

## ENQUIRY

All Communications to be addressed to The Director IISER PUNE for the attention of INCHARGE S & P FOR DIRECTOR	
Tender Enquiry No:	IISER/PUR/1720/25
Date	29/12/2025

Sir/Madam,

**Subject: REQUEST FOR QUOTATION DUE DATE: 07/01/2026**

Please send your Principal quotation in a sealed cover for the following Mice with complete specifications and literature showing delivery period, on or before the due date to reach this office. In case of difficulty please contact us at [purchase@iiserpune.ac.in](mailto:purchase@iiserpune.ac.in)

S.No:	Description of Material	Quantity
1.	<b>Mice</b> (As per attached details)	12
<b>Note: 2 Purchase orders should be attached (preferably from the Govt. organizations) for whom similar supply has been made by the bidder in last three years else, your bid shall not be evaluated further.</b>		
	1. Quotation received after due date will not be considered at all 2. Our Enquiry No, date and DUE date as above must be subscribed on the sealed envelope containing your quotation. 3. We do not accept the advance payment terms or through bank against documents.	Sd/- <b>Sr. Assistant Registrar (S&amp;P)</b>

## Details of MICE

JAX Strain #	RRID	Name	Comments
32536	IMSR_JAX:032536	B6.129P2- <i>Avi</i> <sup>tm2(cre)</sup> <i>Fawa</i> /J	DRG Cre
5965	IMSR_JAX:005965	STOCK Tg(Pomc1- <i>cre</i> )16Lowl/J	Pomc-Cre
20288	IMSR_JAX:020288	B6.129S- <i>Sptbn1</i> <sup>tm1.1Mnr</sup> /J	<i>loxP</i> sites flanking exon 3 of $\beta$ II-spectrin

**TERMS AND CONDITIONS FOR ENQUIRY:**

1. Quotation should be SEALED and mention the ENQUIRY NO: DATE and DUE DATE on the envelope.
2. The quotations will be accepted only up to 3.00 p.m. The quotations will be opened in the presence of the representatives, if any, of the quoting firm at 3.30 p.m. on same day of the due date.
3. Your offer should be valid for a period of 180 days from the date of opening of the quotations/tenders
4. OEM Authorization should be submitted with the bid.
5. Break up of individuals cost of mice should be provided.
6. Your rate should include packaging and forwarding charges. In case of quotation F.O.R. destination Insurance should also be covered. The Mice should be insured in your favor against theft, loss, damage or breakage during transit.
7. We are prepared to consider the offer for the mice, either from indigenous manufacturer or of foreign manufacturer or available from ready stock. Any offer to supply on forward Delivery Basis under supplier's own import quota license will also be considered.
8. **Delivery Period / Timeliness**  
The deliveries must be completed **within 120 days**, after placement of purchase order/after opening of LC. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet these expectations, as are tightly linked to IISER, PUNE's plans of completing the project within the time frame.
9. **Penalty for delayed Services / LD**
  - 9.1. As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to. Otherwise the IISER will forfeit SD and also LD clause will be applicable /enforced.
  - 9.2. **If the supplier fails to Supply, install as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 0.5% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.**
  - 9.3. IISER, PUNE reserves the right to cancel the order in case the delay is more than 10 weeks. Penalties, if any, will be deducted from the Security Deposit.
10. **The price criteria should be on F.O.R., IISER PUNE. Govt. Levies like GST, if any, shall be paid at actual rates applicable on the date of delivery. Rates should be quoted accordingly giving the basic price, GST, if any.**
11. The Quotation should have the following (In case the quote is in foreign currency):
  - **FOB Airport price including packing forwarding and inland freight charges**
  - **CIF Mumbai price by Airfreight.**
  - Name & address of the Indian agents and their contact details.
  - Amount of agency commission payable to Indian agent in Indian currency after receipt of consignments in good condition at our stores and in case of mice, after satisfactory installation & commissioning. Indian Foreign Exchange and Regulations act requires that commission to Indian agency, discount etc if any indicated separately.
  - Indicate names of reputed Indian organizations where you have supplied similar mice and may attach satisfactory performance report of mice from users.
  - Prices eventually or finally paid in case you have supplied similar or identical mice to other IISER institutes in the preceding 3 years
  - All Bank charges outside India shall be borne by the beneficiary
  - Details of services to be rendered by you.
  - Delivery period

**12. Security Deposit:**

12.1 **After the award of contract, the vendor shall furnish a Security Deposit amounting to 5% of the purchase order value in the form of Demand Draft/Bank Guarantee (from scheduled Bank only) favoring the Director, Indian Institute of Science Education and Research, Pune.**

12.2 The IISER will forfeit the 5% security deposit if vendor fails to execute the order as per the Purchase Order. This Security Deposit will be refunded to the vendor only on successful delivery of the MICE .

12.3 The Security Deposit should be valid for a period of Six Months/Delivery period as we plan to extend the same as Performance Bank Guarantee. Any future change in the rate of performance security will be considered as per government norms.

**13. We do not accept advance payment terms or payment against documents. See below details of accepted payment terms.**

**Modes of Payment**

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

**A) IMPORT**

Letter of Credit will be established for 100% order value excluding the Agency Commission due to the Indian Agents, 90% payment shall be made by a, against the presentation of original Shipping documents. Balance 10% will be released after completion of satisfactory installation, commissioning, demonstration of the whole system, after imparting training and upon receipt of Bank Guarantee for 5% of total Order value towards performance security to be valid for till warranty period from the date of installation.

**OR**

By Wire Transfer for 100% of the Purchase Order value on receipt of mice and completion of satisfactory installation, commissioning, demonstration of the whole system, after imparting training and on submission of 10% Security Deposit/PBG valid till one year after placement order.

**The payment of local currency portion shall be payable in Indian Rupees, within 30 days after the receipt of the mice in good condition and after satisfactory installation and commissioning and demonstration.**

The Agency Commission to the Indian Agent will be paid in INR only after successful installation, commissioning and satisfactory demonstration and acceptance of the mice ordered for by the end user

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

Mice	Specification asked	Specification Quoted for	Departure and remarks

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

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

**16. Fall clause:**

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

**17. Purchase orders (preferably from the Govt. organizations) for whom similar supply has been made by the bidder in last three years else, your bid shall not be evaluated further.**

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

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

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

**PRICE REASONABILITY CERTIFICATE**

(To be typed and submitted in the Letter Head of the Entity/Firm)

To,

The Director

Indian Institute of Science Education and Research Pune

Dr.Homi Bhabha Road, Pashan

Pune-411008

**Ref:** Tender No: ..... Title: .....

With reference to the submission of our bid against the above-mentioned tender, I/We hereby certify that:

1. The rates quoted are exclusively for academic/research institutions and do not exceed prices charged to other Government Organizations / PSUs / Autonomous Bodies / IISERs / IITs / NITs / IIITs or any other Centrally Funded Technical Institutions (CFTIs) for same/similar supplies made in the last 3 years.

2. I/We hereby confirm to have offered maximum possible discount, and had also ensured that the quoted prices are competitive, fair and reasonable in line with the prevailing market rates or industry standards.

3. I/We hereby certify that we have not indulged in any price manipulation or cartelization in this bidding process.

4. I/We undertake that if it is found at any stage that the same/similar mice(s) were supplied by us to any other Government Organizations / PSUs / Autonomous Bodies / IISERs / IITs / NITs / IIITs or any other CFTIs at a lower price, IISER Pune at its sole discretion, may invoke remedial measure(s): either any one of the below or any combination thereof:

- i. Demand refunds for the price difference.
- ii. Cancel the current purchase order.
- iii. Debar us from participating in future tenders.
- iv. Initiate legal action for any discrepancies.

For [Bidder's Name]

**Authorized Signatory,**

**Name & Designation:**

**Contact Information:**

**Company Seal:**