



Indian Association for the Cultivation of Science

2A & 2B, Raja S.C. Mullick Road, Kolkata – 700032, West Bengal, India.

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E-mail : registrar@iacs.res.in website: www.iacs.res.in

NIT No. : IACS/WS/ELECT/2018-19/72

Date : 03-12-2018

Sub: Purchase of Electrical materials for Repairing and Maintenance Work at IACS.

“Indian Association for the Cultivation of Science” invites Sealed Tenders (Two bid system) for purchasing Electrical materials for day to day repairing & Maintenance work as details given below. Complete tender bids should reach the **Registrar, Indian Association for the Cultivation of Science, 2A & 2B, Raja S C Mullick Road, Jadavpur, Kolkata 700032, West Bengal, India**, on or before the scheduled date & time specified below to our dispatch section:

Detail of Tender Venue:

Cost of Tender Form	Tender paper may be purchased from Workshop department of IACS, Jadavpur against payment of Rs.500.00 + 5% GST= Rs.526/- rounded (Rupees Five Hundred Twenty Six only) per set (non-refundable) in cash. Otherwise it can be down loaded from our web site (www.iacs.res.in) in the form of Demand Draft or Pay Order or Banker's Cheque of a scheduled bank in favor of “Indian Association for the Cultivation of Science”, payable at Kolkata, with their tender or their tender will be summarily be rejected.
Estimated Cost	Rs. 7,77,953/- (Rupees Seven Lakh Seventy Seven Thousand nine Hundred fifty three Only)
Earnest Money Deposit	The Earnest Money Deposit of Rs. 15,560.00 (Rupees Fifteen Thousand Five Hundred Sixty only) to be submitted with the tender in the form of Demand Draft or Pay Order or Banker's Cheque of a scheduled bank in favour of “Indian Association for the Cultivation of Science” payable at Kolkata, failing which the tender shall be summarily be rejected.
Tender issue date	03.12.2018 to 21.12.2018
Date of Pre-Bid Conference	18.12.2018 at 3.30 P.M in the Meeting Room of Engineering Workshop Building
Last Date and Time of Submission of Tender	21.12.2018 (up to 4.00 PM) to Tender Box kept in the Engineering Workshop Building.
Date of Opening of Tender	21.12. 2018 at 4.30 PM in the Meeting Room of Engineering Workshop Building in the presence of Bidders.
Contact Details	(033) 2473 3372/ 2473 5904 Ex – 1700, 1164

Terms & Conditions as under :

- 1).** Incomplete & Conditional quotation & quotations received after due date will be summarily rejected without assigning reasons thereof.
- 2).** The outer cover of the envelop should be super scribed as “**Quotation for Purchase of Electrical materials for Repairing and Maintenance Work at IACS**”, Tender No., with date.
- 3).** The quotation submitted shall remain valid at least 90 days from the date of opening the quotation .
- 4).** The rate should be inclusive all taxes, transportation etc.(as per our Price bid format). Nothing extra will be paid in addition to the quoted rate . Price should quoted in Indian Rupee.
- 5).** Mode & Method of Submission of Tender :- The Bidder must submit their offer in two Parts. PART – I (Technical Bid) containing Credentials towards similar nature of supply, DD/PO/BC of Tender Cost, EMD, PAN No, GST Registration Certificate, Bank details as per Application Form. No Price indication shall be part of Technical Bid
PART – II (Price Bid) containing only the Price Bid duly filled in our prescribed format.
After properly sealed the above PART – I and PART – II, both are put inside a sealed bigger envelope and super-scribed with Quotation No. and date.
- 6).** Payment : Within 90 days from the date of bill submission with accepted Material from store/Indenter fully.
- 7).** Acceptance of Quotation : IACS authority does not bind itself to accept the lowest quotation & reserves the right to reject any or all the quotations received without assigning any reason thereof in the interest of IACS .
- 8).** Quality certificate from manufactures where required are to be furnished..
- 9).** Supplier should provide copy of PAN No. ,GSTIN No. & Trade License No. etc. along with sealed quotation failing which the tender will summarily be rejected.
- 10).** Validity of Quotations beyond 90 days from the date of opening of the quotation shall be by mutual consent .
- 11.)** Price bid in one Envelop to be put in Main envelop with Other Documents with a covering Latter to be submitted Positively to our dispatch section .
- 12).** The EMD shall be treated as part of the Security Deposit for the successful bidder. Refund of EMD will be given along with payment of bill.
- 13).** The EMD of unsuccessful bidders will be returned after receiving the acceptance letter of the purchase order from the lowest bidder. The unsuccessful bidders should apply to collect their EMD.
- 14).** Free delivery to the Workshop Store, IACS, Jadavpur, Kolkata – 700032
- 15).** Any defective material or specification not match as per schedule/ instruction it should be changed within 02 (days) by the supplier otherwise payment will not be released for this reason.
- 16).** Delivery time of materials within 30 (fifteen) days from the date of receiving purchase Order copy by the Vendor failing which Order will be automatically cancelled without any further notice or communication and EMD will be forfeited.

Acting Registrar

ELIGIBILITY CONDITIONS:

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

1. Copies of Registration Certificate of **GST / TIN No.**
2. **PAN** Card of the firm.
3. Registration Certificates with **GeM.**
4. Current dealership agreement from Principal/Manufacturer along with SSI/NSIC certificate.
5. Affidavit/ undertaking shall be presented, that the Firm is not being blacklisted by any Govt. Agency/ Department.
6. 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.
7. Bank Details on letter head along with cancelled cheque.
Eligibility Criteria :- 80% value of Single P.O or 60% value of two separate P.O or 40% value of three separate P.O
8. Offers should be accompanied by a non refundable **Demand Draft of Rs.500/- Plus GST 5% in favour of "Indian Association for the Cultivation of Science"** payable at Kolkata.
9. **The Earnest Money Deposit of Rs. 15,560/-**(Rupees Fifteen Thousand Five Hundred sixty only)

Contractor Information Sheet

	Details of Contractor	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.

TENDER

I / We have read , examined and agree the notice inviting tender, schedule of quantities, terms and conditions and all other contents of the tender document.

I/We hereby tender for supply of the material as per schedule of quantities, specification, and instruction.

I/We agree to keep the tender open for 90 days from the date of submission for acceptance and not to make any modification in its terms and conditions.

A sum of Rs.....is hereby forwarded in the form of Demand Draft / bankers Cheque / Pay Order of a Scheduled Bank as earnest money deposit which shall be retained by IACS as a part of security deposit.

I / We agree that if I/We fail to commence the supply as specified in the schedule of quantities, an amount equal to the amount of the earnest money mentioned above shall be absolutely forfeited to the IACS without prejudice to any other right or remedy available in law.

Date. _____

Signature of Bidder with Seal.

Postal Address _____

Contact No. _____

Witness _____

Occupation _____

Address/ _____
