

NIQ No: 16/IISER/Tirupati/NIQ/2025-26

Date: 09.12.2025

NOTICE INVITING QUOTATION

Item rate sealed quotation are invited by the undersigned on behalf of Director IISER Tirupati for the following work.

Sl. No	Name of Work	Time period of contract	Start Date of Bid	End Date & time of Bid	Opening Date & time of Bid
1	Refilling and Servicing of Fire Extinguisher cylinders at IISER Tirupati Campus, Yerpedu.	60 Days	09.12.2025	15.12.2025 at 03:00 p.m.	15.12.2025 at 03:30 p.m.

Quotation can be obtained from IISER Tirupati website <http://www.iisertirupati.ac.in/tenders/>

TERMS AND CONDITIONS

- 1) No advance payment shall be made by IISER Tirupati.
- 2) The applicant should be having work experience with reputed organizations/ institutes for fire extinguisher refilling/ servicing or manufacturers/ dealers. The proof of experience should be submitted along with the quotation. Bidders not submitting the same shall be summarily rejected. Agency should have valid GST registration.
- 3) Agency should submit photocopy of valid License or certificate of servicing and refilling of fire extinguisher cylinders for given makes of item. Fire Extinguishers will be issued in batch of 200 Cylinders for refilling. Every batch should be refilled within 10 (Ten) Working days
- 4) Time period for completion of work shall be **60 (Sixty) Days** from the date of placing the confirmed order by IISER Tirupati. The act of backing-out after quotation will debar such agencies for participating in future quotations of IISER Tirupati. Bidder may e-mail queries on engineering@iisertirupati.ac.in or submit to the IISER Tirupati office in hard copy on all working days before a day of the submission date of quotation.
- 5) All agencies need to submit their quotation in hard copy in a sealed envelope to this office by suitable means on and before 3 PM on 15/12/2025. The quotation received after the date & time specified above shall not be accepted. Any delays, postal delays, 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 Tirupati) ^{in the name of work.}

Signature & Stamp of the Agency



Page 1 of 5

- 6) Quotations will be opened on the same day i.e., 15/12/2025 at 3.30 PM in the presence of bidder or their authorized representatives if any. The offer of the firm should be commercially clear including acceptance of all terms and conditions without assigning any reasons.
- 7) IISER Tirupati reserves its right to reject a NIQ due to unsatisfactory past performance in the execution of a contract awarded against a different Tender.
- 8) Quoted rates should be inclusive of the cost of all the materials, labour cost, octroi, duties, cost of sample, and fees towards testing of materials in labs, royalties, GST, etc. Nothing extra shall be paid.
- 9) All approved makes shall be as specified in BOQ and as per CPWD specifications, the agency should attach technical data sheet of the model quoted along with the quotation. The agency should obtain prior approval on makes of various materials from IISER Tirupati before taking-up work.
- 10) The successful agency shall make its 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. No Advance payment shall be made by IISER Tirupati.
- 11) TDS and other applicable taxes and cess will be deducted from the bills as of the work.
- 12) Specification for the work to be carried out as per BOQ, latest CPWD specification, IS specifications & as per instruction of IISER Tirupati wherever CPWD/ IS specification are not available.
- 13) The contractor shall ensure that minimum wages should be paid to the labour's and employees in accordance with labour laws.
- 14) L1 Agency to submit computerized measurement and abstract sheets to IISER Tirupati within 30 days from completion of work for payments.
- 15) The Vendor shall depute authorized technical personnel to take delivery of fire extinguishers from IISER Tirupati for re-filling etc. and for delivering the re-filled/repaired fire extinguishers to IISER Tirupati.
- 16) Refilling work would be carried out in consultation with Engineer in charge, IISER Tirupati.
- 17) The Fire Extinguisher should be examined internally for any damage & corrosion before re-filling.
- 18) All Fire Extinguishers must be discharged/emptied before re-filling of fire extinguishers.



- 19) Checking of nozzles, port hole, vent hole, cap assembly, siphon tube, safety pin/clip, discharge pipe etc. Ensure that all joints are fully tightened and nozzle, vent hole etc. are free of dust/dirt.
- 20) Operating instructions of fire extinguishers are clearly legible, and facing outward and in good visible condition.
- 21) Re-filling of fire-extinguishers as per BIS 2190:2010 specifications, agency should start within 03 days from the date of awarding the order and should be completed in a phased manner in lots of 200 Nos each. Each lot of fire extinguishers collected from our Office for re-filling should be reinstalled duly refilled within 10 days from the date of taking up the lot, failing which penalty of 5% of the total re-filling cost will be charged for each week of delay, subject to maximum of 10% and consequential action shall be taken.
- 22) While giving delivery of re-filled fire extinguishers, the Vendor shall ensure that a Sticker is pasted on each fire extinguisher with details like 'Re-filled on', 'Due date of next re-filling'. The type of fire extinguisher, details etc. should be clearly visible on the fire extinguishers after their re-filling is done and delivered to our office.
- 23) The re-filling of fire extinguishers shall have a warranty of **1 (One) year** from the date of refilling. The vendor shall provide for re-filling of fire extinguisher(s) free of cost, if weight loss is noticed within the warranty period and replacement of fire extinguishers, as mentioned at above shall have to be provided in such a case. The vendor will have to take the fire extinguisher(s) for refilling within 4 days of intimation and re-install the re-filled fire extinguisher(s) within 7 days, failing which penalty of 1% of the value of the total re-filling cost for each week of delay will be recovered from the Security Deposit held with IISER Tirupati.
- 24) 5% security deposit will be deducted from actual bill amount and will be release after satisfactory completion of 1 (One) year warranty period.
- 25) The testing should be carried out with pressure prescribed as per specification of ISI Standard. One or two fire extinguishers of each category should be tested to ensure satisfactory compliance. Cost of testing will be borne by the Vendor. Amount quoted for items should be as specified in the BOQ.

V. Srinivasan



- 26) The vendor will carry out the re-filling of existing fire extinguishers which shall include:-
Replacement of defective spare parts like discharge tube, nozzle, horn water, washer, plunger etc. at the time of re-filling which is included in the rates quoted by the agency. Agency can visit site and inspect each cylinder for their condition before quoting the rates. Repair of fire extinguishers, if required but subject to prior written approval of IISER Tirupati.



Executive Engineer (E), IISER Tirupati
On behalf of Director IISER, Tirupati



Sign & stamp of Agency:

Enclosed: Schedule of quantity

SCHEDULE OF QUANTITIES

Name of Work: Refilling and Servicing of Fire Extinguisher cylinders at IISER Tirupati Campus, Yerpedu.

S.No.	Description	Unit	Qty	Rate	Amount
1	Refilling of ABC Type 6Kgs Capacity Fire Extinguisher. Make : Safex	Nos	505		
2	Refilling of DCP Type 6Kgs Capacity Fire Extinguisher. Make : Safex	Nos	317		
3	Refilling of ABC Type 2Kgs Capacity Fire Extinguisher. Make : Safex	Nos	43		
4	Refilling of CO2 Type 4.5Kgs Capacity Fire Extinguisher. Make: Safex	Nos	204		
5	Refilling of Water Type 9 litre Capacity Fire Extinguisher. Make: Safex	Nos	170		
Total (including GST, Transportation, Labour etc.) Rs.					

Total Amount in Words:

Note: - Amount quoted above shall be inclusive of GST, transportation, statutory, labour fees etc. nothing extra shall be payable.


Executive Engineer (E), IISER Tirupati
 On behalf of Director IISER, Tirupati



(To be filled by the Agency)

Signature of the bidder :
Name of the Agency :
Mobile Number & E-mail ID :
Correspondence Address :