



INSTITUTE FOR STEM CELL SCIENCE AND REGENERATIVE MEDICINE

Notice Inviting Tender

Works Contract for Assistance in Operation and general Maintenance (O&M) of Instrumentation/Preparative and Analytical Equipment/EPABX/Audio Visual and Audio-Video conferencing system/Access control system and Gas Lines etc installed at inStem campus, Bangalore

Tender No. inStem/INS/7/2022-23

Dated: 16/01/2023

Institute for Stem Cell Science and Regenerative Medicine
GKVK Campus, Bellary Road, Bangalore-560065
Website: www.inStem.res.in
Telephone-080-61948001/23008001

POA

Works Contract for Assistance in Operation and general Maintenance (O&M) of Instrumentation/Preparative and Analytical Equipment/EPABX/Audio Visual and Audio-Video conferencing system/Access control system and Gas Lines etc installed at inStem campus, Bangalore

inStem Introduction

The Institute for Stem Cell Science and Regenerative Medicine is a premier research institute in the field of research in stem cell biology under Department of Biotechnology Government.

Instruction to Bidders

Name of Work: Works Contract for Assistance in Operation and general Maintenance (O&M) of Instrumentation/Preparative and Analytical Equipment/EPABX/Audio Visual and Audio-Video conferencing system/Access control system and Gas Lines etc installed at inStem campus, Bangalore.

INSTEM invites bids in two bid system (Technical & Financial Bid) from experienced and reputed Contractors, agencies/firms engaged in Operation and Maintenance of EPABX System, Telephone Lines, Access control system and Gas lines having minimum of three-year experience in the field, as under: -

Tender No. inStem/INS/7/2022-23		Dated: 16/01/2023
Sr. No.	Type	Description
1	Name of Work	Works Contract for Assistance in Operation and general Maintenance (O&M) of Instrumentation/Preparative and Analytical Equipment/EPABX/Audio Visual and Audio-Video conferencing system/Access control system and Gas Lines etc installed at inStem campus, Bangalore.
2	Estimated Value	24,33,160/-
3	Earnest Money Deposit (EMD)	Bid securing declaration form to be submitted as per annexure-I
4	Tender Fees	500/-
5	Site Inspection and purchase of tender	Between 23/01/2023 to 30/01/2023
6	Pre Bid Meeting	06/02/2023 at 14.30 Hrs
7	Last Date of purchasing of tender document	30/01/2023 at 16.00 Hrs
8	Last date and time of submission	15/02/2023 at 15.00 Hrs
9	Opening of Technical bid	15/02/2023 at 15.30 Hrs
10	Opening of Financial Bid	Will be informed

Sealed tenders are invited in 2 COVER on behalf of Director, INSTEM, at office of in-Charge Senior Engineer from experienced venders in Instruments/Equipment. Agency/Contractor who has done similar type of work with proven technical and financial capacity, possessing required infrastructure for the above work only will be considered.

Tender documents consisting scope of work and set of conditions of contract to be complied with by the tenderers whose tender may be accepted can be obtained from the office of the in-charge Senior Engineer, INSTEM on any working day between 10:00 Hours to 16:00 Hours on payment of Rs.500/- in cash (non-refundable) from **23/01/2023 to 30/01/2023**

IMPORTANT NOTE

All bidders should attend the PRE-BID MEETING on **06/02/2023 at 14.30 Hrs** in the office of in-charge Senior Engineer, INSTEM. It is important for the vendor to attend the pre-bid meeting to understand the exact requirement and get clarification (if any) for tender condition and scope of work.

TENDER SUBMISSION

Tenders shall be submitted in two parts simultaneously in separate sealed covers, super scribed as "COVER-I (Technical Bid)" and "COVER-II (Price Bid)". Both shall have the tender reference number and name of the work clearly written at the top of the cover. The covers shall have the name / seal of the bidder. Tenders will be received up to **15/02/2023 at 15.00 Hrs** at the above address.

COVER-I of the tender will be opened on the same day at i.e. **15/02/2023 at 13.30 hrs** in the presence of available tenderers. Opening of COVER-II (Price bid) will be intimated only to those tenderers who are qualified after evaluation of Technical Bid.

Eligibility Criteria:

Bidders/Contractor must furnish documentary proof for the above along with the following mandatory information while making request for the tender documents.

1. Company's profile, Local Office status, Bankers, Manpower and Experience.
2. Valid registration certificate of the firm and Suitable Licence required execute for work.
3. Valid PF, Insurance, PAN and Goods Service tax registration certificates.
4. Work completion certificate as indicated in Eligibility criteria.
5. List to be furnished for number of qualified technical people in employment and their Qualification.
6. Latest income tax clearance certificate.
7. Two performance certificate from the client of the completed works.
8. Banker's Certificate from a Commercial Bank or Net Worth Certificate:
Banker's Certificate of the amount equal to 40% of the Estimated Cost put to tender (ECPT) OR Net Worth Certificate of minimum 10% of the estimated cost put to tender issued by certified Chartered Accountant with UDIN.

Financial Strength:

- (i) Turnover: Average annual financial turnover on Equipment/EPABX/Audio Visual and Audio-Video conferencing system/Access control system and Gas Lines, works should be at least 50% of the estimated cost put to tender during the immediate last three consecutive financial years. The value of annual turnover figures shall be brought to current value by enhancing the actual turnover figures at simple rate of 7% per annum.

Note: Issue of tender documents on the basis of the documentary eligibility alone will not make a tenderer eligible for participating in the bidding. The documents furnished by the tenderers will be subjected to verification subsequently by department. If found not meeting the requirement, such offers will be rejected.

COVER-I shall contain the following

Bid securing declaration form to be submitted as per Annexure-1

A list of works of similar nature and magnitude (**One work of value of minimum Rs.19.46 Lakhs or two works of value of minimum Rs.14.59 Lakhs each or three works of value of minimum Rs.9.73 Lakhs each**) completed in the last 3 years, with proof.

Certificate of Registration for Goods and Services Tax (GST).

Proof of technical, financial and organizational competence to execute the work of above nature and magnitude.

List of works on hand and Reference and contact details of similar completed & ongoing works.

Latest work experience certificate with respect to execution of similar works issued by client

COVER-II- Shall contain the following

Price bid fully filled, as per the given format

If clarifications are sought by the contractor during the bidding period, the same should be in writing. Both the clarifications from the tenderer and the response to the clarifications from **INSTEM** should be in writing and all such correspondences should be enclosed along with **COVER-I**.

Director, **INSTEM** does not bind himself to accept the lowest or any other tender, and reserves the authority to reject any or all the tenders or to allot parts of the works to different agencies without assigning any reason thereof.

NOTE: Each and every page of the offered bid shall bear the dated signature and seal of the contractor

The tenderers whose offers are found technically acceptable based on the technical evaluation, including, in case found necessary, inspection of works, executed/under execution by them, to ascertain the quality of work, workmanship, work culture etc., would be informed at the time and date of opening of "Price Bid". **The Price Bid shall contain only priced schedule of quantity in the printed format issued by INSTEM.**

No other format of price bid will be accepted

The tenderer shall furnish all the documentary proof mentioned above. Any tender which does not fulfil any of the prescribed conditions will be liable to be rejected.

It shall be noted that the safety of men, materials and tools used by the contractor towards this work, is wholly the responsibility of the contractor. In no case, **INSTEM** will be responsible for the safety of the men, materials and tools used by the contractor.

Rates quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words

Opening of Technical Bids

Technical bids will be opened on **15/02/2023 at 15.30 Hrs** by the Tender Committee. INSTEM shall evaluate the technical bid to pre-qualify the bidders.

Opening of Financial Bids

- 1) Exact date and time shall be communicated through official E- mail address given in the bid document to the qualified bidders.
- 2) Conditional bids would be summarily rejected.
- 3) In case no bid or single bid is received, or any other reason whatsoever, INSTEM may at its sole discretion cancel the whole tendering process or extend the last date and time of submission of the bid.
- 4) Any separately submitted discount letter on the financial price shall not be considered by INSTEM and shall be a ground for disqualification. Evaluation of financial bid shall be considered only on the quoted price in the financial bid submitted by the bidders.
- 5) Tenderers are advised to visit the site compulsory before quoting and get acquaint with the department's requirement. For site visit and for any queries please contact Office of Instrumentation inStem, GKVK campus, Bellary road, Bengaluru-560065.

Bid Securing Declaration form:

Tenders received without Bid declaration form will not be considered. No request for exemption in submitting bid declaration form will be considered.

Security Deposit: 2.5% of total value of the work done will be withheld as security deposit as per clause 1A of the GCC. The recovery on this account will be made from the running bills and final bill.

The security deposits recovered will be released after successful completion of work

and on submitting regional labor officer clearance.

Performance Guarantee: As per Clause-1 of the CPWD-GCC-2019, The successful tenderer has to submit the performance guarantee for an amount of 3% of his / their tendered amount in the form of DD or Bank guarantee. This performance guarantee will be returned to the contractor after due date from the satisfactory completion of the work, providing the work has been carried out in accordance with agreement provision and the same is not forfeited for any reason.

The Director-inStem does not bind himself / herself to accept the lowest or any other tender and reserves the authority to reject any or all tenders without assigning any reason. All the tenders, in which any of the prescribed conditions are not fulfilled or incomplete, in any respect, are liable to be rejected.

Validity Period of Tender: 75 days from the last day of receipt of technical bid. This Notice Inviting Tender (N.I.T) shall form the part of the Contract Document.

The Director-inStem reserves the right to postpone the tender issue date, submission/opening date and to accept or reject any or all tenders without assigning any reasons.

Tender completed in all respects shall be submitted as per the instructions given in the "Notice Inviting Tender" forming part of the tender document.

The successful tenderer on the acceptance of his tender by the inStem shall within Fifteen (15) days from the stipulated date of start of the work, shall sign the formal contract.

The tenderer shall sign all the pages of the tender documents and other documents submitted by him along with the tender.

The tenderer should ensure that amounts quoted should appear only in the price schedule document and nowhere else, otherwise, the tender is liable to be rejected.

The Director- inStem reserves the right of accepting the whole or part of any tender and tenderer shall be bound to perform the same at the rate or amount quoted.

The successful tenderer shall be required to execute an agreement with the inStem for carrying out the work as per the agreed conditions. The cost of stamp paper for the agreement shall be borne by contract or as per the state stamp act.

Tenderers are advised to visit the site compulsory before quoting and get acquaint with the department's requirement. For site visit and for any queries please contact Office of Instrumentation inStem, GKVK campus, Bellary road, Bengaluru-560065.

Contact details: 080-23666067/080-61948218.

Email: kavinash@instem.res.in



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In-Charge Senior Engineer

