



Indian Association for the Cultivation of Science

Jadavpur, Kolkata-32

Tele: 033-2471-2845 Email ID: wssb@iacs.res.in Website: www.iacs.res.in

**EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF
VENDORS FOR SUPPLY OF DIFFERENT MATERIALS RELATED TO MECHANICAL,
ELECTRICAL, CARPENTRY WORKS, GLASS BLOWING, REFRIGERATION & AC
WORKS.**

No. 1.523/EOI/2019-20/37, Date 20.06.2019

Application in prescribed form are invited from eligible, resourceful Vendors for enlistment of Supplying of different materials related to Mechanical, Electrical, Carpentry, Glass Blowing and Refrigeration & AC works in the Jadavpur Campus of IACS, Kolkata - 700 032. Application forms may be collected from the Office of Workshop Superintendent-II, Engineering and Workshop Building, IACS on payment of Rs.500/+GST@ 5% = Rs.526/- (non-refundable) by D.D/P.O/B.C in favour of "Indian Association for the Cultivation of Science" or Debit or Credit Card/Net Banking on all working days from 25.06.2019 to 15.07.2019 in between 11.00 am to 2.00 pm. The enlistment form may also be downloaded from our website www.iacs.res.in shall be submitted along with the duly filled in Application Form. A discussion shall be held on 08.07.2019 at 3.30 P.M in the Meeting Room of Workshop Building for clarification of any doubt regarding filling up of the Enlistment Form. The complete form with all necessary documents is to be submitted in the Tender Box kept in the Engineering Workshop latest by 15.07.2019 at 3.00 P.M.

**Purbasa Banerjee
(Acting Registrar)**



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Indian Association for the Cultivation of Science (IACS), Kolkata invites expressions of interest for empanelment of Vendors for supplying any one or more of the following categories of items:

Code No.	Category	Particular / Name Of Item	Manufacturer(M) Authorized Agent(A) Retail Supplier (R) Service Provider(S)
1	Mechanical	Ferrous and non-ferrous metals, Non-metals like Perspex, Ebonite, nylon, Teflon, fasteners, tools, accessories and many mechanical Items.	
2	Electrical	Lamps & lighting Fixture, Measuring meter, Distribution Board , LED Lights, Plug, Switch, Socket, Wire, Electric Fitting/ Accessories etc. Fan (Ceiling/Table/Wall), Water Heater, lugs, Modular Boxes, heating coils, Potentiometers, Screws, tools& accessories and many other electrical Items.	
3	Carpentry	Wood, Plywood, Lamination, Door closer, Floor spring, Door and Cabinet handle, Drawer Channel, Keyboard Channel, Screws, Nails, Tools & accessories and wood working others items.	
4	Glass Blowing	Borosil make Glass Tubing's, Glass joints, Stop cocks & Laboratory Glassware's, Tools and accessories.	
5	Refrigeration & AC	AC ,related tools & accessories and Spare parts, Refrigerant Gases & Others Items	

Interested vendors/Service Providers may submit their expressions of interest in the Proforma attached at Annexure-I, along with the following supporting documents in an envelope super scribed "**Expression of Interest for Empanelment of Vendors for supplying (Category)**" of the following categories :

- Up to Rs. 5.00 lakh
- From Rs. 5.00 Lakh to Rs. 10.00 Lakh
- From Rs.10.00 lakh to 20.00 Lakh



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ELIGIBILITY CONDITIONS:

The following documents shall be submitted along with the duly filled in Enlistment Form :

1. Copies of Registration Certificate of **GST / TIN No.**
2. **PAN** Card of the firm.
3. Registration Certificates with **GeM.**
4. List of products along with specifications, make and model No.
5. Current dealership agreement from Principal/Manufacturer along with SSI/NSIC certificate
6. Audited Statement of Accounts for the last three financial years.
7. Affidavit/ undertaking shall be presented, that the Firm is not being blacklisted by any Govt. Agency/ Department.
8. List of clients presently being served by the agency in the last three years with Contact Name, Address and the contact mobile no with email/web address.
9. Bank Details on letter head along with cancelled cheque.
10. (a). Eligibility Criteria for Category (i) is 4.00 lakh in a Single P.O or Rs. 3.00 lakh in two separate P.O or Rs. 2.00 lakh in three separate P.O
(b). Eligibility Criteria for Category (ii) and (iii) 80% value of Single P.O or 60% value of two separate P.O or 40% value of three separate P.O
11. Offers should be accompanied by a non refundable **Demand Draft of Rs.500/- Plus GST 5% (Rs.526/- rounded) in favour of "Indian Association for the Cultivation of Science"** payable at Kolkata.
12. On receipt of the registration form along with the requisite documents as mentioned above the supplier shall be registered with the IACS after duly Scrutiny.

TERMS & CONDITIONS:

1. The vendor from the empanelled list who shall be selected for specific quotation shall be responsible for supplying the items in required quality and quantity.
2. The validity of empanelment will be initially for two years. The empanelment may be extended for another one year depending on the performance of the agencies. The authority reverses the right to include/exclude any new agency at any time.
3. The decision of IACS, on both the empanelment and finalization of list of empanelment shall be final and no queries or appeal for review shall be entertained.
4. IACS reserves the right to cancel the empanelment (entire/partial) at any time without showing any reason, whatsoever.



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5. The said registration, only qualifies a particular vendor for consideration for issue of tender documents in case of limited tenders for relevant category of supply, only for which vendor is registered /empanelled. However, this will not give any claim to the party for award of work/ or purchase order.
6. We reserve the right to reject any or all applications without assigning any reasons thereof. The decision of IACS-Kolkata, in respect of registration of parties for various categories of work / items shall be final & binding on all concerned registered firms / vendors in the panel of IACS-Kolkata.
7. Vendors once empanelled, shall have to promptly reply to all the enquiries, execute orders as per the terms & conditions enshrined in the contract.
8. The vendor should not assign or sublet the empanelment or any part or it to any other vendor in any form.
9. In all future correspondence with IACS-Kolkata, empanelled vendors are required to quote the GSTIN Registration No.
10. The IACS-Kolkata has all the rights reserved to add / delete / alter any of the terms and conditions included in the registration form issued to firms with mutual understanding.
11. Incomplete expressions of interest not in proper format or received after the due date shall not be entertained.
12. Vendors / Firms registered with GeM(Government e-Market) (for items specified by GeM), shall be considered for registration/empanelment at IACS-Kolkata, on the basis of registration certificate of such agencies along with other certified and valid documents.
13. Termination for Default : Default is said to have occurred when (i) if the vendor fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by IACS-Kolkata. (ii) If the vendor fails to perform any other obligation(s) under the empanelment.
14. If the vendor, in either of the above circumstances, does not take remedial steps within a prescribed period as noticed by IACS-Kolkata or takes longer period in spite of what IACS-Kolkata prescribed in writing, IACS-Kolkata may terminate the empanelment/ purchase order in whole or in part.



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Vendors can apply for one or more of the aforesaid mentioned categories (i) / (ii)/ (iii) for enlistment.

Interested vendors may submit their application form duly filled in superscribing **"Expressions of Interest for Empanelment of Vendors for supplying"** to the Registrar, Indian Association for the Cultivation of Science (IACS), Jadavpur, Kolkata-700032 latest by **15.07.2019 AT 3.00 PM.**

Your EOI should be dropped in the **Tender Box kept in the Engineering Workshop Building.**

The EOI Documents will be opened on the same day i.e. **15.07,2019.** at 3.30 PM in the presence of vendors who wish to attend.

Last Date & Time of Submission of EOI:	15.07.2019, 3.00 PM



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DECLARATION

1. I/We _____,
(Names of proprietor(s)/partners or shareholders) hereby declare that the information provided in this application form are true to the best of our knowledge and that we shall be bound by the acts of duly constituted attorney.

2. I/We also hereby declare that all matters related to "Indian Association for the Cultivation of Science" shall be treated as confidential and no information shall be passed on to any unauthorized person without written permission of the Competent Authority of IACS, Kolkata.

3. Mr. _____,
whose signatures are appearing below, is/are the authorized representative(s) of the firm.

4. I/We also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.

5. I/We assure that if empanelled, the firm will serve "Indian Association for the Cultivation of Science", Kolkata for a minimum period of two year.

6. I/We have read and understood all the "Terms and Conditions" of IACS, Kolkata, as mentioned in this document and consciously agree to abide by them.

Signature of Partners / Proprietors:

Place :

Signature of authorized representative of the firm with stamp:

Date:



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APPLICATION OF ENLISTMENT OF VENDORS /SUPPLIERS AT I A C S

APPLICATION FORM FOR CATEGORY (i) / (ii) / (iii)

	Details of Suppliers/Vendors	Description to be filled by the applicant
1	Name of the firm	
2	Address	
3	Web site Address	
4	Address of Registered Office	
5	Name of Contact Person	
6	Telephone-Landline/Mobile No.	
7	Telephone-Fax	
8	e-mail address	
9	Nature of Company. Whether Sole Proprietorship, partnership, private Ltd	
10	GST registration No.	
11	Income Tax PAN No.	
12	IT return copy for last 5 years	
13	Month & Year of establishment of company	
14	Banker's Name & Address Branch Name :-	
15	State the category for which enlistment is sought	
16	Supply Credentials in last three years	
17	Whether GeM Registered or Not (if yes, provide certificate)	

I confirm to abide by the rules & regulations for enlistment & certify that the information furnished above is true & correct.

Date and Place :

Full Signature of the applicant with stamp of the Firm

Instructions in brief :

1. All columns should be filled up properly & enclosures be furnished.
2. Last date of submission of form to be mentioned on the sealed envelope.
3. Application money is not refundable even if enlistment is not made. Enlistment is dependent on fulfilment of all terms & conditions.
4. Decision of authority is final & binding.
5. For the downloaded form a Demand Draft drawn in favour of the Registrar, Indian Association For the Cultivation Of science, to be submitted with the form.



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6. The IACS reserves the right to accept or reject any application