



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान, पुणे
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH PUNE

(An Autonomous Institution, Ministry of Human Resource Development, Govt. of India)

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No: 54(2) /IISER/Pune/21-22/ 158

Dated 17/ 06 / 2021

NOTICE INVITING QUOTATION

Indian Institute of Science Education and Research, Pune Reinvites online quotations on behalf of Director IISER Pune for below mentioned work from agencies, found eligible as per the minimum requirements defined in clause 1 & 2 of NIQ for the work mentioned below:

Name of work & Location: Annual Non comprehensive maintenance contract for UPS at various location, IISER Pune 2021-22. Make Novature Electrical and Digital system Pvt ltd.

Last date and Time for Submission : 24 June 2021, 15:00PM

Date and Time of Quotation Opening: 24 June 2021, 15:30PM

ELIGIBILITY CRITERIA (Technical Qualification)

Clause 1.

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

The applicant should be registered (**ANY ONE**) with CPWD in western region, Maharashtra State PWD, MES, Railways in appropriate category for electrical works.

OR

The applicant should be well establish and reputed contractor in field of supply, installation, testing and commissioning, Maintenance of UPS and having five years similar work experience and OEM, authorized service provider. The authorization registration/Certificate should be valid till the last date of receipt of tender.

Applicant should submit attested or notarized copies of experience for work completed within last 3 years from client department with copy of work order along with quotation. Bidders not meeting minimum eligibility criteria shall summarily be rejected.

Clause 2.

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

2.2 Authorization certificates from OEM. (Refer FORM G)



Terms and Conditions:

1. The time allowed for carrying out the work will be **12 (Twelve) months** from the date of issue of work order.
2. The act of backing-out after quotation will debar such agencies for participating in future quotations of IISER PUNE. Bidder may e-mail queries on maintenance@iiserpune.ac.in or submit to IISER PUNE office in hard copy on all working days before a day of submission date of quotation. Rates quoted in words shall be treated as final for deciding L1 bidders.
3. Quotation can be obtained from IISER PUNE Engineering office at Main Building between **10 AM to 4 PM** on all working days before date of submission. Applicant may quote by downloading quotation document from IISER PUNE website www.iiserpune.ac.in
4. All agencies need to submit their quotation in hard copy in a sealed envelope containing two separate envelope, one envelope containing qualification documents mention in Clause 1 & 2 and second envelope containing sign, Stamp, NIQ documents with quoted rates to this office by suitable means on and before **24 /06/2021, 3:00PM**. Quotation received after the date & time specified above shall not be accepted. Any delays, postal delay etc. will not be entertained. Agency should quote for all the items in the BOQ. The bid shall be submitted in the original Bid document (as issued by the IISER, Pune) super scribing the name of work. Rates quoted in the words shall be treated as final for deciding L1 bidder. Quotations will be opened on the same day (**24/06/2021**) at **3.30 PM** in the presence of agency or their authorized representatives, if any. Please mentioned – **Technical /Qualification bid** on envelope-1 and **Financial Bid** on envelope - 2.
5. Commercial bid/Financial bid envelop of technically qualified bidder shall be opened accordingly intimation to technically qualified bidder. The offer of the agency should be commercially clear including acceptance of all terms and conditions of this Quotation by the agency. IISER Pune reserves the right to accept or reject the quotation/s without assigning any reasons. Quotations submitted with any conditions shall be treated as 'Conditional Quotation' and shall be summarily be rejected by IISER PUNE.
6. Quoted rates should be inclusive of cost of all the materials, labour cost , GST , all taxes, octroi, duties, cost of sample and fees towards testing of materials in labs, royalties etc. complete. Nothing extra shall be paid separately.
7. All approved makes shall be as per list attached with this and as per CPWD and manufactures specifications. (OEM) Agency should put-up technical data and obtain prior approval on makes of various materials of IISER PUNE before taking-up work.
8. The successful agency shall make his own arrangement for all Tools & tackles for work etc complete in view of completion of work. Electricity shall be provided free of cost to agency at one source, agency should make own arrangement to safely tap of power from source to work location.
9. No advance payment shall be made by IISER Pune. Quoted rates should be including GST, TDS and other applicable taxes and cess will be deducted from the bills of the work as applicable.



10. No running account bill shall be paid for the work till the applicable labor licenses, registration with EPFO, ESIC and BCOW welfare board, whatever applicable is submitted by the contractor to the Engineer-in-charge. Payment shall be done after satisfactory completion of work in each quarter on quarterly basis only.
11. Specification for the work to be carried out as per BOQ, latest CPWD specification, IS specifications, manufactured specification & as per instruction of IISER PUNE whenever specification CPWD/ IS specification are not available.
12. The contractor shall ensure that minimum wages should be paid to the labours and employees in accordance with labour laws.
13. L1 Agency to submit actual measurements and abstract sheet to IISER PUNE within 30 days from completion of work.
14. The Eligibility cum Technical bid shall be opened first at **3:30 pm on 24/06/2021**. The Financial bid shall be opened of those bidders who qualify in the eligibility of Technical bid. The time and date of opening of financial bid of the eligible bidder shall be communicated at a later date. The institute shall not accept any loss or delay in transit as an excuse for late tendering.


Executive Engineer,
IISER Pune

Encl: - 1. Schedule of Quantity
2. Scope of Work



Sign & stamp of Agency

FORM 'C'

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

S. No.	Name of work/ project and location	Owner or Sponsoring Organization	Cost of work in lakh of Rupees	Date of commencement As per contract	Stipulated date of completion	Actual date of completion	Litigation /arbitration cases pending /in progress with details	Name and address /telephone number of officer to whom reference may be made	Remarks

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

SIGNATURE OF BIDDER(S)



FORM D

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

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

DATED:

Executive Engineer or Equivalent



CERTIFICATE FOR ASSOCIATING OEM

(Not required in case of bidder is OEM)

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

This is certified that we have engaged / we are M/s.....
as OEM/Authorized Dealer/Service Provider of the: **Novature Electrical and digital system pvt ltd**

(i) Name of contractor

(ii) Address

(iii) Name of OEM

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

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

CONSENT LETTER

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

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

Certify that the above particulars pertaining to me are correct.



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

Scope of Work:

This maintenance contract covers UPS of M/s Novature Electrical and digital system pvt ltd.

1. Trained service personnel will visit the installation sites for periodic preventive maintenance check-up of the UPS systems once in Three months.
2. Apart from the periodic preventive maintenance visit, all breakdown calls on the systems covered under AMC and reported to the respective service centre from IISER Pune will be attended too. All breakdown or preventive maintenance call should be attended within four hours from registration of call to service centre or respective service in charge.
3. Replacement of any part should be identical in specifications, make and model. No any deviation will be acceptable in specifications, make and model of spares replaced by the agency.
4. All breakdowns should be attended and rectified in four hours after received calls from IISER Pune. Tools, safety tools, special purpose tools, measuring instruments and labour required will be scope of agency and borne by the agency. IISER Pune will provide spare parts for replacement with faulty one.
5. During the preventive maintenance check-ups, the system will be cleaned and general performance will be checked by the agency.
6. Cost of all spares that are replaced in the UPS during AMC period will not be covered under non comprehensive annual maintenance contract.
7. Any internal fault of UPS or issue with safety should be attended by the agency within stipulated time period.
8. In case of any damages to the load due to malfunctioning of UPS systems, agency will be responsible for any damages and repair of UPS and load will be borne by the agency. Decision of Engineer in charge, IISER Pune will be final for any recovery or enforcing penalties to agency.
9. The rates quoted by the agency is for the services 24x7 coverage including all holidays, national holidays and night hours etc. No additional cost / charges will be paid separately for overtime, holiday work etc.
10. Agency may visit the site for quoting rates for the non-Comprehensive AMC of said UPS system.
11. After completion of AMC duration, IISER Pune reserved rights to extend the AMC without any deviation in rates and terms & condition of contract for up to One year.
12. Duration of comprehensive maintenance contract will be Three (3) year.



- 13.No advance payment will be done in any circumstances to the agency. Payment will be release after successful completion of quarter and submission of invoice along with service reports.
- 14.IISER Pune reserves rights to terminate service of any UPS from existing AMC contract with prior to one-month notice to the agency.
- 15.Escalation matrix with contact no, email IDs, name and designation etc. should be submitted by the agency at commencement of AMC.
- 16.The following services are not included in the Comprehensive maintenance contract, any repairing or replacement work done on this will be executed separately by IISER Pune but during execution of such work, technical support should be made available by the CAMC agency.
 - a. DC backup source including cables.
 - b. External cabling for input and output connections.
 - c. Extra accessories required which is not in original system, i.e communication system, parallel operation etc.
 - d. Replacement of capacitors if age of the same exceeds more than five years.
 - e. Dismantling, transportation, loading, unloading, erection and reinstallation of the UPS and its battery.
 - f. Replacement of magnetic devices, if the age of the same exceeds more than seven years.
 - g. AMC does not cover any repair or replacement necessitated by loss or damage due to flood, earthquake, fire misuse, accident natural calamities.
 - h. All type of spare parts of UPS.
- 17.Any minor work related with UPS to keep in its healthy condition will be scope of agency.
- 18.In case of modular UPS, faulty module should be replaced with new identical one having same specifications, make and model. Agency will not have permission to repair module on local basis.
- 19.Before replacement of defective parts of UPS, approval should be taken from IISER Pune for specifications, make and model.
- 20.Brief scope of work –
 - a. To maintain UPS efficiently by scheduled and breakdown visits.
 - b. To monitor & reduce breakdown of UPS with close supervision and preventive maintenance as per OEM checklist provided in maintenance manual of UPS.
 - c. To attend emergency breakdown calls on priority within 4 hours with workable solution.



- d. Replacement of spare parts (excluding DC capacitors, batteries, magnetic), spare parts will be provided by IISER Pune. Defective parts will be property of IISER Pune.
- e. Correction / repairing of minor faults to avoid major breakdown.
- f. Carrying out proactive service of UPS in least downtime.
- g. Conducting training of maintenance staff for preventive maintenance and operation, once in year.
- h. To monitor & reduce breakdown by close supervision & preventive maintenance as per OEM checklist provide in maintenance manual.



BOQ (Bill Of Quantity)

Name of work : Annual non comprehensive maintenance contract for UPS at various location at IISER Pune 2021-22
(Make Novatuer Electrical & Digital Systems Pvt Ltd),

SLNO	Location	KVA	SL.NO	QTY	Rate per Annum (In words and figure)	Amount
1	Mendeleev block , UPS room	90	IV110303533	1		
2	LHC , UPS room	90	IV130100535	1		
3	G 1 , UPS room	90	IV130100537	1		
	Total					

Sign and stamp of agency


Executive Engineer
IISER Pune



