



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/20-21/126

Dated 25/ 11 / 2020

**NOTICE INVITING QUOTATION**

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

**Name of work & Location: Annual maintenance contract for 30KVA & 10 KVA UPS 2 nos. at X ray lab at main building, IISER Pune 2020-2021**

**Last date and Time for Submission: 11 December 2020, 15:00PM**

**Date and Time of Quotation Opening: 11 December 2020, 15:30PM**

**ELIGIBILITY CRITERIA.**

**Clause 1.**

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

Joint ventures are not accepted

A) 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.

B) Agency should have experience of having successfully completed works during the last seven years ending 20/11/ 2020.

Three similar works each costing not less than **Rs. 75000/-** 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.  
(Refer FORM C and FORM D)

**Similar work means: Supply, installation, testing, commissioning, maintenance of UPS. Minimum Capacity of individual UPS is 10 KVA.**



## **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](mailto:maintenance@iiserpune.ac.in) or submit to IISER PUNE office in hard copy on all working days before a day of submission date of quotation.
3. Quotation can be obtained from IISER PUNE Engineering office at Main Building between 10 AM to 4 PM on all working days before date of submission. Applicant may quote by downloading quotation document from IISER PUNE website [www.iiserpune.ac.in](http://www.iiserpune.ac.in)
4. All agencies need to submit their quotation in hard copy in a sealed envelope containing two separate envelope, one envelope containing qualification documents mention in Clause 1 & 2 and second envelope containing sign, Stamp, NIQ documents with quoted rates to this office by suitable means on and before **11 December 2020.15:00 PM** Quotation received after the date & time specified above shall not be accepted. Any delays, postal delay etc. will not be entertained. Agency should quote for all the items in the in the BOQ. The bid shall be submitted in the original Bid document (as issued by the IISER, Pune) super scribing the name of work. Rates quoted in the words shall be treated as final for deciding L1 bidder. . Quotations will be opened on the same day **(11/12/2020) 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 11/12/2020**. 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



15. CLAUSE- 10 CC as mentioned below is not applicable

(Clause 10CC:- Payment due to Increase / Decrease in Prices / Wages after Receipt of quotation for Works. Is not applicable.

*D. Kulkarni*

**Executive Engineer,  
IISER Pune**

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

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**

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

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

**SIGNATURE OF BIDDER(S)**



**FORM D**

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

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

**DATED:**



**Executive Engineer or Equivalent**

Form G

**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 Kirloaskar Diesel Engine DG Set:

(i) Name of contractor

(ii) Address

(iii) Name of OEM

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

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

**CONSENT LETTER**

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

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

Certify that the above particulars pertaining to me are correct.



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

## Scope of Work:

This maintenance contract covers UPS of POWER ONE SYSTEM SERVICES (P) LTD.

1. To efficiently maintain UPS by scheduled visit.
2. To monitor & reduce breakdown by close supervision & preventive maintenance as per OEM checklist provide in maintenance manual.
3. To carry out proactive service of UPS in least downtime
4. To correct/repairs minor faults to avoid breakdowns.
5. To educate /train operating maintenance staff for preventive maintenance
6. To attend emergency breakdown calls on priority within 4-6hours to provide workable solution
7. Replacement of spare parts (excluding DC capacitors, batteries, Magnetic) which proved defective during contract period under normal condition of used is in scope of agency. Defective parts replaced shall be property of agency.
8. Any part replace by agency should be identical in view of make & model of existing and it should be recommended by OEM.

**Sign and Stamp of Agency**





Schedule of Quantity

Name of work : Annual Comprehensive Maintenance Contract for 30 KVA & 10 KVA UPS 2 nos at X ray Lab, at Main building, IISER Pune 2020 -2021

S.N.	Item discription	Qty	Rate / annum ( In Words and Figure)	Amount
1	Annual maintenance contract for 30 KVA UPS (UPS Make: Power One , Model U303R32F)	1		
2	Annual maintenance contract for 10 KVA UPS (UPS MAKE :- Power One, Model no. U303R32R & PMSI03939)	2		
	Total ( Including all, nothing extra shall be paid)			

Sign and Stamp of Agency



*A. Kulkarni*  
Executive Engineer  
IISER Pune

