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INSTITUTE FOR STEM CELL BIOLOGY AND REGENERATIVE MEDICINE
(Autonomous Institute of the department of biotechnology)
GKVK Campus, Bellary Road, Bangalore – 560 065
Phone: 23666359/23666354.

NIT No. Instem/Maint (Civil)/565(2)/NIT-37/2021.....Dated: 20/01/2021

1. Sealed item rate tenders are invited in two cover system for the following work, on behalf of the Director, INSTEM and will be received in the Office of the Civil Maintenance, INSTEM Bangalore from Contractors who have executed works of similar nature and magnitude.

Sl. No.	Description	Approx. Cost	Earnest Money deposit	Cost of tender document	Completion Period
1	“Maintenance of landscape and horticulture works at Instem for the year 2021-22”	Rs. 32.19 Lakhs	EMD: NIL. Bid security declaration form to be submitted in the format as per Annexure-1	Rs. 500+ 18%GST/-	12 months.

2. Tender documents consisting of complete specifications, schedule of quantities for various items of work to be done 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 Civil Maintenance, INSTEM on any working day between 10:00 Hours to 16:00 Hours on payment of amount mentioned in Para 1 (non refundable) from **22/01/2021 to 01/02/2021.**

3. The tenders should be submitted in sealed cloth lined cover super scribed as **“INSTEM – Maintenance of landscape and horticulture works at Instem for the year 2021-22”**

The tenderers shall be required to submit the bids in two envelopes in sealed cloth lined covers as below:-

Envelope 1 – Technical bid with Bid security declaration form.

Envelope 2 – Financial bid

- a. Envelope 1 should be super scribed with “Technical and Commercial bid” and contain the bid security declaration form in the prescribed form, any deviation with respect to SOQ/ Departmental conditions, list of works done and their details etc.

b. Envelope 2 should contain the financial bid. The two envelopes shall be put in another sealed cloth lined cover super scribed with the name of work, NIT number and name of the Tenderer. The envelope - 1 will be opened first, in the presence of intending tenderers, on the due date and time for receipt and opening. (It may be noted that only those covers (Envelope-I) containing bis security declaration form in the prescribed form shall be taken for further consideration and all others. **Proper evaluation of the technical offers opened will be done with the inspection of works done by Tenderers if required by INSTEM committee. The Financial bids of the Tenderers who will be technically qualified only will be informed the date and time of opening of bids.**

Evaluation Criteria: - As per enclosed Annexure - 2

4. No deviation shall be considered from Departmental conditions and specifications. If any deviations are made in the tender not acceptable to the department, the tender is liable to be rejected.
5. If any Tenderer withdraws his tender after opening of tenders within the validity - period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then the INSTEM shall without prejudice to any/or other rights or remedies will be at liberty to take action based on the Bid security declaration submitted absolutely.
6. Application for tender document not accompanied by
 - (i) Documents in support of Experience in execution of similar nature and magnitude works.
 - (ii) Letter of authority in case the application is through authorized person are liable for rejection.

Similar Nature of Work means: Works related to landscaping maintenance works.

7. The INSTEM reserves the right to reject any application for issue of tender papers without assigning any reason.
8. **Pre Bid conference:** To understand and seek clarification on the work, pre bid conference is scheduled on 04/02/2021 at 15.30Hrs for all the participate tenderers. The mode of conference materialize will be communicated separately.
9. As above said, tender which should always be placed in sealed cover super scribed with the name of work (as given in Para 3) will be received by INSTEM up to **15:00 Hrs. on 10/02/2021** and will be opened in the office of the **Civil Maintenance** on

the same day at 15:30 Hours onwards in the presence of the Tenderers or their representatives who intend to be present.

10. Tenders are to be on the printed form of the INSTEM, which can be obtained on payment of the cost of the document mentioned above in cash / DD from scheduled bank in favor of INSTEM Bangalore. The drawings issued with the tender documents should be returned along with the tender duly signed. The Contractors shall quote rates in figure as well as in words and amounts tendered by them. The amount for each item shall be worked out and requisite total given. All corrections shall be attested by the dated initials of the tenderer. The contractors not tendering for this work after the purchase of the tender documents must return the tender documents and drawings within 15 days of the due date of receipt of the tender. However, the cost the tender documents will not be refunded.
11. Tenders not accompanied by the following are liable to be summarily rejected.
 - (i) Tenderers shall furnish the Bid Security declaration form in the format as per Annexure-1
 - (ii) In case of Contractors in the approved list of PWD, CPWD or MES, evidence showing the appropriate and eligible class to which they belong.
 - (iii) Proof of technical and organizational competence to execute the work of above nature and magnitude.
 - (iv) Latest work experience certificate on similar nature of works as below.
 - a) One work of similar nature costing Rs. 25.75 Lakhs (80% of 32.19 lakhs)
OR
 - b) Two works of similar nature costing Rs. 19.31 Lakhs each (60% of Rs. 32.19 lakhs)
OR
 - c) Three works of similar nature costing Rs. 12.87 Lakhs each (40% of Rs. 32.19 lakhs)
AND
 - (d) One completed work of any nature (either part of (a,b,c)), or a separate one costing not less than the amount to Rs. 12.87 Lakhs with some Central/State Government Organization/ Central Autonomous Body/Central Public Sector undertaking.

The value of executed works shall be brought to current costing level by enhancing actual value of work at simple rate of 7% per annum, calculated from the date of completion to previous day of last date of submission of tenders.

- (v) Latest bank solvency certificate not older than one year from the tender submission date shall be submitted for the amount of Rs.12.87 lacs.
12. The acceptance of the tender will rest with the Director, INSTEM who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for the acceptance or rejection of any tender.
 13. Canvassing in connection with tender will result in disqualification.
 14. Any tender who does not fulfill any of the prescribed conditions will be liable to be rejected.
 15. INSTEM reserves the right to alter the scope/or reduce quantum of work before issue of work order and the **Tenderer** shall not have any claim what so ever on this account.
 16. 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. However, if any discrepancy is found the rates which correspond with the amount worked out by the Contractor shall be taken as correct.
 17. If the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or words, then the rate quoted by the Contractor in words shall be taken as correct.
 18. Where the rates quote by the Contractor in figures and in words tally but the amount is not worked out correctly the rate quoted by the Contractor will be taken as correct and not the amount.
 18. Where the rates are not quoted by the Contractor in words and amount is not worked out or not worked out correctly, the rate quoted by the Contractor in figures will be taken as correct.
 19. IN EVENT NO RATE HAS BEEN QUOTED FOR ANY ITEM(S) LEAVING SPACE BOTH IN FIGURE(S), WORD(S), AND AMOUNT BLANK, IT WILL BE PRESUMED THAT THE CONTRACTOR HAS INCLUDED THE COST OF THIS /THESE ITEM(S) IN OTHER ITEMS AND RATE FOR SUCH ITEM(S) WILL BE CONSIDERED AS ZERO AND WORK WILL BE REQUIRED TO BE EXECUTED ACCORDINGLY.
 20. The Quoted rates shall be inclusive of all the taxes including GST at the rate of 18% and validity of tender for the work shall remain open for acceptance for a period of 75days from the date of receipt of bid.

NOTE : The sale of tender, submission and tender process will be done at INSTEM, NCBS campus, GKVK, Bellary Road, Bangalore-560065.

ANNEXURE-1

Bid Securing Declaration Form

Date: _____

TenderNo. _____

To :

INSTITUTE FOR STEM CELL BIOLOGY AND REGENERATIVE MEDICINE
NCBS, 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)