentials and experience. However, responsibility of getting the work done efficiently will rest with the Principal contractor. The consent letter from different associates shall also be enclosed along with tender.

The Principal contractor or Associates shall be required to possess valid license for respective trade for executing the specialized services.

1.7 LETTER OF TRANSMITTAL

The applicant should submit the letter of transmittal attached with tender document duly signed by the agency.

- 1.8 INTEGRITY AGREEMENT duly signed by the agency along with letter is required to be submitted by the agency.

LETTER OF TRANSMITTAL

From

.....

.....

To

THE DIRECTOR

INDIAN INSTITUTE OF SCIENCE EDUCATION & RESEARCH (IISER) PUNE

Main Building, Dr. Homi Bhabha Road, Pashan,

Pune - 411008

कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना/| NAME
OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGE AT IISER
PUNE. .

NIT NO. : 23/IISER/PUNE/2025-26

Having examined the details given in press notification and the tender document for the above work, I/we hereby submit the tender documents and other relevant information. I/we agree with all the terms and conditions given in the bid document.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for eligibility criteria and have no further pertinent information to supply.
3. I/We submit the requisite certified solvency certificate and authorize the Director, IISER, PUNE to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/We also authorize Engineer In-charge, PUNE to approach individuals, employers, firms and corporation to verify our competence and general reputation.
4. I/We submit the following certificates in support of our suitability, technical know-how & capability for having successfully completed the following works.

Name of Work:

Certificate from

- 1.
- 2.
- 3.

- 1.
- 2.
- 3.

Enclosures:

Seal of applicant

Date of submission

Signature(s) of applicant(s)

Undertaking to sign the integrity Agreement

To,

.....,
.....,
.....

**Sub: SUBMISSION OF TENDER DOCUMENTS FOR THE WORK OF “ कार्य का नाम-
आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना।। NAME OF WORK-
PROVIDING AND FIXING EXTERNAL SIGNAGE AT IISER PUNE. .**

NIT NO. : **23/IISER/PUNE/2025-26**

Dear Sir,

It is here by declared that IISER is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the IISER.

Yours faithfully

Sd/-

Engineer In-charge

Forwarding letter for Integrity Agreement

To

INDIAN INSTITUTE OF SCIENCE EDUCATION & RESEARCH (IISER) PUNE

Main Building, Dr Homi Bhabha Road, Pashan, Pune 411008

**Sub: SUBMISSION OF TENDER DOCUMENTS FOR THE WORK OF “ कार्य का नाम-
आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना//I NAME OF WORK-
PROVIDING AND FIXING EXTERNAL SIGNAGE AT IISER PUNE. .**

NIT NO. : **23/IISER/PUNE/2025-26**

Dear Sir,

I/We acknowledge that IISER is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by IISER. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, IISER shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

(Duly authorized signatory of the Bidder)

To be signed by the bidder and the signatory competent / authorized to sign the relevant contract on behalf of IISER

INTEGRITY AGREEMENT

This Integrity Agreement is made at on this day of 20.....

BETWEEN

IISER represented through its Registrar, (Hereinafter referred as the '**Principal/Owner**', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

.....
(Name and Address of the Individual/firm/Company)

through (Hereinafter referred to as the (Details of
duly authorized signatory)

"Bidder/Contractor" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No.)
(hereinafter referred to as **"Tender/Bid"**) and intends to award, under laid down organizational
procedure, contract for
.....
(Name of work)
hereinafter referred to as the **"Contract"**.

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as **"Integrity Pact"** or **"Pact"**), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal/Owner

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - (a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the

Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

- (b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
 - (c) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Contractor(s)

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of **fraud or corruption or Coercion or Collusion** of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
 - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
 - b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
 - c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the

business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

- d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
 - e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
 - 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice **means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.**
 - 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may be forever or for a limited period as decided by the Principal/Owner.**

- 2) **Forfeiture of EMD/Performance Guarantee/Security Deposit:** If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.
- 4) **Article 4: Previous Transgression**
 - 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
 - 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
 - 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/ sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority.

Article 7- Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the **Headquarters of the** Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this **Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.**

Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....
(For and on behalf of Principal/Owner)

.....
(For and on behalf of Bidder/Contractor)

WITNESSES:

1.
(signature, name and address)

2.
(signature, name and address)

Place:

Dated :

CHECK LIST: Details of Enclosures/documents required to be uploaded on website <https://eprocure.gov.in/eprocure/app> through the E-procurement portal up to the last date and time of submission of tender.

Sl.No	Description of item	Scanned copies Uploaded on website	Not uploaded
1.	Eligibility documents- Registration Certificate , experience certificate with clearly mentioning Name of work, name of contractor, value of work on completion , date of completion. (As per Clause-2 and 3 of NIT)		
2.	Power of attorney as required		
3.	Certificate of Registration as required		
4.	Memorandum of Articles of association as required		
5.	C A certificate for Audited Balance Sheet and Profit & Loss statement for the past five financial years tabulated on one page with CA UDIN number.		
6.	Consent letter from associates if Electro-Mechanical services are proposed to be done through Associates, under reference to Para 1.6 A to D under Section-II. Information and Instructions to Applicants (If applicable)		
7.	Supporting certificates for technical and financial capability from relevant authorities.		
8	Organization Chart with responsibilities, Curriculum Vitae of personnel proposed for this project.		
9	INTEGRITY AGREEMENT duly signed by the agency along with letter of Transmittal		
10	Any other important information.		
11	Scan copies of net banking receipt towards payment of Tender fee		
12	Letter of transmittal duly signed by the bidder.		
13	Uploading of the tender document Vol-I, Vol-II, Vol-III and financial bids		
14	Any other relevant document required to be uploaded on website as per tender conditions.		



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH
– IISER PUNE**

कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना/| **NAME
OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGE AT
IISER PUNE.**

NIT NO. : **23/IISER/PUNE/2025-26**

SECTION – II

ITEM RATE TENDER & CONTRACT FOR WORKS

SECTION- II

Tender Form

ITEM RATE Tender & Contract for Works

कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना// **NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGE AT IISER PUNE. .**

NIT NO. : 23/IISER/PUNE/2024-25

- (a). Tender(s) to be submitted online by (time) **15.00 hours on As per NIT**
(URL:<https://eprocure.gov.in/eprocure/app>)
- (b). Tender(s) to be opened in presence of tenderers who may be present at **15.00 hours on As per NIT** in the office of the Engineer In-charge , Indian Institute of Science Education and Research ,PUNE

TENDER

I/We have read and examined the notice Inviting Tender, Schedule, Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, special conditions & other document and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the Director Of Indian Institute of Science Education and Research PUNE (IISER-PUNE) within the time specified in Schedule 2 (Three) **month viz**, schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to the Conditions of contract and with such materials as are provided for and in respects in accordance with such conditions so far as applicable.

We agree to keep the tender valid for (120) One Hundred and Twenty days from the due date of its opening and not to make any modifications in its terms and conditions.

A sum of Rs (figure)------(in words) -----

has been deposited in Deposit at call Receipt of a Schedule bank/demand draft of a scheduled bank/bank guarantee

issued by a Schedule Bank as earnest money. If I/we, fail to furnished the prescribed performance guarantee within prescribed period, I/we agree that the said Director Of Indian Institute of Science Education and Research PUNE (IISER-PUNE) or his successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely, if I/we fail to commence work as specified, I/we agree that Director Of Indian Institute of Science Education and Research PUNE(IISER-PUNE) or his

successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely.

The said Performance Guarantee shall be a guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form. Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/ confidential documents and shall not communicate information / derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state or IISER PUNE.

Dated

Signature of Contractor

Seal

Postal Address

Witness :

Address:

Occupation:

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on the Director IISER, PUNE for sum of Rs.....(Rupees.....).
.....).

The letters referred to below shall form part of this contract Agreement:-

(a)

(b)

(c)

For & on behalf of the Director, IISER PUNE

Signature.....

Dated.....

Designation.....

SCHEDULE 'C'

Reference to General Conditions of contract.-

कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना।

NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGE AT IISER PUNE.

NIT NO.	:	23/IISER/PUNE/2025-26
Estimated cost put to tender	:	Rs. 20.15 Lakhs
(i) Earnest money	:	Rs. 40,300/- (to be returned after receiving performance guarantee)
(ii) Performance Guarantee	:	5% of tendered value (Only RTGS/NEFT/IMPS/DD)
(iii) Security Deposit	:	2.5 % of tendered/accepted value. (Only RTGS/NEFT/IMPS/DD)
(iv) Additional Security Deposit	:	Nil
(v) Defect Liability Period	:	12 Months
(vi) Project Duration	:	3 Months
(vii) Water Supply and Electricity	:	Free of cost

SCHEDULE 'C'

GENERAL RULES & DIRECTIONS:

Officer inviting tender	:	Superintending Engineer, IISER Pune
Maximum percentage for quantity of items of work		
To be executed beyond which rates are to be		
Determined in accordance with Clauses 12.2 & 12.3 :		See below

Definitions:

2(v) Engineer-in-Charge	:	Superintending Engineer, IISER Pune
2(viii) Accepting Authority	:	Director, IISER, PUNE
2(ix) Percentage on cost of materials and labour : to cover all overheads and profits	:	15%
2(x) Standard Schedule of rates	:	CPWD Delhi Schedule of Rates 2023 and Market rates (Civil) CPWD Delhi Schedule of Rates 2022 and Market rates (E&M)
2(viii) Department :		Indian institute of Science Education & Research, IISER, PUNE
2(ix) Standard contract Form		ITEM RATE contract

Clause 1

(i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance	:	15days
--	---	--------

- (ii) Maximum allowable extension with late fee @ 0.1% per day of Performance
 Guarantee amount beyond the period provided in (i) above : 7 days
 Final allowable extension shall be 30 days with late fee , EMD shall be forfeited with
 blacklisting bidder to participate in recall of the tender.

Clause 2

Authority for fixing compensation
 under clause 2.

The Director Indian Institute of Science
 Education & Research, IISER PUNE.

Clause 2 A

Whether Clause 2A shall be applicable

Not Applicable

Clause 2 A

Whether Clause 2A shall be applicable

Not Applicable

Clause 3

Whether Clause 3 shall be applicable

Yes

Clause 3 A

Whether Clause 3A shall be applicable

Yes

Clause 4

Whether Clause 4 shall be applicable

Yes

Clause 5

Number of days from the date of issue of letter
 of award works for reckoning date of start 15 days

Mile stone(s) as per table given below:-

SL No.	Description of Milestone	Time allowed in days/months (From date of start)	Amount to be with-held in case of non-achievement of Milestone
1	Design and Artwork Preparation	1 Month	3 % on tendered/accepted value
2	Fabrication and Graphics work, Foundation work	1 Month	1 % on tendered/accepted value
3	Installation work	1 Month	1 % on tendered/accepted value

Time allowed for execution of

(3) months

If a contractor fails to achieve consecutive three milestones, in that case the amount to be with-held in case of non-achievement of Milestone/s shall be 'Three times' of the percentage mentioned in above table. If the contractor achieves the overall progress in the next milestone mentioned above , the withheld amount will be released in the next RA bill.

Water Supply and Electricity : Water supply and Electricity will be provided free of cost at one tapping point. Bidder to make own arrangement from approved tapping point with all safety precautions.

Authority to decide:

(i) Extension of time

Engineer in Charge

- | | | |
|-------|--|---------------------|
| (ii) | Rescheduling of mile stones | Engineer in Charge |
| (iii) | Shifting of date of start in case of
delay in handing over of site: | Director IISER PUNE |

Clause 6, 6 A Computerized/Electronic measurement book

Clause applicable – (6 and 6A) Yes Applicable

No running account bill shall be paid for the work till the applicable labour licenses, registration with GST, EPFO, ESIC and BOCW Welfare board, whatever applicable are submitted by the contractor to the Engineer in charge.

Clause 7

Gross work to be done together with net payment
/adjustment of advances for material collected,
if any, since the last such payment for being eligible
to interim payment

Rs. 7.00 Lakhs / Month

Clause 7A

Whether clause 7A shall be applicable: **Yes.**

Clause 8

Whether Clause 8 shall be applicable Yes

Clause 9

Whether Clause 9 shall be applicable Yes

Clause 10

List of testing equipment to be provided
by the contractor at site lab.

As per list of equipment specified in tender document

Clause 10 A : Secured Advance

: Not Applicable

Whether Clause 10 A shall be applicable :

Clause 10 B (Mobilization Advance)

Whether Clause 10 B shall be applicable

: Not Applicable

Clause 10B(i) (P and M Advance)

Whether Clause 10B (i) shall be applicable.

: Not Applicable.

Clause 10B(ii)

Whether Clause 10B (ii) shall be applicable.

: Not Applicable.

Clause 10 C

Component of labour expressed as percent of value of work : **Not Applicable**

Clause 10 CA

: NOT APPLICABLE

S. No.	Materials covered under this Clause	Base price and its corresponding period of all the materials covered under clause 10CA i/c GST (In Rupees) March, 2017	Nearest Materials (other than cement*, reinforcement bars, the structural steel and POL) for which All India whole sale Price Index to be Followed
--------	-------------------------------------	--	--

CLAUSE 10 CC

NOT APPLICABLE

Clause 10 CC to be applicable in contracts with stipulated period of completion exceeding the period shown in next column
Schedule of component of other Materials, Labour, POL etc.

for price escalation.

Component of civil (except materials covered under Clause 10CA /Electrical Construction materials expressed as percent of total value of work

Xm -- %

Component of Labour expressed as percent of total value of work.

Y -- %

Component of P.O.L- expressed as percent of total value of work.

Z..... 0..... %

Clause 11

Specifications to be followed for execution work

1) Technical specification given in Tender documents.

2) CPWD standard specifications as below

I & II with up to date correction slips for civil works.

2a) CPWD Civil specifications 2019 Vol I & II with up to date correction slips, CPWD specifications for internal Electrical works – 2013, external electrical services- 2007, Wet riser, sprinkler specification- 2020, DG set & Substation works Part IV 2013, CPWD HVAC specifications 2017, CPWD Fire Detection and Alarm System specifications 2018 , Lift & Escalators - 2003 Indian standard specification, technical specifications as applicable or anything latest available on https://cpwd.gov.in/Documents/cpwd_publication.aspx

3) Indian Standard Specification

4) Manufactures specification

5) Engineer In charge decision.

Clause 12

Type of work Project and original work

12.2 & 12.3 Deviation Limit beyond which clauses Unlimited (Tender Rate Applicable)

12.2 & 12.3 shall apply for building
Super structure work & other Associated
Electro-mechanical works

12.5 (i) Deviation Limit beyond which clauses Unlimited (Tender Rate Applicable)

12.2 & 12.3 shall apply for foundation work

(Except items mentioned in earth work sub head in DSR and related items)

(ii) Deviation Limit for items mentioned in earth work

Sub head of DSR or related items Unlimited (Tender Rate Applicable)

Extra Items: Any Extra item to be executed only with the prior approval of Engineer In-charge , approved quantity of the extra item shall be payable as per Current CPWD DSR , if extra item is not available in current CPWD DSR then extra item shall be payable as per market rate.

Clause 13 : Foreclosure of Work

Whether Clause 13 shall be applicable Yes

Clause 14 : Risk and Cost

Whether Clause 14 shall be applicable Yes

Clause 15 : Suspension of Work

Whether Clause 15 shall be applicable Yes

Clause 16

Competent Authority for deciding The Director Indian institute of Science
Reduced rates Education &. Research, IISER PUNE

Clause 17 : Rectification of defects during DLP

Whether Clause 17 shall be applicable Yes

Clause 18

List of mandatory machinery, tools & plants - As per Annexure-II in the NIT
To be deployed by the contractor at site at his cost: Condition of Contract.

Clause 19 to 42

Whether Clause 19 to 42 shall be applicable Yes

Clause 25

Constitution of Dispute Redressal Committee (DRC)

Chairman – As constituted by Director IISER Pune

Clause 34 (i)

Requirement of Technical Representative(s) and recovery rate to be affected from Contractor bill for non-deployment of technical staff at site of work:

S.No.	Technical Representative(s)	Qualification & Discipline of the Technical representative(s)	Minimum Experience of the Technical representative(s)	Minimum Numbers to be Employed at site for full duration of the project	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 34(i)	
					Figure	Words
1	Site Engineer Planning and billing Engineers (Full duration of the project)	BE/Diploma in civil	5 years	1	35000	Thirty Thousand Only

Note:

1. Assistant Engineers retired from Government services who are holding Diploma will be treated at par with Graduate Engineers. Diploma holder with minimum 10 years' relevant experience with a reputed construction company can be treated at par with Graduate Engineers for the purpose of such deployment subject to the condition that such diploma holders should not exceed 50% of requirement of degree engineers.
2. The contractor shall submit a certificate of employment of the technical representative(s) (in the form of copy of Form -16 or CPF deduction issued to the Engineers employed by him) along with every account bill/final bill and shall produce evidence if at any times so required by the Engineer-in-charge.
3. The CV of technical persons shall be presented to Engineer in charge before deployment in above work for approval. Once inducted they will not be transferred or removed without the permission on Engineer in Charge.



ANNEXURE

**HAND BOOK ON HEALTH AND SAFETY
AT WORK**

FOR

CONTRACTORS

SECTION - 1

INTRODUCTION:

This document defines the operations undertaken by Principal Contractors and their sub-vendors on Project premises, which can give rise to hazards to those engaged in the work and others who may be working, standing or passing in the vicinity.

Compliance with NBC norms on construction safety for ensuring safety during construction

It is the **IISER's** endeavour to secure a high standard of safety at site. Therefore, Contractors and sub-Contractors must know their duties under common law, both for establishments, and their own employees and to conduct their business and methods of work to conform to the best practices.

Before the **IISER**, allows any contracting or sub- contracting firm to carry out work on its premises, the **IISER** insists that Contractors and sub-Contractors understand their duties regarding safe practices for themselves, others and regulations covering the type of work they will be carrying out.

In furtherance to this policy, rules herein have been devised to bring to the notice of Contractors and sub-Contractors, some of the more common hazards, and appropriate preventive measures in connection with the erection, construction, cleaning, painting, alteration or demolition of plant, machinery and buildings.

The **IISER** is confident that the observance of these rules will be no hindrance to progress the work, but will assist in the avoidance of accidents.

IT IS IN A TERM OF ALL CONTRACTS BETWEEN THE **IISER** AND CONTRACTORS THAT THEY AND ANY SUB-CONTRACTORS, APPOINTED BY THEM COMPLY WITH THESE RULES AND THEIR CO-OPERATION IS THEREFORE OBLIGATORY IN CARRYING OUT THE PRECAUTIONS LAID DOWN.

Section - 2 : Details general rules which are applicable to most Contractors and sub-Contractors.

Section - 3 : Details specific rules which must be followed where applicable, where a particular type of work is to be undertaken.

All Contractors Supervisors will make sure that the Engineering Services / Safety Manager on Project site are notified as and when he and others (Sub-Contractors) are reporting for work on that site.

SECTION 2

RULES FOR GENERAL OPERATIONS:

2.1 ACCESS:

Nothing shall be done or omitted to be done by Contractors or Sub-Contractors or their employees to render unsafe or obstruct:

- Any means of access to the places at which people are required to work.
- The passage of people and / or vehicles whether on a defined gangway or not, unless permission is obtained from the designated safety officer.
- Access for emergency apparatus, such as firefighting equipment.
- Contractors and sub-Contractors shall nevertheless provide adequate fencing, lighting and warning signs to ensure safety at all times.

2.2 ACCIDENT AND INCIDENT REPORTING:

All notifiable accidents, dangerous occurrences and potential hazard situations shall be reported to the safety officer at site.

Injuries are to be treated by experienced medical staff available at site.

2.3 CONTRACTORS AND SUB-CONTRACTORS' TOOLS AND EQUIPMENTS:

All Contractors and sub-Contractors tools and equipment must comply with statutory regulations and approved codes of practices.

2.4 HAZARDOUS MATERIALS:

The Contractor must inform the safety officer, prior to commencement of work, procurement of materials connected with the contract work of a hazardous nature. The Contractor will have to secure storage for any such material.

2.5 DUST AND FUME CONTROL:

Contractors and sub-Contractors must inform the safety officer at the Project site of all processes producing dust or fumes, and under the conditions as laid down in the relevant Act of Government the safety precautions are to be fulfilled.

2.6 FIRE HAZARDS AND PRECAUTIONS:

When at site, all fire regulations, as well as regulations under relevant Sections of the relevant Act of Government of must be observed at all times.

2.7 MACHINERY SAFETY :

Contractors and sub-Contractors working at the Project site must not remove or displace any guard, fencing or other safety equipment which is designed to protect personnel or machinery or any place where safety equipment has been provided without the written permission of the safety officer or his designated representative.

On completion of any work, any guards that had to be removed must be replaced immediately and whilst work is being carried out, machinery must not be operated. The requirement of the relevant Act must be followed:

2.8. HOUSE-KEEPING:

The House-keeping standards employed by Contractors and sub- Contractors, must be as good as the **IISER**. Care must be taken by all responsible people to ensure that the standard of house-keeping for all establishments is known and understood.

2.8.1 House keeping and hygiene go hand in hand with safe working practices. Contractors and sub-Contractors must leave work areas in a clean, tidy and safe condition at the end of each working period.

2.8.2 Special attention must be paid to potential fire hazards, trip points and equipment left in a hazardous condition.

2.8.3 Contamination of any product (by drill swarf sawdust, oil, salient, paints and materials etc.) must be avoided at all costs, and the officers of the **IISER** are empowered to stop any activity which could result in contamination.

2.9. NOISE:

Contractors and sub-Contractors working at the Project site must obtain permission from the safety officer if the processes being employed to carry out that work significantly increase the ambient noise level in that area being worked.

2.10. OVERHEAD WORKING:

No work may be carried out above the heads of people or over gangways or roads, until all precautions have been taken to ensure the safety of the persons below, and until permission is given by the safety officer. Each specific site of overhead working will require consent from the safety officer. This will be given after satisfactory inspection.

Work may be carried out in the vicinity of power cables only when permission is obtained from the safety officer and/or **IISER** Project Engineer.

Work connected with overhead safety includes the movement of long metal objects, machinery, jibs, masts, arms or other elevated parts.

2.11 WORKING AT HEIGHT:

All temporary structure, erected by Contractors or sub-Contractors for the purpose of allowing their staff to work at heights of more than 2 M. above floor level, must be constructed in accordance with the Safety Regulations laid down.

Whenever possible, ladders are to be made of wood and in good condition. Metal ladders must not be used where there is any possibility of the ladder coming into contact with an electrical conductor.

Roof working must be properly supervised.

2.12 SAFETY CLOTHES AND EQUIPMENT:

This will be supplied by Contractors and sub-Contractors who are working on sites and must be adequate for the well being of their staff engaged in the type of work contracted for.

The equipment and its use must comply with the regulations and codes of practice as laid down that apply to the conditions of work being undertaken.

Contractors and sub-Contractors will be responsible for the use of any tools and equipment that is supplied by them, or their staff to the exclusion of all responsibility of the **IISER**. Tools will be maintained to the highest standard of safety. Whilst in the possession of such tools, the person so using said tools is responsible for the continued maintenance of safety standards.

It is the individual's responsibility to ensure that the tools he works with are suitable for the job and in a safe condition prior to work commencement. All necessary tools and equipment to complete a contract should be supplied by the Contractor. Due provision must be made during contract preparation.

2.13 PLANT SERVICES:

Before using plant services such as electricity, permission to do so must be obtained from the appropriate authority, **IISER** Project Engineer or Safety Officer.

2.14 SUPERVISION:

Contractors working at the Project site must ensure that their staffs are adequately supervised.

2.15 WARNING SIGNS AND NOTICES:

Suitable warning signs are to be displayed warning of potential hazards.

1.16 The ACMV Contractor shall at his own expense arrange for complying with all the occupational safety, health and welfare legislations of Government including the Electrical code and the Occupational Safety, Health and Welfare Act.

SECTION – 3

TOOLS

3.1 ELECTRICALLY DRIVEN PORTABLE TOOLS:

Permission is to be obtained from the nominated person before any Contractor or sub-Contractor's electrical hand tools can be connected to the electricity supply.

Connection must be by 3-core and 3-pin plugs and sockets, except when tools are double insulated on a 2-wire supply. Where the supply is 3-phase, 4-core cable and 4-pin plugs and sockets with earth connections must be used.

Make-shift connections are prohibited.

The use of extension cables is discouraged, but sometimes necessary.

Portable electric lamps must be the 'Gripper' type with caged wire protection for the bulk and precautions as laid down under relevant section of the relevant Act of Government must be observed.

In all cases, with the exception of double insulated tools, the metal work of the tools must be effectively earthed; also any flexible metallic cable coverings must be earthed.

3.2 COMPRESSED AIR TOOLS

Contractors and sub-Contractors must obtain permission to use any compressed air supply at the Project site.

Contractors and sub-Contractors must also provide suitable noise suppression for pneumatic hammers, drills etc.

3.3 PERCUSSION CARTRIDGE TOOLS

Permission to use percussion tools must be obtained from the designated safety representative prior to the use of these tools.

Also when using percussion tools, it is the individual's duty to ensure that the charges used in said tools are correct. These tools are to be handled as dangerous weapons, never leave tools unattended, never leave tools charged or store charged, never point tools at personnel, always lock up when finished both tool and charges.

3.4 HOISTING AND LIFTING:

Permission must be obtained prior to the use of Plant and equipment, from the IISER Project Engineer or other nominated responsible person.

Equipment must be adequate for the purpose required and anchorage approved by the site safety officer.

All equipment so used must have been examined by a competent person, and where necessary a certificate obtained in accordance with relevant sections of the relevant Act of Government.

No object is to be left unattended whilst using lifting equipment.

3.5 MOVEMENT OF PLANT AND MACHINERY

Permission must be obtained prior to the movement of construction materials, plant or equipment in and around Project site.

3.6 POWERED INDUSTRIAL TRUCKS

Permission must be obtained prior to the use of lift-trucks by Contractors or sub-Contractors at the Project site.

Trucks must only be driven by competent licensed personnel, and must comply with statutory regulations.

SECTION – 4

CONTRACTORS AND SUB-CONTRACTORS GUIDELINES

1. Safe working practices must be observed at all times.
2. It is the responsibility of the Contractors and sub-Contractors staff to use appropriate personal protection. It is the Contractors and sub-Contractors obligation to supply necessary protective equipment and clothing.
3. Certain areas are designated hazardous (eg. noisy areas) and warning signs must be obeyed.
4. Where the Contractors and sub-Contractors work presents a potential hazard, appropriate notices must be supplied and displayed, and the area made secure as far as is reasonably possible.
5. The **IISER** will not provide tools, materials, lifting or access equipment, fixings or raw materials, unless by previous arrangement.
6. Any equipment brought to site by Contractors and sub-Contractors must not be used by untrained persons, and attention is drawn to the indemnity clause of the **IISER** orders, which states that the Contractor is liable for any consequent damage or loss to people, equipment or buildings.
7. All welding, burning and grinding operations which could potentially cause fire must be reported to security.
8. No alcohol is permitted at site, and anyone deemed to be under the influence of alcohol will be required to leave the site.
9. Vehicle parking will be in designated areas only.
10. No smoking is allowed in work areas.
11. No food is to be consumed or left in work areas.
12. Warning signs and speed restrictions must be observed.
13. Place of work to be left in a tidy and safe condition at the end of each work period.
14. Care to be taken against contamination of any product of paint, oil, etc.
15. All injuries must be reported to the authorities as per law applicable.
16. A health and safety officer shall be employed on such conditions as circumstances require.

The above has been received and read by Contractor / Sub- Contractor, we agree to comply with these Rules (See foot-note)

Contractors

Company.....

Date

NOTE :

The Contractor will ensure that sub-Contractor receive and sign a copy of these Rules.

MODEL RULES FOR THE PROTECTION OF HEALTH AND SANITARY ARRANGEMENTS FOR WORKERS EMPLOYED BY CONTRACTORS

FIRST-AID-FACILITIES

At every work place there shall be provided and maintained, so as to be easily accessible during working hours, first-aid boxes at the rate of not less than one box for 150 labourers or part thereof ordinary employed.

The first-aid box shall be distinctly marked with a red cross on white back ground and shall contain the following equipment, :-

1.02.01 For work places in which the number of labour employed does not exceed 50, each first-aid box shall contain the following equipment:-

- 6 small sterilized dressings
- 3 medium size sterilised dressings
- 3 large size sterilised dressings
- 3 large size sterilised burn dressings
- 1 (30 ml.) bottle containing a two per cent alcoholic solution of iodine.
- 1 (30 ml.) bottle containing salvolatile having the dose and mode of administration indicated on the label.
- 1 snakebite lancet
- 1 (30 gms.) bottle of potassium permanganate crystals
- 1 pair scissors
- 1 copy of the first-aid leaflet issued by the Director General, Factory Advice Service and Labour Institutes, Government of India.
- 1 bottle containing 100 tablets (each of 5 gms.) of aspirin.
- Ointment for burns
- A bottle of suitable surgical antiseptic solution

1.02.02 For work places in which the number of labour exceed 50. Each first-aid box shall contain the following equipment.

- 12 small sterilised dressings
- 6 medium size sterlised dressings
- 6 large size sterilised dressings
- 6 large size sterilised burn dressings
- 6 (15 gms.) packets sterilised cotton wool
- 1 (60 ml.) bottle containing a two per cent alcoholic solution of iodine.
- 1 (60 ml.) bottle containing salvolatile having the dose and mode of administration indicated on the label.
- 1 roll of adhesive plaster
- 1 snakebite lancet
- 1 (30 gms.) bottle of potassium permanganate crystals
- 1 pair scissors

- 1 copy of the first-aid leaflet issued by the Director General, Factory Advice Service and Labour Institutes / Government of India.
- A bottle containing 100 tablets (each of 5 gms.) of aspirin. Ointment for burns
- A bottle of suitable surgical antiseptic solution

Adequate arrangements shall be made for immediate recoupment of the equipment when necessary.

Nothing except the prescribed contents shall be kept in the First-aid box.

The first-aid box shall be kept in charge of a responsible person who shall always be readily available during the working hours of the work place.

A person in charge of the First-aid box shall be a person trained in First-aid treatment, in the work places where the number of contract labour employed is 150 or more.

In work places where the number of contract labour employed is 750 or more and hospital facilities are not available within easy distance from the works. First-aid posts shall be established and run by a trained Compounder. The Compounder shall be on duty and shall be available at all hours when the workers are at work.

Where work places are situated in places which are not towns or cities, a suitable motor transport shall be kept readily available to carry injured person or person suddenly taken ill to the nearest hospital.

2.00 DRINKING WATER

Water quality shall conform to Indian standards. Drinking: IS 10500-1991, Irrigation: IS 11624-1986

- 2.01 In every work place, there shall be provided and maintained at suitable places, easily accessible to labour, a sufficient supply of water fit for drinking.
- 2.02 Where drinking water is obtained from an intermittent public water supply, each work place shall be provided with storage where such drinking water shall be stored.
- 2.03 Every water supply or storage shall be at a distance of not less than 50 feet from any latrine drain or other source of pollution. Where water has to be drawn from an existing well which is within such proximity of latrine, drain or any other source of pollution, the well shall be properly chlorinated before water is drawn from it for drinking. All such wells shall be entirely closed in and be provided with a trap door which shall be dust and waterproof.
- 2.04 A reliable pump shall be fitted to each covered well, the trap door shall be kept locked and opened only for cleaning or inspection which shall be done at least once a month.

3.0 WASHING FACILITIES

- 3.01 In every work place adequate and suitable facilities for washing shall be provided and maintained for the use of labour employed and supervisory staff separately therein.

- 3.02 Separate and adequate cleaning facilities shall be provided for the use of male and female labourers and supervisory staff.
- 3.03 Such facilities shall be conveniently accessible and shall be kept in clean and hygienic condition.

4.0 LATRINE AND URINALS

This facility shall Compliance with NBC norms based on population of workers at site on construction safety for ensuring safety during

- 4.01.01 Latrines shall be provided in every work place on the following scale namely:-
- 4.01.02 Where females are employed there shall be at least one latrine for every 25 females.
- 4.01.03 Where males are employed, there shall be atleast one latrine for every 25 males.
- Provided that where the number of males or females exceeds 100, it shall be sufficient if there is one latrine for 25 males or females as the case may be upto the first 100, and one for every 50 thereafter.
- 4.02 Every latrine shall be under cover and so partitioned off as to secure privacy, and shall have a proper door and fastenings.
- 4.03 Construction of latrines: the inside walls shall be constructed of masonry or some suitable heat-resisting nonabsorbent materials and shall be cement washed inside and outside. Standard sanitary fixtures & fittings shall be provided.
- 4.04 Where workers of both sexes are employed, there shall be displayed outside each block of latrine and urinal, a notice in the language understood by the majority of the workers "For Men only" or "For Women only" as the case may be.
- 4.04.01 The notice shall also bear the figure of a man or of a woman, as the case may be.
- 4.05 There shall be atleast one urinal for male workers up to 50 and one for female workers upto fifty employed at a time, provided where the number of male or female workmen, as the case may be exceeds 500, it shall be sufficient if there is one urinal for every 50 males or females upto the first 500 and one for every 100 or part thereafter.
- 4.06.a The latrine and urinals shall be adequately lighted and shall be maintained in a clean and sanitary condition at all times.
- b Latrine and urinals other than those connected with a flush sewage system shall comply with the requirements of the Public Health Authorities.
- 4.07 Water shall be provided by means of tap or otherwise so as to be conveniently accessible in or near the latrine and urinals.
- 4.08 Disposal of excreta shall be arranged either by connection to a municipal sewer with permission from the local sanitary authority, or by providing connection to a covered soak pit.

- 4.09 The contractor shall at his own expense, carry out all instructions issued to him by the **IISER** to effect proper disposal of night soil and other conservancy work in respect of the contractor's workmen or employees on the site. The contractor shall be responsible for payment of any charges which may be levied by Statutory Authority for execution of such on his behalf.

PROVISION OF SHELTER DURING REST

At every place there shall be provided, free of cost, four suitable sheds, two for males and the other two for rest separately for the use of men and women labour. The height of each shelter shall not be less than 3 metres from the floor level to the lowest part of the roof. These shall be kept clean and the space provided shall be on the basis of 0.6 sq.m per head.

Provided that the **IISER**/ Architects may permit subject to his satisfaction, a portion of the building under construction or other alternative accommodation to be used for the purpose.

CRECHES

At every work place, at which 20 or more women worker are ordinarily employed; there shall be provided two rooms of reasonable dimensions for the use of their children under at the age of six years. One room shall be used as a play room for the children and the other as their bedroom. The rooms shall be constructed with painted masonry walls with light weight roofing.

The rooms shall be provided with suitable and sufficient openings for light and ventilation. There shall be adequate provision of sweepers to keep the places clean.

The contractor shall supply adequate number of toys and games in the play room.

The contractor shall provide one ayah to look after the children in the crèche when the number of women workers does not exceed 50 and two when the number of women workers exceeds 50.

The use of the rooms earmarked as crèches shall be restricted to children, their attendants and mothers of the children.

CANTEENS

In every work place where the work regarding the employment of labour is likely to continue for six months and where in contract labour numbering one hundred or more is ordinarily employed, an adequate canteen shall be provided by the contractor for the use of such labour.

The canteen shall be maintained by the contractor in an efficient manner.

The canteen shall consist of at least a dining hall, kitchen, and pantry and washing places separately for workers and utensils.

The canteen shall be sufficiently lighted at all times when any person has access to it.

The floor shall be made of smooth and impervious materials and inside walls shall be lime-washed or colour washed.

The premises of the canteen shall be maintained in a clean and sanitary condition.

Waste water shall be carried away in suitable covered drains and shall not be allowed to accumulate so as to cause a nuisance.

Suitable arrangements shall be made for the collection and disposal of garbage.

The floor area of the dining hall shall be suitably provided with furniture.

Sufficient tables, stools, chair or benches shall be available for the number of diners to be accommodated.

There shall be provided and maintained sufficient utensils crockery, furniture and any other equipment's necessary for the efficient running of the canteen.

The furniture utensils and other equipment shall be maintained in a clean and hygienic condition.

Suitable clean clothes for the employees serving in the canteen shall be provided and maintained.

A service counter, if provided, shall have top of smooth and impervious material.

Suitable facilities including an adequate supply of hot water shall be provided for the cleaning of utensils and equipment.

The food stuffs and other items to be served in the canteen shall be in conformity with the normal habits of the contract labour.

The charges for food stuffs, beverages and any other items served in the canteen shall be based on 'No Profit, No Loss' and shall be conspicuously displayed in the canteen.

In arriving at the price of foodstuffs, and other article served in the canteen, the following items shall not be taken into consideration as expenditure namely:-

The depreciation and maintenance charges for the building and equipment provided for the canteen.

The cost of purchase, repairs and replacement of equipment including furniture, crockery, cutlery and utensils.

The water charges and other charges incurred for lighting and ventilation.

The interest and amounts spent on the provision and maintenance of equipment provided for the canteen.

8.0 Minimum Safety Requirements (To be made a part of Tender conditions and BOQ of works related package to address the inclusion of PPE, Scaffold, Electrical safety measures, House keeping as a minimum)

Prior to commencing work on Site, the Contractor must make himself aware of all the requirements for the Works and the Site relating to Environment, Health & Safety (EH&S) matters including all relevant legislation and standard codes of practice.

Contractor shall comply with all the EH&S Requirements listed below which shall be deemed a fundamental condition of this Contract.

Contractor must comply in full with all applicable Health & Safety (H&S) local and national legislation. (e.g. Labour Licence, Insurance Policy under Workmen Compensation Act, etc.)

In circumstances where there is a conflict between local or national legislation and these Minimum Safety Requirements (MSR), the higher (more protective) requirement shall prevail.

Guardrails are to be provided at all working places and other locations where persons or materials could fall more than 2.0m / 6'6". Where this can physically not be achieved, suitable and sufficient fall protection devices that do not rely on individuals should be provided and used to establish a safe place of work. (Examples include Safety Nets closely installed under height works, Stretched wire ropes installed to hook up safety harnesses while workers move from one location to another at height, Use of full body safety harnesses with double lanyards etc.)



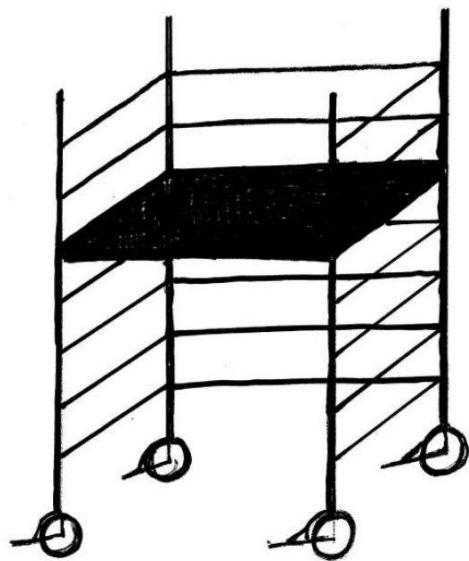
Full body harness with double lanyard



Proper Access to workplatform

All persons working on suspended scaffolds/cradles/gondolas must wear and use appropriate fall prevention equipment so as to protect them effectively at all times when they are at risk from any failure of any part of the scaffold/cradle/gondola, including its suspension system.

Free-standing scaffold towers used externally must not be higher to the top platform level than three times the minimum base dimension, unless secured to a permanent structure. For internal use only, the height to platform may rise to 3.5 times the minimum base dimension. Wheels must be locked when towers are in use. No person is permitted to remain on a tower platform while a tower is being moved.



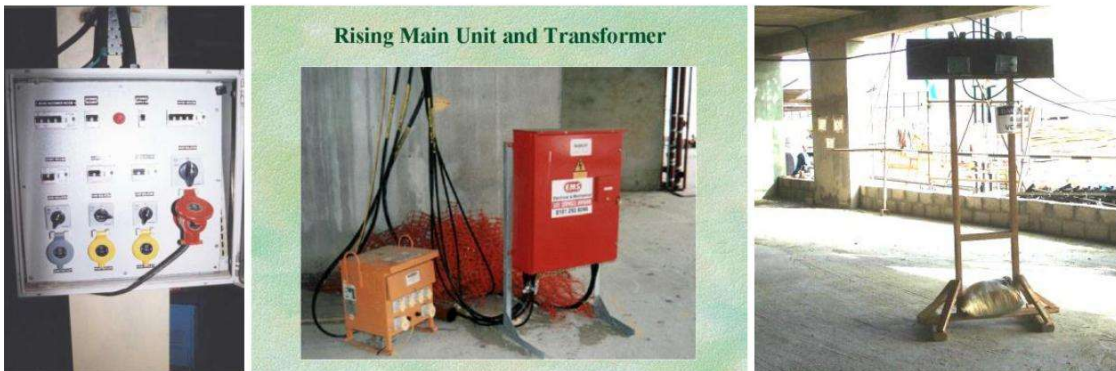
Mobile Scaffolds

Holes, shafts and edges from or through which persons could fall a distance of more than 2 metre /6ft 6in must be clearly marked with signage or other means **and** be adequately protected by covers or barriers so as to prevent falls of persons and materials.



Holes, Shafts, Floor Penetrations

All temporary electrical circuits must include a Residual Current Device, Earth Leakage Circuit Breaker or Ground Fault Circuit Interrupter at source.



Temporary Electrical System

Powered Lifts and hoists, aerial platforms and scissors lifts must have a competent driver, certified by a qualified third party. Additionally, the above items must be certified as safe to use by a local government approved third party.

Adequate lighting must be provided to enable safe access to and egress from every place on a site where persons are liable to work, this is in addition to task lighting.

Induction/Orientation

All workers shall receive site-specific safety induction/orientation, before they are involved in any activity at site. They must be made aware of site safety rules, provisions of first aid and welfare facilities such as drinking water, washing place, toilets, rest rooms, etc.

Task related Safety Instruction

Contractor shall ensure all workers shall receive at least one specific task-related training/skilling session per week. This may be achieved by using Toolbox talks &/or induction to Safe Work Method Statement.

Incident/Injury Reporting & Investigation

Contractor shall report and record all incidents, which have potential to cause injuries and damages and also injuries including first aid cases.

Lost Time Injury (LTI) or serious injury must be intimated immediately as soon as possible by phone. (If an injured person doesn't likely to report to work in his next following shift, it is to be recorded as Lost Time Injury)

Job Safety Analysis & Safe Work Method Statement

Contractor must produce detailed Job Safety Analysis / Safe method of work for approval and use only approved work methods only. No work shall start without approved Job Safety Analysis / Safe Work Method Statement. All workers and supervisors must be inducted to Job Safety Analysis / Safe method of work.

(iii) Oxygen / Acetylene / Fuel Gases/ Compressed or Liquefied Gases

- (a) All gas cylinders shall be stored, transported and handled as per the requirements of Gas Cylinder Rules, 1981

**Indian Standard Safety Codes to be followed by the CONTRACTOR
during execution of work**

S.No	IS No	Part No./Year	Description
1.	IS 3696	1 - 1987	Safety code for scaffold and ladders
2.	IS 3996	2 - 1991	Safety code for ladders
3.	IS 4014	2 - 1967	Code of practice for steel tubular scaffolding
4.	IS 4081	1986	Safety code for blasting and related drilling operations
5.	IS 4082	1977	Recommendation on stacking and storage materials at site (1st Revision)
6.	IS 4130	1991	Safety code for demolition of buildings 2nd revision
7.	IS 4138	1977	Safety code for working in compressed air
8.	IS 4756	1978	Safety code for funneling work
9.	IS 4912	1978	Safety requirements for floor and wall openings, railing and toe boards
10.	IS 5121	1990	Safety code for piling and other deep foundations
11.	IS 5916	1990	Safety code for constructions involving use of hot bituminous material
12.	IS 7272	1974	Recommendation for labour output constants for building work
13.	IS 7293	1987	Safety code for working with construction machinery
14.	IS 7969	1975	Safety code for handling and storage of building materials with amendment No.1
15.	IS 8989	1978	Safety code for erection of concrete framed structures

S.No	IS No	Part No./Year	Description
16.	IS 10067	1982	Material constants in building works
17.	IS 1029	1990	Safety code for dress divers in civil engineering works
18.	IS 10302	1995	Unified nomenclature of workmen for civil engineering
19.	IS 13415	1992	Protective barriers in and around buildings - code of safety
20.	IS 13416	1 - 1992	Preventive measures against hazards at work places - recommendations falling materials hazards prevention
21.	IS 13416	2 - 1992	Preventive measures against hazards at work places - recommendations fall prevention
22.	IS 13416	3 - 1994	Preventive measures against hazards at work places - recommendations disposal of debris
23.	IS 13416	4 - 1994	Preventive measures against hazards at work places - recommendations timber structures
24.	IS 13416	5 - 1994	Preventive measures against hazards at work places - recommendations fire protection
25.	IS 13430	1992	Safety during additional construction and alteration to existing buildings - Code of practice.



INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) PUNE

VOLUME III – FINANCIAL BID (BOQ)

कार्य का नाम- आईआईएसईआर पुणे में बाहरी साइनेज प्रदान करना और लगाना।।

NAME OF WORK- PROVIDING AND FIXING EXTERNAL SIGNAGE AT IISER PUNE.

NIT No. : 23/IISER/PUNE/2025-26

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