



# 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 Contractors.

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                              |                        |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <b>Name of work</b>                          | Supply, installation, testing and commissioning of return air ducting of split type ducted AC at server rooms in AAC building of IISER Kolkata.                                                                                                                                                                                                                                                                                              |                        |
| <b>NIT No.</b>                               | <b>IISER-K/IWD/Elect./server room/21-22/06</b>                                                                                                                                                                                                                                                                                                                                                                                               | <b>Date:26-07-2021</b> |
| <b>Mode of Submission of Bids</b>            | Bidding documents can directly be downloaded from institute website <a href="https://www.iiserkol.ac.in/web/en/announcements/tender">https://www.iiserkol.ac.in/web/en/announcements/tender</a><br>The Bidder should deposit the cost of tender paper through NEFT/RTGS 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. |                        |
| <b>Important Dates</b>                       |                                                                                                                                                                                                                                                                                                                                                                                                                                              |                        |
| <b>Publishing Date</b>                       | 26.07.2021                                                                                                                                                                                                                                                                                                                                                                                                                                   | After 16:00 Hrs        |
| <b>Bid Submission Start Date</b>             | 26.07.2021                                                                                                                                                                                                                                                                                                                                                                                                                                   | After 16:00 Hrs        |
| <b>Bid Submission End Date</b>               | 04.08.2021                                                                                                                                                                                                                                                                                                                                                                                                                                   | Up to: 15:00 Hrs       |
| <b>Bid Opening Date</b>                      | 05.08.2021                                                                                                                                                                                                                                                                                                                                                                                                                                   | 11:00 Hrs              |
| <b>EMD</b>                                   | <b>N.A. (As per the office memorandum no.F.9/4/2020-PPD dated 12.11.2020 from department of expenditure under ministry of finance, EMD is exempted and the contractor should submit the declaration letter shown in annexure-I).</b>                                                                                                                                                                                                         |                        |
| <b>Cost of BID Document</b>                  | <b>Rs.500/-</b>                                                                                                                                                                                                                                                                                                                                                                                                                              |                        |
| <b>Bank Account Details of the Institute</b> | <b>NAME OF THE ACCOUNT HOLDER: IISER KOLKATA<br/>ACCOUNT NUMBER: 089301000011530<br/>IFS CODE OF THE BRANCH: IOBA0000893<br/>BANK NAME: INDIAN OVERSEAS BANK, SALT LAKE BRANCH</b>                                                                                                                                                                                                                                                           |                        |
| <b>Place of opening of Bids</b>              | Institute Works Department, Prefab Building (Block C), IISER-Kolkata, Mohanpur Campus, Nadia.                                                                                                                                                                                                                                                                                                                                                |                        |
| <b>Contact Details</b>                       | For technical clarification/help regarding submission of the tender please contact to IWD office, Prefab C03, Mohanpur campus, Mohanpur-741252, <b>Tel: 033-61360000 (Extn. 1184)</b>                                                                                                                                                                                                                                                        |                        |

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



**Eligibility:** The Bidder should have executed one similar type of air conditioning ducting work value not less than 1.0 lakh or two similar works value not less than 0.6 lakh or three similar works value not less than 0.5 lakh in last five years. The bidder should have completed such type of work in any Govt. organizations/IITs/NITs/autonomous bodies.

- 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, 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 **04.08.2021 up to 15:00 hrs** positively. Late submission or any postal delay will not be accepted.
- 2.** The vendor should have the registered local office 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 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 the 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 submit the auto cad drawing of the entire work before starting the work and take necessary approval from the department.
- 4.** Vendor should complete the work as per BoQ given in NIT and necessary permission should be taken from the department.
- 5.** The vendor should take the necessary approval of the materials mentioned in BoQ before supplying at site.
- 6.** The vendor should complete the work within 15 days after 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 payment will be made after entire 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 completion of the entire work and the security money will be refunded after successful completion of six month warranty period.
- 8.** 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.
- 9.** The working site is IISER Kolkata Mohanpur campus.
- 10.** Vendor should take care of the existing property of the institute. Any damage during the work, the vendor is responsible for pay /Institute should deduct the amount from the bill.
- 11.** All the tools and tackles should be provided by the vendor.
- 12.** Vendor should responsible for any injuries to the workers during the work.
- 13.** 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.
- 14.** 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.



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15. The price shall valid till 120 days after opening of the tender.
16. The complete tender may be sent by post to the above mentioned address captioned **“Supply, installation, testing and commissioning of return air ducting of split type ducted AC at server rooms in AAC building of IISER Kolkata”**. 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.
17. 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.
18. 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.
19. The rates quoted by the Contractor shall include for supplying of materials, transportation, labour charges etc. in complete shape. 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: Supply, installation, testing and commissioning of return air ducting of split type ducted AC at server rooms in AAC building of IISER Kolkata.**

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 entirely.

**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-III (Page 1 of 2)**

**Pre-qualification criteria:**

|   |                                                                                                                                                                                                                                    |                      |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 1 | Name of the Contractor / Firm / Organization / Company.                                                                                                                                                                            |                      |
| 2 | Official Correspondence address at with contact person's name, telephone number, mobile number, <b>E-mail</b> etc. <b>(Mandatory for regular correspondence)</b>                                                                   |                      |
| 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)<br>b)<br>c)<br>d) |
| 6 | a) Details of Registration (Firm, Company etc)<br>i. Registering Authority<br>ii. Date<br>iii. Number<br>b) Details of Electrical license<br>i. Registering Authority<br>ii. Reg No.<br>iii. Date of issue.<br>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.<br><br>b) Details of GST                                                                                       |  |
| 8 | Details of transaction for submission of Cost of Bid (Please mention Bank Name & Branch, Transaction Ref. No, Date etc.)<br><br>i) Cost of Bid Document(Rs.500/-) |  |
| 9 | Bank Account Details of the Bidder (Account No. Bank Name & Branch, IFSC Code etc )<br><b>(Required for refunding any deposited money)</b>                        |  |

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



**ANNEXURE - IV**

**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**

**Sub:** Supply, installation, testing and commissioning of return air ducting of split type ducted AC at server rooms in AAC building of IISER Kolkata.

| Sl. No.                       | Item description                                                                                                                                                                                                                                                                                                                                                                                               | Qty.      | Rate (In Rs.) | GST (In Rs.) | Amount (In Rs.) |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------|--------------|-----------------|
| 1.                            | <b>Supply, installation, balancing and commissioning of 0.63 mm fabricated at site GSS sheet metal:</b> rectangular/round ducting complete with neoprene rubber gaskets, elbows, splitter dampers, vanes, hangers, supports etc. as per approved drawings and specifications of sheet thickness complete as required.<br>Makes: Sail, Jindal, Tata                                                             | 30 Sqmtr. |               |              |                 |
| 2.                            | <b>Supplying and fixing of 9 mm thickness duly laminated aluminum foil of mat finish closed cell Nitrile rubber (Class "O") insulation</b> on existing duct after applying suitable adhesive for Nitrile rubber. The joints shall be sealed with 50 mm wide and 3 mm thick self adhesive nitrile rubber tape insulation complete as per specifications and as required.<br>Makes: Supreme, armacell, armaxflex | 30 Sqmtr. |               |              |                 |
| 3.                            | <b>Supply, Installation, Balancing and Commissioning of Thermal insulated flexible ducting</b> of diameter 200 mm with necessary arrangement and fittings as required in complete shape.<br>Makes: Twiga or any reputed                                                                                                                                                                                        | 20 Mtr.   |               |              |                 |
| <b>Total amount (In Rs.)=</b> |                                                                                                                                                                                                                                                                                                                                                                                                                |           |               |              |                 |
| <b>In words:</b>              |                                                                                                                                                                                                                                                                                                                                                                                                                |           |               |              |                 |

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