



Indian Institute of Science Education and Research Kolkata

Mohanpur Campus, Mohanpur-741252

Dist. Nadia, West Bengal

NOTICE INVITING TENDER

Director, Indian Institute of Science Education and Research Kolkata, Mohanpur campus, Mohanpur 741252, Nadia invites sealed tender in two parts for below mentioned work from eligible manufacturers/Authorized Dealers.

Name of work	Dismantling, reinstallation, testing and commissioning of 11 TR ducted split type AC unit in FESEM lab (N008) of A J C Bose Research Complex.	
NIT No.	IISER-K/IWD/Elect./FESEM-11TR/20-21/11	Date:19-03-2021
Mode of Submission of Bids	Bidding documents can directly be downloaded from institute website https://www.iiserkol.ac.in/web/en/announcements/tender The Bidder should deposit the EMD & cost of tender paper through NEFT/RTGS separately in the bank account number given below and obtain acknowledgment of the transactions. Self signed copy of these acknowledgments should be submitted with the tender.	
Important Dates		
Publishing Date	19.03.2021	After 16:00 Hrs
Bid Submission Start Date	19.03.2021	After 16:00 Hrs
Bid Submission End Date	05.04.2021	Upto: 15:00 Hrs
Bid Opening Date	06.04.2021	11:00 Hrs
EMD	N.A.	
Cost of BID Document	Rs.500/-	
Bank Account Details of the Institute	NAME OF THE ACCOUNT HOLDER: IISER KOLKATA ACCOUNT NUMBER: 089301000011530 IFS CODE OF THE BRANCH: IOBA0000893 BANK NAME: INDIAN OVERSEAS BANK, SALT LAKE BRANCH	
Place of opening of Bids	Institute Works Department, Prefab Building (Block C), IISER-Kolkata, Mohanpur Campus, Nadia.	
Contact Details	For technical clarification/help regarding submission of the tender please contact to IWD office, Prefab C03, Mohanpur campus, Mohanpur-741252, Tel: 033-61360000 (Extn. 1184)	

Superintendent Engineer (IWD)
(For and on behalf of Director IISER Kolkata)



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Eligibility: The Bidder should have executed one similar type of air conditioning work value not less than 0.6 lakh or two similar works not less than 0.4 lakh or three similar works not less than 0.32 lakh in last three financial years. The bidder should have completed such type of work in any Govt. /Reputed organization. Vendor should have valid Blue star authorized dealership.

- 1. Documents:** Tender paper in complete shape signed in all the pages with the filled in item rate should be submitted along with the competitive and justified rate with specifications & makes including all relevant documents like copies of **Registration certificate, Dealership, PAN no. , GST Registration, Trade License, IT Return for last three financial year, work experience certificate** etc., in a sealed cover addressed to the undersigned super scribing the name of work so as to reach within **05.04.2021 upto 17:00 hrs.** positively. Late submission or any postal delay will not be accepted.
- 2.** The vendor should have the local office/service center in Kolkata or vicinity of Kolkata.

Terms and conditions:

- 1. Bid security/EMD** is exempted for tendering and the contractor should only submit the declaration letter shown in Annexure-I with NIT. If participated any bidder(s) withdraw/modify in bid during the bidding process the concern bidder(s) will be suspended for specified time in the tendering process as decided by competent authority of IISER Kolkata.
- 2. The performance security** will be considered 3% of the contract value and the contractor should submit it in the form of cheque/DD/FR/PBG in the name of Superintendent Engineer, IWD, IISER-K or online payment as per said bank account within 15 days after issuing of the intimation letter to the concern agency.
- 3.** The vendor should provide the drawing details of the total modification work before starting the work and take necessary approval from department.
- 4.** Vendor should execute the work as per BoQ given in NIT and necessary permission should be taken from department.
- 5.** Vendor should take the necessary approval of the materials mentioned in BoQ before starting the work.
- 6.** The work should be completed within 30 days from the date of handing over of the site. No extension shall be granted to the contractor unless the reasons are beyond his control and the engineer in-charge is satisfied with the reasons.
- 7.** The work to be started immediately after issuing of the work order.
- 8.** After completion of the work vendor should submit the measurement sheet for each item as per BoQ.
- 9.** The payment will be made after total completion of the work as per order and against challan & tax invoice. The already deposited performance security will be kept as security deposit money for six month after submission of completion certificate to the department and the security money will be refunded after successful completion of six month warranty period.
- 10.** The bidder should be chosen as L1 on the basis of rate quoted in tender without GST and the vendor should produce the GST break up in invoice.
- 11.** The working field is IISER Kolkata Mohanpur campus.
- 12.** The quoted amount should be inclusive of all taxes, duties, transportation charges etc. and is to be written clearly both in figure and in words.
- 13.** All the tools and tackles should be provided by the vendor during the works.
- 14.** Vendor should take care the existing property of the institute. If any damage occur during the work, the vendor is responsible for pay /Institute has right to deduct the chargeable amount from the bill.
- 15.** Vendor should responsible for any injuries to the workers during the work.



16. **Scope of work:** The vendor should submit the detail drawings of proposed Supply air ducting with all dimension, measurement and specification before starting the work and take necessary approval from the department. The work should be executed as per the approved drawings and the work should be considered as modification work. The entire system replacement will not be permissible during the work. The minor civil work like drilling, screwing, supporting, false ceiling grid removing etc. in contractor scope of work. After completion of work the vendor should provide CFM balancing report to the department.
17. The work order may be awarded on the basis of the competency and reliability of the bidder and quoted offer and it is not necessarily to award the contract to the lowest bidder.
18. The complete tender may be sent by post to the above mentioned address captioned **“Dismantling, reinstallation, testing and commissioning of 11 TR ducted split type AC unit in FESEM lab (N008) of A J C Bose Research Complex.”**. The envelope should be addressed to **The Superintendent Engineer (IWD)**. The sealed tender documents should be reached to **“Dispatch section, C V Raman AAC bldg., Mohanpur-741252, Indian Institute of Science Education and Research Kolkata”** office on or before schedule date and time.
19. All the above said relevant documents with NEFT/RTGS details scanned copies must be reached to the above said address within scheduled date and time.
20. If any unsatisfactory performance found during the contract period the institute has right to terminate the contract immediately without assigning any reason to the contractor.
21. The rates quoted by the Contractor shall include for supplying materials and labour necessary for completing the work in the best and most workmanship like manner to the satisfaction of the Institute and for maintaining the same. The rates shall be complete in all respects also including cost of materials, erection, fabrication, labour, supervision, tools and plant, transport, sales and other taxes royalties, duties and materials, contingencies, breakage, wastage, sundries, scaffoldings, etc., on the basis of works contract. The rates quoted shall include all taxes, duties, transport, supervision, GST or any other levies applicable under the statute including comprehensive warranty obligation as mentioned in the BOQ. The rates quoted by the Contractor shall be net so as to include all requirements described in the contract agreement and no claim whatsoever due to fluctuations in the price of material and labour will be entertained. No change in unit rate will be admissible on any variation of quantity.

Please note that the Competent Authority reserves the right to reject any or all tenders without assigning any reason whatsoever.

**Superintendent Engineer
Institute Works Department
(For and on behalf of Director IISER Kolkata)**



Declaration letter for exemption of EMD

Whereas, I/We.....have submitted bids for the work.....
NIT no.dated.....

I/we hereby submit the following declaration in lieu of submitting the EMD.

1. If, after the opening of the tender, I/we withdraw or modify the bids during the validity period of tender specified in the tender documents.
2. If, after the award of work, I/we fail to sign the contract, or to submit the performance security before the deadline in the NIT documents.

I/we shall be suspended for one year and shall not be eligible to participate in any bid of IISER Kolkata tenders from the date of issuance of suspension order.

Note: EMD will not be exempted without this letter.

**Signature of the Contractor / Authorized person
On behalf of the Firm / Organization and Seal**



Acceptance of terms and conditions by the bidder

**To
The Superintendent Engineer
Institute Works Department
IISERKOLKATA
Mohanpur-741252**

Sub: Dismantling, reinstallation, testing and commissioning of 11 TR ducted split type AC unit in FESEM lab (N008) of A J C Bose Research Complex

Dear Sir,

We have carefully examined all the tender documents including main terms and conditions and I/we the undersigned hereby submit the tender for the above cited work with price bid in conformity with the said Tender documents. We undertake that if our tender is accepted, we will commence the work immediately and complete the same within specific time from the date of issue of Work Order.

The corrigendum(s) issued from time to time by your organization too have also been taken into consideration, While submitting this acceptance letter.

I /We hereby unconditionally accept the tender terms and conditions of above mentioned tender Document/corrigendum(s) in it's entirety.

It is certified that we have not been black-listed in any of the Government Department.

**Signature of the Contractor / Authorized person
on behalf of the Firm / Organization and Seal**



(BASIC INFORMATION)

ANNEXURE-II (Page 1 of 2)

Pre-qualification of contractors for electrical maintenance:

1	Name of the Contractor / Firm / Organization / Company.	
2	Official Correspondence address at with contact person's name, telephone number, mobile number, E-mail etc. (Mandatory for regular correspondence)	
3	Type of Firm / Organization, whether proprietorship, partnership or private limited company etc.	
4	Year of establishment	
5	Name of the Proprietor / Partners / Directors in Organization	a) b) c) d)
6	a) Details of Registration (Firm, Company etc) i. Registering Authority ii. Date iii. Number b) Details of Electrical license i. Registering Authority ii. Reg No. iii. Date of issue. iv. Date of expiry.	

**Signature of the Contractor / Authorized person
on behalf of the Firm / Organization and Seal**



7	a) Details of Income Tax Permanent Account Number. b) Details of GST	
8	Details of transaction for submission of Cost of Bid (Please mention Bank Name & Branch, Transaction Ref. No, Date etc.) i) Cost of Bid Document(Rs.500/-)	
9	Bank Account Details of the Bidder (Account No. Bank Name & Branch, IFSC Code etc) (required for refunding the Cost of EMD of the unsuccessful Bidders)	

**Signature of the Contractor / Authorized person
on behalf of the Firm / Organization and Seal**



ANNEXURE - III

Past Experience as per table given below:

(Use Extra Sheet if required)

Sl. No.	Period of Contract		Name of the organization with whom worked	Type Of Contract	Value of Contract	Documentary evidence attached in support
	From	To				

**Signature of the Contractor / Authorized person
on behalf of the Firm / Organization and Seal**

Schedule of quantities

Sl. No.	Item description	Qty.	Rate (In Rs.)	GST (In Rs.)	Amount (In Rs.)
1.	Dismantling of 11TR ducted split type AC: Dismantling of existing 11TR ceiling suspended IDU, Copper pipe, inlet ducting, drain pipeline, electrical connection, ODU with MS base and controller dismantling as required.	Complete job			
2.	Reinstallation, testing and commissioning of 11TR ducted split type AC: Installation of ceiling suspended IDU, ODU with base support, nut bolting, necessary supports, duct connection, copper pipe connection, drain line with insulation connection and electrical cable connection in complete shape.	Complete job			
3.	Top up of R22 gas: R22 refrigerant gas charging as per requirement.	2 Kgs.			
4.	Supply and fixing of excess Copper pipe with insulation of size 22.2 mm	10 Rmtr.			
5.	Supply and fixing of excess copper pipe with insulation of size 15.9 mm	10 Rmtr.			
6.	Supply, installation, balancing and commissioning of 0.63 mm fabricated at site GSS sheet metal: rectangular/round ducting complete with neoprene rubber gaskets, elbows, splitter dampers, vanes, hangers, supports etc. as per approved drawings and specifications of following sheet thickness complete as required.	20 Sqmtr.			
7.	Supplying and fixing of 19 mm thickness duly laminated aluminum foil of mat finish closed cell Nitrile rubber (Class "O") insulation on existing duct after applying suitable adhesive for Nitrile rubber. The joints shall be sealed with 50 mm wide and 3mm thick self adhesive nitrile rubber tape insulation complete as per specifications and as required.	20 Sqmtr.			
Total amount (In Rs.)=					
In Words:					

**Signature of the Contractor / Authorized person
on behalf of the Firm / Organization and Seal**