



# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

## INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

Transit campus: Sree Rama Engineering College Campus, Rami Reddy Nagar, Karakambadi Road, Mangalam (B.O), Tirupati - 517 507

**Tender No: IISERT/PUR/0104/20**

**Date: 05.06.2020**

Indian Institute of Science Education and Research, Tirupati invites online bids (e-tender) in two bids systems, from OEM /Authorized dealers/ Electrical Contractors for the following.

Brief Details of Tender:

Item Description	Qty	Estimate Cost of Tender (Rs).	EMD (Rs).	Tender Fee (inclusive of all taxes) (Rs.)	Completion Schedule
Supply , Installation, testing and commissioning of UPS System of 30KVA (1No.) and 20 KVA (1No.) at IISER Tirupati Main Campus Yerpedu	As Per BOQ	Rs. 10.30 Lakh	Rs. 25,000	Rs.500.00	3 weeks (21 Days) from Date of placing order.

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <https://eprocure.gov.in/eprocure/app> or Institute website [www.iisertirupati.ac.in](http://www.iisertirupati.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.

Critical Dates of Tender

Sr.No	Particulars	Date	Time
1	Date of Online Publication/Download of Tender	05/06/2020	18:55 Hrs.
2	Bid Submission Start Date	10/06/2020	15:00Hrs.
3	Bid Submission Close Date	17/06/2020	15:00Hrs
4	Opening of Technical Bids	18/06/2020	15:30 Hrs.

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.

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**Eligibility Criteria for Bidders:**

- Manufacturers/ Authorized Dealers/ Electrical Contracting agencies experienced in UPS system works.
- Income Tax/Pan Card
- GST Registration
- The bidder has to submit the declaration as follows towards not blacklisted typed in their letter head with signature as given below.
- Proof of Experience in similar Supplies including successful Commissioning of the UPS System and servicing in warranty period.

### **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.iisertirupati.ac.in](http://www.iisertirupati.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> .

#### **REGISTRATION**

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) ) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
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.
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.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
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.
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.
8. The Institute will not be responsible for any type of technical issue regarding uploading of Tender on website.

#### **SEARCHING FOR TENDER DOCUMENTS**

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.
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. 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.

### **PREPARATION OF BIDS**

1. **Bidder should take into account any corrigendum/clarifications published on the tender document before submitting their bids.**
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.
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. 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.

### **SUBMISSION OF BIDS**

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.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Financial Bids can be submitted in .xls format (as given in the portal).
4. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
5. 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.
6. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

### **ASSISTANCE TO BIDDERS**

- i. 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.
- ii. 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.**

**Chapter 1**  
**INVITATION FOR Tender Offers**

**Indian Institute of Science Education and Research (IISER), Tirupati invites e-Tender for Supply, Installation, testing and commissioning of UPS System of 30KVA (1No.) and 20 KVA (1No.) at IISER Tirupati Main Campus, Yerpedu**

1. The Bidders are requested to give detailed tender in two Bids i.e.  
**a. Part - I: Technical Bid.**

**b. Part - II: Commercial Bid.**

2. In view of Covid-19, IISER Tirupati will not be conducting a Pre-bid conference. All prospective bidders are requested to kindly send their queries through email at [purchase@iisertirupati.ac.in](mailto:purchase@iisertirupati.ac.in) so as to reach latest by 09/06/2020. The answers / clarifications to the queries will be made available and also uploaded on our website. No queries will be entertained after the date mentioned i.e. 09/06/2020.

**TIME SCHEDULE**

Sr.No	Particulars	Date	Time
1	Date of Online Publication/Download of Tender	05/06/2020	17:00 Hrs.
2	Bid Submission Start Date	10/06/2020	15:00Hrs.
3	Bid Submission Close Date	17/06/2020	15:00Hrs
4	Opening of Technical Bids	18/06/2020	15:30 Hrs.

**3. AVAILABILITY OF TENDER:**

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app> and be submitted only through the same website.

**Technical Bid:**

1. The online envelope clearly marked as "**Technical Bid - Envelope No. 1**" shall contain the all scanned copies of originals documents in PDF Format.
  - a) Compliance statement/questionnaire of tender terms and conditions as per **Annexure-‘A’**.
  - b) Compliance statement of specifications as per **Annexure- ‘B’**.
  - c) Bid Security/EMD as per **Annexure- ‘C’**.
  - d) Manufacturer authorization as per **Annexure –‘D’**.
  - e) Previous Supply Order List Format as per **Annexure –‘E’**.
  - f) Bidder Information Form as per **Annexure –‘F’**.
  - g) Blacklist Certificate as per **Annexure –‘G’**.

h) Copy of GST/ PAN No. and TIN No. allotted by the concerned authorities. If registered with the National Small Industries Corporation, the registration number, purpose of registration and the validity period of registration and a copy of DGS&D registration wherever it is applicable should also be provided in Technical Bid.

- i) Technical literature/ leaflets and complete specifications of quoted model(s) along with commercial terms and conditions.
- j) Undertaking that the successful BIDDER agrees to give a Security deposit amounting to 5% of the purchase order value by way of Demand Draft in favor of The Director, IISER Tirupati.
- k) In case of exemption from submission of Bid security, proof of registration with NSIC/MSME.
- l) Proof of supplies of similar orders as listed in annexure E.
- m) Scanned copy of Tender Fee & EMD and it is required to submit the same in original in a sealed envelope at the following address

Superintending Engineer

Indian Institute of Science Education and Research (IISER), Tirupati

Transit campus: C/o Sree Rama Engineering College Campus, Rami Reddy Nagar  
Karakambadi Road, Mangalam (B.O), Tirupati - 517 507

**Website:** <http://www.iisertirupati.ac.in/>

## **2.TENDER FEE & EARNEST MONEY DEPOSIT DETAILS**

- a) **Tender Fee of Rs. 500/- (Rupees Five Hundred only)** in the form of Demand Draft from Nationalized/scheduled bank in favor of The Director, IISER Tirupati. The firm registered with NSIC as manufacturer for the supply of the same category of item for which the party is submitting quotation will be exempted from submission of FEE.
- b) **EMD of Rs. 25,000.00/-(Rupees Twenty Five Thousand)** in the form of Bank guarantee (As per format enclosed as ANNEXURE- 'C') or Demand Draft of a scheduled bank in the name of Director, IISER, Tirupati valid for 180 days from the date of opening of the tender or NEFT. The firm registered with NSIC/MSME as manufacturer for the supply of the same category of item for which the party is submitting quotation will be exempted from submission of EMD. Intended parties will have to give proof of registration along with their quotation. EMD of the unsuccessful bidders shall be refunded without any interest at the earliest after finalization of the purchase of concerned item. The party must therefore, submit a pre-receipted Bill in triplicate along with the quotation (in case of EMD sent in form of Bank Draft) to enable us to refund their EMD.
  - i. The BIDDER who submits the tender on behalf of their principals should produce documentary evidence in support of their authority to quote or submit Performa invoice of their principals.
  - ii. The EMD will be returned to the BIDDERS(s) whose offer is not accepted by IISER, TIRUPATI within one month from the date of the placing of the final order(s) on the selected BIDDER(s). In case of the BIDDER(s) whose offer is accepted the EMD will be returned on submission of Bank Guarantee as Performance Guarantee.

However, if the return of EMD is delayed for any reason, no interest / penalty shall be payable to the BIDDERS.

- iii. The successful BIDDER, on award of contract / order, must send the contract / order acceptance in writing, within 7 days of award of contract / order failing which the EMD will be forfeited.
- iv. The EMD shall be forfeited: In case a successful BIDDER fails to furnish the Security Deposit.

3. The technical offer **should not contain any price information.**

#### **4. Specifications:**

Specifications are basic essence of the product. It must be ensured that the offers must be strictly as per our specifications. At the same time, it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation. A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected /supported by the printed technical leaflet/literature. Therefore the model quoted invariably be highlighted in the leaflet/literature enclosed with the quotation. Non-compliance of the above shall be treated as incomplete/ambiguous and the offer can be ignored without giving an opportunity for clarification/negotiation etc. to the quoting party.

#### **5. Compliance Statements:**

- a) Bidders must furnish a Compliance Statement of each and every required Specification of our tender in the format at ANNEXURE-‘B’. The deviations, if any, from the tendered specifications should be clearly brought out in the statement. Technical literature/leaflet showing the compliance of the specification may also be attached with the quotation.
- b) Similarly, the Compliance Statement/questionnaire for Terms & Conditions of the tender may be furnished, as per the enclosed format at Annexure -‘A’, along with quotation (with techno- commercial bid in case of two bid tender system).
- c) The firms are advised to submit both the compliance statements essentially along with their quotation failing which their offer may not be considered.

#### **Envelope 2 : “Commercial Bid” shall contain:**

- i. Cost of all the items should be mentioned clearly and individually in the Commercial Offer (Part-II) only.
- ii. The BIDDERS are requested to quote for Educational Institutional Price for Equipment and software, since we are eligible for the same.

#### **Note:**

- (i) No request for extension of due date will be considered under any circumstances.

7. IISER Tirupati may issue corrigendum to tender documents before due date of Submission of bid. The bidder is required to read the tender documents in conjunction with the corrigendum, if

any, issued by IISER Tirupati. The bidder is not supposed to incorporate the amendment in the body of the tender document

#### **8. BID OPENING AND EVALUATION PROCESS**

- a. Technical Bids will be opened on 18<sup>th</sup> June 2020 at 03:30 PM.
- b. Financial Bids of the eligible bidders will be opened on a later date. The date and time for opening of Financial Bids will be announced later.
- c. Bids would be summarily rejected, if tender is submitted other than through online or **original EMD & tender fee are not submitted within stipulated date / time**. IISER Tirupati shall not be responsible for any postal delay, EMD & Tender Fee before Tender closing date.

#### **9. Terms of the Technical Committee**

- (i) On the due date the Technical bids will be opened and referred to the Technical Committee which is duly constituted by the Director, IISER Tirupati. The committee will go through the technical aspects of the tender and recommend short listed firms. The recommendation of the technical committee is the final and binding on all the parties.
- (ii) The technical evaluation will be an assessment of the Technical Bid. IISER, Tirupati representatives will proceed through a detailed evaluation of the Technical Bids as defined in **Chapter 4 (Schedule of requirements and allied technical specifications)**, in order to determine whether they are substantially responsive to the requirements set forth in the tender. In order to reach such a determination, IISER, Tirupati will examine the information supplied by the BIDDERS, and shall evaluate the same as per the specifications mentioned in this tender.
- (iii) The technical committee may formulate evaluation criteria in addition to the specifications and requirements indicated in the tender, in the interest of IISER, Tirupati and these criteria /recommendation will also form as a part of short-listing of the firms.
- (iv) The Technical Committee will examine all the Technical aspects of the bids received. Further, the Technical Committee may seek additional information from the existing users at IISER, Tirupati or from other Institutes and also call for Technical presentations from the BIDDERS if it is required so.
- (v) The information received and the bids already submitted together will be examined with reference to the tendered specifications and evaluation is made by the Technical Committee.
- (vi) After the technical evaluation is completed and approved, IISER, Tirupati shall inform to the BIDDERS whose bids have been rejected technically with the reasons for rejection on e-Procurement Portal (<https://eprocure.gov.in/eprocure/app>).



**The commercial offers of the vendors whose technical offers are found to be technically deficient or do not meet the qualification criteria as specified in this tender will be returned to them without opening along with their EMD.**

- (vii) The successful BIDDERS will be informed regarding the date and time of Commercial bid opening.
- (viii) The purpose of obtaining two bids (technical and commercial) is to evaluate all the firms on technical basis with reference to the tendered specifications, performance of similar Solutions/Applications elsewhere, obtaining users views with reference to the earlier supplies. This will enable the technical committee to arrive at a fair recommendation in the interest of the organization.
- (ix) In the event of seeking any clarification from various BIDDERS by IISER, Tirupati, the BIDDERS are required to furnish only technical clarifications that are asked for. No amendment to commercial bid will be entertained at that stage. In case if a BIDDER fails to quote for a particular item it amounts to non-compliance and hence such bid will not be considered for further evaluation. Further during this process if any BIDDER indicates the price during the clarification such bids also will not be considered for further evaluation.

#### **10. Commercial Bid Evaluation:**

Based on results of the Technical evaluation IISER, Tirupati evaluates the Commercial Bid of those Bidders who qualify in the Technical evaluation.

- a) IISER Tirupati shall correct arithmetical errors on the following basis:
  - (i) If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected.
  - (ii) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
  - (iii) If there is a discrepancy between words & figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.
- b) Selling exchange rate/equivalent to Indian currency will be as on the date of bid opening in the case of single bidding and the rate on the date of opening of the priced bids in the case of two-part bidding.
- c) **The bids shall be evaluated on the basis of final landing cost as per format given in Price Schedule in case of import / indigenous items.**
- d) The Vague terms like “packing, forwarding, transportation..... etc. extra” without mentioning the specific amount/percentage of these charges will not be accepted. **Such offers shall be treated as incomplete and rejected.**
- e) After arriving at final pricing of individual offers of all the short listed firms, the lowest firm will be awarded with Contract/Purchase Order.



f) If there are any discrepancies in price schedule and tender document please refer to the BOQ in the Central Public Procurement Portal, the BOQ item/words/conditions mentioned in BOQ prevails

11. The Director, IISER, TIRUPATI reserves the right to accept the offer in full or in parts or reject summarily or partly.

12. The relatives / near relatives of employees of the client are prohibited from participation in this bid.

The near relatives for this purpose are defined as:

(a) Members of a Hindu Undivided Family.

(b) Their husband or wife.

(c) The one is related to the other in the manner as father, mother, son(s), son's wife (daughter-in-law), daughter(s) & daughter's husband (son-in-law), brother(s) & brother's wife, sister(s) and sister's husband (brother-in-law).

## **CHAPTER-2: INSTRUCTIONS TO BIDDERS**

### **1. PREPARATION AND SUBMISSION OF OFFERS:**

- a) Quotation should be submitted directly by the original manufacturer/supplier or its sole authorized distributor/dealer/Indian Agent. In case of bid by authorized dealer/distributor/Indian Agent, the manufacturer authorization should be attached with the technical bid as per **Annexure-‘D’**.
- b) In case a bidder is not doing business within India, it shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India equipped and able to carry out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period.
- c) The bidder shall bear all costs associated with the preparation and submission of its bid irrespective of the conduct or outcome of the bidding process.
- d) The bidder should not indulge in any corrupt, fraudulent, collusive, coercive practices during the entire process of procurement and execution of contract/order.
- e) Before the deadline for submission of the bid, IISER TIRUPATI reserves the right to modify the bidding document and to extend or not to extend the date of submission. Such amendment/modification will be hosted on e-Procurement portal (<https://eprocure.gov.in/eprocure/app>) or on IISER TIRUPATI website.
- f) Conditional tenders will be summarily rejected.

### **2. Essential Eligibility Criteria for Bidders**

- a. Proof that the bidder has supplied UPS system of the capacity mentioned. Necessary report of satisfactory support provided by the direct end-user, to be submitted as a part of eligibility criteria.

### **3. Delivery Period / Timeliness:**

**The supply, installation, testing and commissioning must be completed within 21 days after placement of purchase order. 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, TIRUPATI's plans of completing the project within the time frame.**

### **4. Security Deposit:**

- a. Within Seven (7) days of 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, Tirupati.
- b. 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 installation of the EQUIPMENT / SYSTEM.
- c. The Security Deposit should be valid for a period of warranty period as we plan to extend the same as Performance Bank Guarantee.
- d. **Bank Guarantee wherever mentioned in this document may be read as “Bank Guarantee from any Scheduled Bank” only.**

5. **Amalgamation/Acquisition etc.:**

In the event the Manufacturer/Supplier proposes for amalgamation, acquisition or sale of its business to any firm during the contract period, the BUYER/Successor of the Principal Company are liable for execution of the contract and also fulfillment of contractual obligations i.e. supply, installation, commissioning, warranty, maintenance/replacement of spares accessories etc. while submitting your bid, you may confirm this condition.

6. **Bid Validity Period:**

- I. The prices must be valid at least for a period of 90 **days** from the date of opening of the Tender. No changes in prices will be acceptable in any condition after opening of tender till the validity of the offer or execution of the order whichever is later
- II. IISER, TIRUPATI may ask for the BIDDER's consent to extend the period of validity. Such request and the response shall be made in writing only. The BIDDER is free not to accept such request without forfeiting the EMD. A BIDDER agreeing to the request for extension will not be permitted to modify his bid.
- III. Bid evaluation will be based on the bid prices without taking into consideration the above corrections.

7. **AWARD OF CONTRACT:**

- a) IISER, TIRUPATI shall award the contract to the technically qualified eligible BIDDER whose bid has been determined as the lowest evaluated commercial bid.
- b) If more than one BIDDER happens to quote the same lowest price, IISER, TIRUPATI reserves the right to award the contract to more than one BIDDER or any BIDDER.

8. **IISER Tirupati Right to vary Quantities at the time of Award:**

- A. The IISER Tirupati reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the tender document without any change in unit price or other terms and conditions. Further, at the discretion of the IISER Tirupati, the quantities in the contract may be enhanced by 25% within the delivery period.
- B. Firms which have already supplied similar equipment to IISER, TIRUPATI and have not completed required installation/commissioning/after sales service/warranty replacements etc. such firms offer will not be considered for further evaluation and no enquiries thereafter will be entertained.

9. **Fraud and Corruption:**

The IISER Tirupati requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,

(a) The terms set forth below are defined as follows:

- (i) **"Corrupt practice"** means the offering, giving, receiving, or soliciting, directly or in indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
- (ii) **"Fraudulent practice"** means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;

(iii) **“Collusive practice”** means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, noncompetitive levels; and

(iv) **Coercive practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract;

(b) The IISER Tirupati will reject a proposal for award if it determines that Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent collusive or coercive practices in competing for the Contract in question

11. **Interpretation of the clauses in the Tender Document / Contract Document**

In case of any ambiguity / dispute in the interpretation of any of the clauses in this Tender Document, **Director, IISER, TIRUPATI’s interpretation of the clauses shall be final and binding on all parties.**

## **CHAPTER - 3 : CONDITIONS OF CONTRACT**

### **1. Prices:**

Bid prices should be filled in the appropriate format as mentioned in Price Schedule.

***ALL THE BIDDERS SHOULD QUOTE PRICES FOR EACH AND EVERY ITEM SEPERATELY ALONG WITH THE CONSOLIDATED PRICES APPLICABLE FOR BOTH INDIGENOUS AND IMPORTED ITEMS (if any).***

- (i) The price of the goods must be as per the BoQ.
- (ii) The price mentioned in BoQ must be inclusive of transportation, Insurance, loading and unloading and any other local service required for delivering the goods for the desired destination as decided by IISER Tirupati.
- (iii) The institute will not be responsible in case of the bidders failing to include any of the above mentioned prices in their bid. The price mentioned in the Boq will be final and the bidder has to comply with that, if awarded the tender.
- (iv) **UNLOADING OF THE GOODS AT IISER TIRUPATI IS STRICTLY IN THE SCOPE OF THE BIDDER. NO MANPOWER WILL BE PROVIDED BY IISER TIRUPATI.**

### **2. Performance Bank Guarantee:**

The 5% Security Deposit which is mentioned above may be extended as Performance Bank Guarantee for a period of warranty period.

### **3. INSTALLATION/COMMISSIONING:**

- 3.1 BIDDER shall be responsible for installation / demonstration wherever applicable and for after sales service during the warranty.
- 3.2 Sufficient technical manpower and housekeeping manpower must be arranged by the bidder at the time of installation and unloading of the equipment/goods.

### **4. Warranty / Support:**

The items covered by the schedule of requirement shall carry minimum Three years of comprehensive warranty from the date of acceptance of the equipment by IISER, TIRUPATI. Warranty shall include free maintenance of the whole equipment supplied including free replacement of parts. The defects, if any, shall be attended to on immediate basis but in no case any defect should prolong for more than 24 hours. The comprehensive warranty includes onsite warranty with parts.

The vendor will have to arrange for all the testing equipment & tools required for installation, testing & maintenance etc.

### **5. COMMENCEMENT OF WARRANTY PERIOD:**

The warranty period of an item shall commence from the date of successful installation, commissioning and demonstration at IISER Tirupati. The warranty period and validity of Performance Guarantee shall be extended for the period of delay in satisfactory installation and delay in warranty services.

**6. Reasonability of Prices:**

The prices quoted must be the prices applicable for a premiere Educational and Research Institute in national importance, as applicable to educational research institutes must be given.

**7. Annual Maintenance Contract:**

7.1. The party must mention in the quotation, the rate/amount of annual maintenance charges, if we opt for maintenance contract after expiry of the warranty period. This is mandatory to mention, wherever applicable.

7.2. No sub-contracting will be allowed for installation or maintaining system/ equipment / instrument during or after warranty period.

**8. Indemnity:**

The vendor shall indemnify, protect and save IISER, TIRUPATI against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the equipment's supplied by him.

**9. Payment: No Advance payments are allowed under any circumstances.**

**10. Penalty for delayed Services / LD:**

10.1. 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 EMD/SD and also LD clause will be applicable /enforced.

10.2. If the supplier fails to Supply, Install and Commission the system as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 1% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.

10.3. IISER, TIRUPATI 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. Also, the agency will be not allowed to participate in future tenders of IISER Tirupati.

**11. Jurisdiction:**

The disputes, legal matters, court matters, if any, shall be subject to Tirupati Jurisdiction only.

**12. Force Majeure:**

The Supplier shall not be liable for forfeiture of its performance bank guarantee, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of



an event of Force Majeure. For purposes of this Clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the IISER Tirupati either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

If a Force Majeure situation arises, the Supplier shall promptly notify the IISER Tirupati in writing of such conditions and the cause thereof. Unless otherwise directed by the IISER Tirupati in writing, the Supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

### **13. Discrepancies**

If there are any discrepancies in price schedule and tender document please refer to the BOQ in the Central Public Procurement Portal, the BOQ item/words/conditions mentioned in BOQ prevails.

### **14. Comparisons of Bids**

The Purchaser shall compare all substantially responsive bids to determine the lowest valuated bid.

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 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 and the quality as mentioned in the tender in the technical bid itself.

### **15. Dispute Settlement:**

IISER Tirupati and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

If, after twenty-one (21) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the IISER Tirupati or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract.

The dispute settlement mechanism/arbitration proceedings shall be concluded as under:

- (a) In case of Dispute or difference arising between the IISER Tirupati and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be





referred to the Director IISER Tirupati, if he is unable/ unwilling to act, to the sole arbitration of some other person appointed by his willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.

- (b) In the case of a dispute between the Purchase and a Foreign supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.

The venue of the arbitration shall be the place from where the purchase order or contract is issued.

**Assistant Registrar (Admin &Purchase)**

## **CHAPTER-4 SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS**

**SCOPE OF WORK: Supply , Installation , Testing and Commissioning of following UPS Systems at IISER Tirupati , Main Campus, Yerpedu Mandal , Tirupati.**

- i) 30 KVA Capacity with SMF Battery & 30 Min Backup**
- ii) 20 KVA Capacity with SMF Battery & 30 Min Backup**

### **GENERAL SPECIFICATION FOR UPS SYSTEM:**

#### **GENERAL:**

This specification covers the requirements of three-phase, UPS System units as per configuration defined in the Schedule of Quantities.

#### **DESIGN PREREQUISITE :**

THE UPS SHALL BE DESIGNED TO MEET THE FOLLOWING PARAMETERS.

INCOMING POWER SUPPLY - 3 phase 3 Wire TP

OUTGOING POWER SUPPLY - 3 phase 4 wire TP and N

IN CASE THE STATIC BY PASS IS REQUIRED TO BE ENABLED A SEPARATE INCOMING POWER SUPPLY FOR ONLY THE BY PASS AT 3 PHASE 4 WIRE TP and N SHALL BE PROVIDED.

THE NEUTRAL FOR THE UPS OUTPUT SHALL BE CREATED AT THE UPS AND SHALL NOT BE INTERCONNECTED OR CARRIED FORWARD FROM THE MAINS NEUTRAL.

#### **Standards and Codes:**

The equipment/ system shall conform to the latest version of following Standards and Codes

- Indian Electricity Act 2003
- Indian Electricity Rules 1956
- IEC Standard 62040 for UPS.
- **Warranty for UPS & Batteries.**
- **For UPS & Inverter Systems:** 24 months from the date of Handover for UPS Systems.
- **For 12V SMF Batteries:**
- For SMF Batteries: 24 months from the date of Handover for Batteries.
- **Loading & Unloading, shifting, UPS positioning at site is Vendor scope.**
- Agency will supply cables between UPS system and batteries.
- Routine Testing will be carried out at factory. IISER Tirupati shall witness the same.
- If third party testing is required, no extra charges for the same is payable.
- **Testing:** Routine Testing will also be carried out at site with the available load and power.
- **Installation and After Sales Service :** The tenderer shall have a service organization available consisting of factory trained field service personnel to

1. Perform installation, testing, commissioning and startup of the equipment at the site.
2. Perform preventive maintenance, and servicing.
3. offer service support 24x7 on all days .

**Training:**

The tenderer shall provide training of the Clients operating and maintenance staff at no extra price. A UPS training workshop shall be conducted at the customer’s site by the tenderer and shall include a combination of lecture and practical instructions. The service training workshop shall include instruction about safety procedures, UPS operational theory, subassembly identification and operation, system controls and adjustment, preventive maintenance, and trouble shooting.

- **ACCEPTABLE MAKES OF VARIOUS EQUIPMENT:** The acceptable makes of various equipment/components/accessories have been indicated in “Acceptable Makes” appended with the tender documents. The tenderer shall work out the cost of the offer on this basis. Alternate makes are not acceptable.
- All approved makes shall be as specified in Tender agency has to quote accordingly.

<b>TECHNICAL SPECIFICATIONS OF 30 KVA /20 KVA ONLINE UPS WITH 30 MINUTES BACKUP</b>			
<b>SL. NO.</b>	<b>DESCRIPTION</b>	<b>SPECIFICATION / REQUIREMENT</b>	<b>Compliance (Yes/No)</b>
1	<b>CAPACITY</b>	30 KVA / 20 KVA STANDALONE CONFIGURATION	
2	<b>INPUT</b>		
	RECTIFIER	IGBT type with inbuilt Isolation	
	INPUT VOLTAGE	400V AC, Three Phase, 50 Hz,	
	Input Voltage Range (Ph-Ph)	323V AC to 478 VAC at 100% Load (Ph-Ph)	
	Input Frequency Range	45 to 55Hz	
	Input Over Voltage Protection	At 465 V AC	
	Input Under Voltage Protection	At 315 V AC	
	Over Voltage Cut off	Through Built in Protection	
	Input Current Harmonics (THDi)	Should be < 5% (without use of any additional Filters)	
	Input Power Factor	Should be > 0.99 at Full load	
	Input Phase sequence correction	To be provided	
	Cold Start	The system should draw current from the batteries and start. This should be demonstrated at the time of installation	
3	<b>OUTPUT</b>		
	OUTPUT VOLTAGE	400V AC Three Phase	
	Frequency	50Hz ± 1 %	

	Output Power KVA	30 KVA / 20 KVA	
	Output Power KW Capacity	27KW (30KVA) / 18KW (20KVA)	
	Load Power Factor Range	0.9 Lag to Unity	
	Output Over Voltage Protection	Built in Protection required	
	Output Under Voltage Protection	Built in Protection required	
	Over load capacity	125% of rated load for 10 min. 150% for 60 sec	
	Total Harmonic Distortion	Less than 2% for linear load, Less than 5% for non-linear load	
	Short Circuit protection	Soft Shut down occur without blowing any fuse	
	Crest Factor	3:1	
	Wave form	Pure sine Wave	
	Battery Backup Time	30 Minutes @100% Load	
	Minimum VAH Required	28800 VAH (30KVA)/ 20160 VAH (20KVA)	
4	<b>ISOLATION</b>	Through Manual Bypass Switch	
5	<b>INDICATIONS</b>		
	Over temperature, Load on Battery, Battery On charge, Battery Low, Mains on, DC on , Inverter on, Inverter Tripped for Output Over Voltage, Output Low and Over Load		
6	<b>EFFICIENCY</b>		
	Overall Efficiency	>86 % (Including Transformer Loss)	
	Inverter Efficiency	>94%	
7	<b>LCD MONITORING</b>		
	Input/output voltage, Frequency, load%, Battery %, Ambient temperature		
8	<b>BATTERY</b>		
	<b>Batteries Acceptable Make</b>	<b>Quanta/Exide</b>	
	Battery Housing	Suitable stand for batteries as per site condition	
	Battery Recharge Current	should be min 10% of battery AH	
9	<b>Audible Alarm for Following Conditions</b>		
	Battery Low, Mains Failure, Inverter Under-Voltage, Inverter Over Voltage, Over temperature, Inverter Overload		
10	<b>Environmental</b>		
	Operating Temperature	0 - 40 Deg C	
	Humidity	10-90% (non-condensing)	
	Noise level	<55 Db at full load from 1 meter distance	
11	<b>Cabinet</b>	CRCA sheet with powder coated finish , IP-20	
12	Warranty	3 Years for UPS & Battery	

<b>Mandatory Certifications</b>			
13	Company Certifications	ISO 9001 : 2008 , 14001 : 2004	
		BS OHSAS 18001 : 2007	
14	Service facility	UPS manufactures should have at least 1 service center in Tirupati.	
15	Service centre	Company Owned Company Operated After Sales Support centers should be required in at least in Tirupati	
16	Manufacturing facility	Manufacture should have manufacturing facility in India and details of manufacturing facility should be provided in detail	
17	<b>Approved brand</b>	<b>NUMERIC/EMERSON/EATON/DELTA</b>	

- RATES:** The rates quoted by the tenderer, shall be firm and inclusive of all taxes (including GST, transport etc.) and all charges for packing forwarding, insurance, freight, delivery and unloading at IISER Tirupati Main Campus, Jangalapally Village, Yerpedu, Tirupati. Rates to be quoted as per the schedule given in BOQ.

**PRICE SCHEDULE**

**Tender No: IISERT/ENGG/Tender/01/20-21      Dated 05/06/2020**

**Name of Work: Supply Installation testing and commissioning of 1no. 30KVA and 1 no. 20 KVA Online UPS System at IISER Tirupati Yerpedu Campus.**

**Note:**

- i. Cost of all the items should be mentioned clearly and individually.**
- ii. Prices should be of all-inclusive like transportation, loading/unloading, labor etc., nothing extra is payable.**
- iii. Prices mentioned above should be inclusive of GST.**

<b>S.No.</b>	<b>Description of the Item</b>	<b>Qty</b>	<b>Unit</b>	<b>Rate</b>	<b>Amount</b>
1.0	Supply, installation, testing and commissioning of Online UPS system of <b>30 kVA</b> unit with a battery backup of 30 minutes duration for full load and with IGBT technology, standards fittings, accessories, protection, SMF battery, interconnections with cables etc, MS rack for battery as per Technical Specification including warranty and free all-inclusive comprehensive maintenance services for three years after the date of handing over.	1	Each		
2.0	Supply, installation, testing and commissioning of Online UPS system of <b>20 kVA</b> unit with a battery backup of 30 minutes duration for full load and with IGBT technology, standards fittings, accessories, protection, SMF battery, interconnections with cables etc, MS rack for battery as per Technical Specification including warranty and free all-inclusive comprehensive maintenance services for Three years after the date of handing over.	1	Each		
<b>Total</b>					

**FORMAT/QUESTIONNAIR FOR COMPLIANCE OF TERMS AND CONDITIONS**

Tender No.: \_\_\_\_\_

Due Date \_\_\_\_\_

**NOTE:**

1. **Quotation will not be considered without submission of this format.**
2. **If a particular question is not at all applicable please write NA in compliance part in Col. No. 4 below.**
3. **Kindly see the relevant terms & conditions of the tender document in each question before replying to the questions mentioned in Col. 2 below).**

SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
1	2	3	4
1	a.) Whether quotation is direct from Principal supplier/manufacturer (Please specify)		
	b) Whether quotation is being submitted by authorized distributor/ dealer		
	c) Whether the agency is registered with MSME/NSIC		

<b>SNo</b>	<b>Terms &amp; condition of Tender document</b>	<b>Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')</b>	<b>Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for</b>
2	Whether techno-commercial Bid contains EMD, technical literature/leaflets, detailed specifications & commercial terms & conditions etc. as applicable.		
3	a) Whether the required Scanned copy of Tender Fee & EMD is being submitted with the quotation		
	b) Please specify the form of EMD whether in the form of NEFT/DD/bank guarantee (Please mention No., date & amount of EMD documents.) or Bid Security Format at Annexure -'C'		
4	Have you mentioned the validity period of the quotation as per our requirements		
7	a) Whether the Price reasonability Certificate is submitted with quotation		
	b) Whether copies of last two supply orders of the same item from other customers have been attached with the quotation		
8	Whether rates/amount of AMC after the warranty period is over has been mentioned		



<b>SNo</b>	<b>Terms &amp; condition of Tender document</b>	<b>Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')</b>	<b>Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for</b>
9	Have you gone through the specification Clause & complied with the same		
10	Whether the Make/Brand, Model number and name of manufacturer has been mentioned in the quotation and Printed technical literature/ leaflets of quoted items have been submitted		
11	Whether compliance statement of specifications has been attached with the quotation.		
12	<b>Whether the delivery period for supply of the items has been mentioned</b>		No deviation permitted
13	Do you agree to the submission of Performance Bank Guarantee and have you mentioned in your quotation about this.		
14	Do you agree with the payment terms?		No deviation permitted
15	Do you agree about the date of commencement of warranty period & its extension is necessary.		

SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
16	Who will install/commission and demonstrate the equipment at <b>IISER Tirupati, FREE OF COST.</b>		
17	Have you mentioned the guarantee/warranty period in your quotation and do you agree with guarantee clause?		
21	Whether list of specific user's for the same item & model as quoted along-with performance certificates from the users is submitted with offer		
22	Whether you agree to the penalty clause for late delivery & installation?		
24	a) Whether all the pages have been page numbered?		
	b) Whether quotation has been signed and designation & name of signatory mentioned.		

**FORMAT OF COMPLIANCE STATEMENT OF SPECIFICATIONS**

S. N.	Name of specifications/ part / Accessories of tender enquiry	Specifications of quoted Model/ Item	Compliance Whether "YES" Or "NO"	Deviation, if any, to be indicated in unambiguous terms	Whether the compliance / deviation is clearly mentioned in technical leaflet/ literature
1	2	3	4	5	6



**BID SECURITY FORM**

Whereas ..... (Hereinafter called “the tenderer”) has submitted their offer dated .....for the supply of ..... (Hereinafter called “the tender”) against the purchaser’s tender enquiry No. \_\_\_\_\_

KNOW ALL MEN by these presents that WE ..... (Name of bank) of ..... (Name of country), having our registered office at ..... (Address of bank)

(Hereinafter called the “Bank”), are bound unto ... (Name of purchaser) (Hereinafter called “the purchaser”) in the sum of ..... for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ..... day of..... 20.....

**THE CONDITIONS OF THESE OBLIGATIONS ARE:**

- 1.** If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- 2.** If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity.
- 3.** If the tenderer fails to furnish the Performance Security for the due Performance of the contract.
- 4.** Fails or refuses to accept/execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchase will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

The guarantee shall remain in force up to and including forty five (45) days after the period of the bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

.....  
**(Signature of the authorized officer of the Bank)**

**Name and Designation of the Officer**  
Seal, Name & Address of the Bank and address of the branch



**MANUFACTURER'S AUTHORIZATION FORM**

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that re binding on the Manufacturer]

Date: [Insert date (as Day, month and year) of Bid submission]

Tender No.: [Insert number from Invitation for Bids]

To: [Insert complete name and address of Purchaser]

WHEREAS

We [insert completer name of Manufacturer], who are official manufacturers of [Insert type of goods manufactured] having factories at [insert full address of Manufacturer's factories], do hereby authorize [insert complete name of Bidder] to submit a bid the purpose of which is to provide the following goods, manufactured by us [insert name and or brief description of the goods], and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with the Terms and Conditions of Contract with respect to the Goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_ [insert date of signing]



**PREVIOUS SUPPLY ORDERS FORMAT**

Name of the Firm \_\_\_\_\_

Order placed by <i>{Full address of Purchaser}</i>	Order No. and Date	Description and quantity of ordered equipment	Value of order	Date of completion of delivery as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any and justification for price difference of their supply order & those quoted to us.	Has the equipment been installed satisfactorily?	Contact Person along with Telephone no., Fax no. and e-mail address.

Signature and Seal of the Manufacturer/ bidder .....

Place:

Date:



**BIDDER INFORMATION FORM**

Company Name : \_\_\_\_\_  
Registration Number : \_\_\_\_\_  
Registered Address : \_\_\_\_\_  
\_\_\_\_\_

Name of Partners /Director : \_\_\_\_\_  
\_\_\_\_\_

City : \_\_\_\_\_  
Postal Code : \_\_\_\_\_

Company's Establishment Year : \_\_\_\_\_

Company's Nature of Business : \_\_\_\_\_

Company's Legal Status (tick on appropriate option )  
1) Limited Company  
2) Undertaking  
3) Joint Venture  
4) Partnership  
5) Others

Company Category  
1) Micro Unit as per MSME  
2) Small Unit as per MSME  
3) Medium Unit as per MSME  
4) Ancillary Unit  
5) SSI  
6) Others

**CONTACT DETAILS**

Contact Name: \_\_\_\_\_  
Email Id : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Phone No : ( \_\_\_\_\_ ) \_\_\_\_\_

Mobile No : \_\_\_\_\_

**BANK DETAILS**

Name of Beneficiary : \_\_\_\_\_  
A/c. No. CC/CD/SB/OD: \_\_\_\_\_  
Name of Bank : \_\_\_\_\_  
IFSC NO. (Bank) : \_\_\_\_\_

Branch Address and Branch Code: \_\_\_\_\_  
\_\_\_\_\_

**Other Details**

Vendor's PAN No. \_\_\_\_\_

Vendor's CST No/LST No/WCT No/TIN No: \_\_\_\_\_

**CERTIFICATE  
(To be provided on letter head of the firm)**

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

**Date:**

**Authorized Signatory**

**Name:**

**Place:**

**Designation:**

**Contact No.:**





### **IMPORTANT NOTICE**

TENDERERS RESPONDING TO THIS ENQUIRY SHALL BE DEEMED TO BE AGREEABLE TO THE TERMS AND CONDITIONS HEREIN CONTAINED. THESE TERMS AND CONDITIONS SHALL BE BINDING ON THE SUCCESSFUL TENDERER. CONDITIONAL TENDERS ARE LIABLE TO BE REJECTED. IISER TIRUPATI WILL PROCESS THE TENDER AS PER IISER TIRUPATI STANDARD PROCEDURES. THE DIRECTOR OF THE INSTITUTE RESERVES THE RIGHT TO REJECT ANY OR ALL OR PART OF TENDER WITHOUT ASSIGNING ANY REASON AND SHALL ALSO NOT BE BOUND TO ACCEPT THE LOWEST TENDER. IISER TIRUPATI WOULD NOT BE UNDER ANY OBLIGATION TO GIVE ANY CLARIFICATIONS TO THE AGENCIES WHOSE BIDS ARE REJECTED.

I agree to all terms and conditions mentioned in the tender document of the Institute

Signature of the Tenderer

### CHECKLIST FOR BIDDER

BIDDERS to indicate whether the following are enclosed/mentioned by striking out the non-relevant option

<b>Envelope-1(Technical-Bid)</b> (Following documents to be provided as single PDF file)				
Sl. No.	Documents	Content	File Types	Document Attached
1	Technical Bid	Scan copies of both Tender Fee of Rs. 500/- and EMD of Rs. 22,000.00	.PDF	( Yes /No )
2		Format of compliance statement of specification as per Annexure-'B'	.PDF	( Yes /No )
3		Bid security Form as per Annexure-'C'(as applicable)	.PDF	( Yes /No )
4		Manufacturer's Authorization Form as per Annexure-'D'	.PDF	( Yes /No )
5		Previous Supply Order Format as per Annexure-'E'	.PDF	( Yes /No )
6		Bidder Information form as per Annexure-'F'	.PDF	( Yes /No )
7		Blacklist certificate as per Annexure-'G'	.PDF	( Yes /No )
8		A copy of the Un-priced Commercial bid	.PDF	( Yes /No )
10		Self-Attested copy of GST Number (as applicable)	.PDF	( Yes /No )
11		Tender Terms & Conditions Acceptance signed with official seal is attached	.PDF	( Yes /No )
<b>Envelope-2(Financial-Bid)</b>				
Sl. No.	Documents	Content	File Types	Document Attached
1	Financial Bid	Price bid should be submitted in Excel (BOQ) Format	.xls	( Yes /No )