

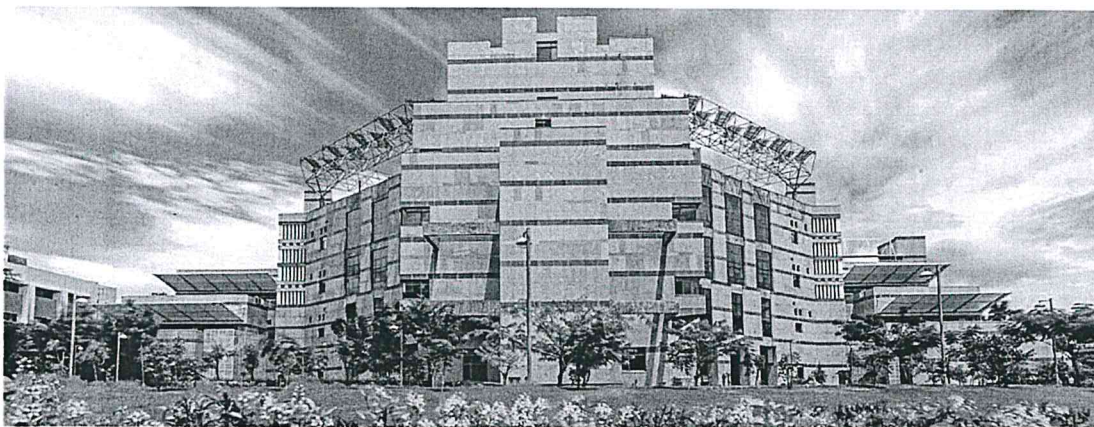
INSTITUTE FOR STEM CELL SCIENCE AND REGENERATIVE MEDICINE
(Autonomous Institute of the department of Biotechnology, Government of India)
GKVK Campus, Bellary Road, Bangalore-560065
Phone: 2366359/ 23666354 – Fax: 23636662

REQUEST FOR PROPOSAL (RFP)

For


“Consultancy services for Up-gradation and revamping of existing designated animal rooms into ABSL 3 (Animal Biosafety Level -3) facility including Conceptual Design, Testing, 3rd Party Validation, Documentation”

RFP NO:INS/W-5025/2021/2022(Y)



INSTITUTE FOR STEM CELL SCIENCE AND REGENERATIVE MEDICINE
(Autonomous Institute of the Department of Biotechnology)
NCBS, GKVK Campus, Bellary Road, Bangalore – 560 065
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	<p style="text-align: center;">INSTITUTE FOR STEM CELL SCIENCE AND REGENERATIVE MEDICINE (Autonomous Institute of the department of Biotechnology, Government of India) TIFR-NCBS campus, GKVK , Bellary Road, Bangalore-560065 Phone: 2366359/ 23666354 – Fax: 23636662</p>
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RFP NO:INS/W-5025/2021-2022(Y)

Sealed tenders are invited in Two Parts, (I- Technical Bid and II- Price Bid) on behalf of the Director, inStem, Bangalore for the work of “**Consultancy services for Up- gradation and revamping of existing designated animal rooms into ABSL 3 (Animal Biosafety Level 3) facility including Conceptual Design, Testing and 3rd Party Validation Documentation**” from well experienced, competent and specialized consulting firms in designing similar nature of work, **up to 15.00 Hours on 05/11/2021.**

DETAILS OF TENDER:

1	Estimate value	Rs. 9,80,000.00
2	Earnest Money Deposit	Bid securing declaration form to be submitted as per annexure-I
3	Period of work	One month
4	Cost of tender document	Nil
5	Date of Publishing	21/10/2021
6	Last date for sale of documents	03/11/2021
7	Last date of Tender Submission	05/11/2021
8	Opening of the Technical Bid	05/11/2021
9	Opening of Price bid	Will be communicated separately

The Tender document RFP document can be downloaded directly from the following website

www.inStem.res.in/Tenders and
<https://eprocure.gov.in/epublish/app>



1. PURPOSE OF THE PROJECT;

InStem proposes to establish the BIO SAFETY LEVEL-3 facility for animal research with necessary infrastructure with a designated area of approx. 220.0 sqm in the existing animal facility. The proposed BIO SAFETY LEVEL-3 facility shall be designed for maximum capacities with provisions for utility equipment. The facility is to be conceptualized, designed and engineered to comply with the national and international regulatory standards.

2. SCOPE OF WORK;

InStem, Bangalore intends to upgrade and remodel the existing animal facility space located at Basement floor of laboratory building according to the acceptable regulatory recommendations established by the WHO and other standard regulatory related for the regular operation of an ABSL-3 facility. This is an educational-research & development establishment. The purpose of the proposed facility is to enable research for drug development and disease amelioration. Users will not go for commercial production of any vials/ ampoule in large scale and should be used as an R&D study establishment.

The specific requirement of the ABSL 3 requirements along with the stipulated indoor climate guidelines confirming to WHO recommendations as applicable for the ABSL-3 facility.

The major scope of work expected from consultants are as follows. The firm shall have to carry out conceptual engineering to establish ABSL-3 facility matching to the national and international standards. The conceptual design so carried shall form the basis and to aid for further works in this process;



STEP 1 (CONCEPTUAL DESIGN)

- Feasibility studies and master planning.
- Preparation and Finalization of the layout as per regulatory requirements.
- Preparation and finalization of the layout for services such as AHU placements, Electrical panels etc.
- Freezing of Process Flow and all Process Parameters.
- Freezing of equipment list and its equipment position.
- Common Understanding of Material and Personnel Flow.
- Evaluation of Appropriate Material Handling Concepts.
- Evaluation of existing materials available at location and ways to salvage those items to an extent possible.
- Aid and advise in preparing the estimate and specification for the procurement of construction and detailed engineering.
- Approximate Budgetary estimate.
- Set of Drawing and documents related conceptual study.

Further during this phase special attention to be given for following:

- GMP concepts
- Material & Personnel Flow
- Minimizing potential of cross- contamination
- 100% Safety design

STEP-2: 3RD PARTY VALIDATION

- The firm shall provide necessary support to obtain 3rd party validation and certification including documentation.
- Conduct thermal mapping and validation



3. PRE-QUALIFICATION CRITERIA:

The firms shall meet the following prequalification criteria and submit the documentary evidence in the technical bid.

- At least 10 years' experience in designing BSL-3, ABSL-3 facilities, Animal Facilities and or pharmaceutical cleanroom facilities. The company (entity) should have successfully completed independently at least one similar work equivalent or more than 220sqm area of ABSL-3. The term "similar work" implies that the firm should have a track record for consultancy/design of uncontaminated animal facility, ABSL 3 laboratory in any Central Govt./State Govt./PSU/Autonomous Bodies/Reputed laboratory institutes and other Govt. Department etc. If required, the site may be inspected (at the risk and cost of participating company) by the competent authority of InStem. Tenders shall be submitted with all supporting documents i.e., formal contracts received from the institutes,
- Must have experience (as a professional/ entrepreneur/ consortium) designing a minimum of two or more BSL-3/ABSL-3 /Animal facilities that have received all requisite regulatory approvals and or by respective competent authorities/ agencies
- Capable of designing, executing and validating HVAC requirements to meet national and international BSL-3 standards.
- Preferably, based in Bangalore to avoid travel restrictions during pandemic and keep the project on schedule and for enabling continuous support whenever required on urgent basis.
- Provide end to end validation and documentation and clean room consultation
- On site instrument calibration services
- Have a certified calibration laboratory
- Capable of designing, executing and validating HVAC requirements to meet national and international BSL-3 standards
- Must be able to design and execute construction as well as comprehensive validation of a cleanroom to meet national international BSL-3 standards



- Must be able to conduct thermal mapping and validation
- All calibrations should meet ISO/IEC 17025 (2005) standards or higher
- The firm should have in-house personnel with experience in consultancy of minimum four ABSL/ BSL-3 facilities in INDIA in the last Four years. The firm should have proven track record of successful service of deign Certificate of satisfaction a must from at least two institutions on original letter head. (Please DO NOT submit any information pertaining to either clean room or ABSL 2 facility)
- A proof of form of Organisation like Certificate of incorporation along with PAN card in the name of the company (entity) must be furnished.
- The company (entity)shall attach copy of ITCC of last 3 years or ITR of last 3 years otherwise bids will not be considered.
- The company (entity)has to give an undertaking on their 'Letter head' that they have not engaged in any legal litigations or appeared in any type of court trial during five years or blacklisted by any of the Govt. Depts./Govt. Institutions etc.

Copy of all documents of pre-qualification criteria and as asked for in the tender may please be attached with the Technical Bid ONLY. In case of short fall of any documents/cost of tender, tender will summarily be rejected and no queries will be entertained in this regard. Decision of the inStem , Bangalore authority shall be final in this regard.

4. CRITERIA FOR EVALUATION OF THE TECHNICAL BID:

All offers should be in two parts viz., Technical and Price Bids separately. (Interested firms are strongly urged to visit the site for physical check and status of the site condition, the contact no. 9844667634 (Mr. Rakshith K) may be used for this purpose for prior appointment).



The details submitted by the bidders will be evaluated in the following manner:

- a) Experience in similar nature of work during the last ten years **(25marks)**
- b) financial strength **(10 marks)**
- c) Performance on works **(25 marks)**
- d) Personnel Experience, potential understanding and establishment **(20 marks)**
- e) technical expertise **(15 marks)**
- f) Site visit **(05marks)**

To become eligible for short listing for opening of the price bid the bidder must secure at least **fifty percent** marks in each attribute (a) to (e), full **marks** in attribute (f) and **sixty percent** marks in aggregate. The institute, however, reserves the right to restrict the list of such qualified contractors to any number deemed suitable by it. Even though any bidder may satisfy the above requirements, he/she would be liable to disqualification if he/she has:

- a. made misleading or false representation or deliberately withheld information in the forms, statements and enclosures required in the eligibility criteria document
- b. record of poor performance such as abandoning work, not properly completing the contract, or financial failures/ weaknesses etc.

5. PAYMENT TERMS: -

- a) 50% will be paid against freezing layout and conceptual engineering.
- b) 50% payment will be released on subject to PBG for 3% of the order value after Handing over of drawings and documents and after validation of the facility.

6. OTHER CONDITIONS

a) **Bid Securing Declaration form:**

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

- b) **Security Deposit:** 2.5% of total value of the work done will be withheld as security deposit. The recovery on this account will be made from the running bills and final bill. The security deposit so recovered will be released after successful completion of work.



- c) **Performance Guarantee:** 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 service provided in accordance with agreement provision and the same is not forfeited for any reason.
- d) The Director, inStem does not bind herself / himself to accept the lowest or any other tender and reserves the authority to reject any or all tenders without assigning any reason.
- e) All the tenders, in which any of the prescribed conditions are not fulfilled or incomplete, in any respect, are liable to be rejected.
- f) **Validity Period of Tender:** 75 days from the last day of receipt of technical bid.
- g) 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.
- h) The successful tenderer on the acceptance of his tender by the inStem shall within **Ten** days from the stipulated date of start of the work, shall sign the formal contract.
- i) The tenderer shall sign all the pages of the tender documents and other documents submitted by him along with the tender.
- j) 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.
- k) **Confidentiality:** All the firms participating and engaging with our institute for this work shall strictly ensure confidentiality of all the information about the project and will not disclose nor re-purpose any information either whole or part to any third party without prior written permission from the inStem.
- l) 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 contractor as per the state stamp act.
- m) All litigations should be under the jurisdiction of Bangalore, Karnataka region.
- n) Tenderers are advised to visit the site before quoting and get acquainted with the department's requirement. For site visit and for any queries please contact Office of Purchase – inStem, GKVK campus, Bellary Road, Bengaluru- 560 065.

Contact details: 080-2366 6341.

Email: purchase@instem.res.in



g) METHOD OF SUBMISSION OF TENDER:

The tender has to be submitted in the system as follows:

- a) First Sealed cover shall contain Bid Declaration form, Technical Bid and Superscribed as “Technical Bid for **Consultancy services of Up- gradation and revamping of existing designated animal rooms into ABSL 3 (Animal Facility - ABSL 3) facility including Conceptual Design, Testing and 3rd Party Validation Documentation**”. This will be opened on **05/11/2021** (the same day).
- b) Second Sealed cover shall contain the duly filled and signed and super scribed as “Price Bid for. “Technical Bid for **Consultancy services for Conceptual design of Up- gradation and revamping of existing designated animal rooms into ABSL 3 (Animal Facility - ABSL 3) facility including Testing and 3rd Party Validation Documentation**”. The date of opening of the price bid will be communicated separately.
- c) Final Sealed cover shall contain both indicated at (a) and (b) above and duly Superscribed as “Tender for inStem - “**Consultancy services of Up- gradation and revamping of existing designated animal rooms into ABSL 3 (Animal Facility - ABSL 3) facility including Conceptual Design, Testing and 3rd Party Validation Documentation**”. Sealed cover has to be addressed to “The Director, inStem, GKVK Campus, Bellary Road, Bengaluru, – 560065.

Sealed tenders are to be deposited in the Box kept for the purpose at the Security office- NCBS, or Handed over at the office of inStem Purchase section on the due date.


Administration Officer (Purchase)
InStem, GKVK Campus, Bellary Road,
Bengaluru – 560065



ANNEXURE-I

Bid Securing Declaration Form

Date: _____

RFP No. _____

To:

Institute for stem cell science and regenerative medicine
GKVK campus
Bellary Road
Bangalore – 65

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration. I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Seal (where appropriate)



Request for proposal

FOR

“Consultancy services of Up- gradation and revamping of existing designated animal rooms into ABSL 3 (Animal Facility - ABSL 3) facility including Conceptual Design, Testing and 3rd Party Validation Documentation”

“COVER-2 : PRICE BID”

OCTOBER, 2021

(RFP No.: INS/W-5025/2021-2022(Y))



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FINANCIAL PROPOSAL

NAME OF THE WORK; CONSULTANCY SERVICES FOR UP- GRADATION AND REVAMPING OF EXISTING DESIGNATED ANIMAL ROOMS INTO ABSL 3 (ANIMAL FACILITY - ABSL 3) FACILITY INCLUDING CONCEPTUAL DESIGN, TESTING AND 3RD PARTY VALIDATION DOCUMENTATION.

RFP No. :

Sl.No.	Work	Unit	Amount in Rs.
1	Conceptual study and design as per national and international regulatory requirements and as detailed in the scope of the work.	Job	
2	3 rd party validation and documentation and as detailed in scope of work.	Job	
	Total	Rs.	
	GST @18%	Rs.	
	Total	Rs.	

Total amount in words:

(.....

.....)

I hereby declare that I have read all the terms and conditions in the RFP and quoted accordingly. The above quoted amount inclusive of all taxes, statutory requirements and no extra shall be applicable to the department.

Seal and Signature of the Bidder



Micro and Small Enterprises (MSEs):

1. Micro and Small Enterprises (MSE) must, along with their offer, provide proof of their being registered as MSE (indicating the terminal validity date of their registration) for the item tendered, with any agency mentioned in the notification of the Ministry of Micro, Small and Medium Enterprises (Ministry of MSME)
2. The MSEs are exempted from payment of earnest money and tender fees subject to furnishing of relevant valid certificate for claiming exemption as per privilege rules of Government of India.
3. The bidder submits registration of Udyog Adhar Memorandum (UAM) by Ministry of Micro Small and Medium Enterprises (MSME) vendors on Central Public Procurement Portal (CPPP). The bidders who fail to submit UAM number shall not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs Order 2012 issued by MSME.

PRICE

The Tenders to be quoted in INR. For imported goods, to be quoted in currency of the approved currency from RBI. The price/s quoted shall be firm till the complete execution of the order. All details relating to price, price breakup, inland transportation, documentation, taxes and duties, levies, freight charges, delivery terms, mode of payment, mode of Dispatch, Insurance should be clearly stated.

This invitation is only for Class “1” and Class “2” Suppliers as prescribed in “Public Procurement (Preference to Make in India) order 2017 of GOI. Dept of DIPP” (OM No. P-4502/2/2017-PP(BE-II) dated 04th June, 2020. Necessary certification for local content must be submitted by the prospective bidders strictly as per Annexure – II attached with the tender document.

For indicating the price, the tenderers may choose any/all of the following: **The ‘Class-I Local Supplier’ / ‘Class-II Local Supplier’ at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for ‘Class-I Local Supplier’ / ‘Class-II Local Supplier’ as the case may be.**

As per O.M No. F.No.6/18/2019-PPD, dt.23/07/2020, the following condition to be fulfilled and the bidder to submit the following declaration on their Letter head.

I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is Registered with the Competent Authority.

II. “Bidder” (including the term ‘tenderer’, ‘consultant’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

III. “Bidder from a country which shares a land border with India” for the purpose of this Order means:-

- a. An entity incorporated, established or registered in such a country; or
- b. A Subsidiary of an entity incorporated, established or registered in such a country; or
- c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
- d. An entity whose beneficial owner is situated in such a country; or
- e. An Indian (or other) agent of such an entity; or
- f. A natural person who is a citizen of such a country; or
- g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.



Annexure – II

Certificate for Local Content

“We (name of manufacturer) hereby confirm in respect of quoted item(s) that Local Content is equal to or more than 50% and come under “Class-I Local Supplier” Category. As being “Class – I Local Supplier”, we are eligible for Purchase Preference under “Make in India” Policy vide GOI Order No.P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018, 29.05.2019 and 04.06.2020).

OR

“We (name of manufacturer) hereby confirm in respect of quoted item(s) that Local Content is more than 20% but less than 50% and come under “Class-II Local Supplier” Category.

The details of the location (s) at which the local value addition made is/are as under:

- 1.
- 2.
- 3.

*Strike out whichever is not applicable

Date:

Seal & Signature of the Bidder

NOTE:

1. Self-certification that the item offered meets the minimum local content (as above) giving details of the location(s) at which the local value addition is made in case the bidder wishes to avail the benefits under the make in India policy, if applicable.
2. In cases of procurement for a value in excess of Rs.10 crores, the local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content to avail the benefits under the make in India Policy, if applicable.



Declaration of Compliance of Order (Public Procurement No.1, 2 & 3) dtd 23-Jul-2020 & 24 Jul 2020 on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017

This declaration must form part of all tenders & it contains general information and serves as a declaration form for all bidders. (Before completing this declaration, bidders must study the General conditions. Definitions, Govt Directives applicable in respect of Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 & prescribed tender conditions).

DECLARATION BY AUTHORISED SIGNATORY OF THE FIRM

I, the undersigned, (full names), do hereby declare, in my capacity as of M/s. (name of bidder entity), that:

- 1) The facts contained herein are within my own personal knowledge.
- 2) I have read the Order (Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 on the subject of Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 regarding restrictions on procurement from a bidder of a country which shares a land border with India and comply to all the provisions of the Order.
- 3) I certify that M/s. (name of bidder entity) ***is not from such a country or, is from such a country (strike out whichever is not applicable)***, has been registered with the Competent Authority. I hereby certify that the SUPPLIER fulfills all requirements in this regard and is eligible to be considered. (Where applicable, evidence of valid registration by the Competent Authority is attached).
- 4) I understand that the submission of incorrect data and / or if certificate / declaration given by M/s. (name of bidder entity) is found to be false, this would be a ground for immediate termination and further legal action in accordance with law as per clause 12 of the Public Order on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017.

AUTHORISED SIGNATURE: _____

DATE: _____

Seal / Stamp of Bidder

