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 inStem	<b>INSTITUTE FOR STEM CELL SCIENCE AND REGENERATIVE  MEDICINE</b> (Autonomous Institute of the department of Biotechnology, Government of India) <b>TIFR-NCBS campus,GKVK , Bellary Road, Bangalore-560065</b> <b>Phone: 2366359/ 23666354 – Fax: 23636662</b>
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**NOTICE INVITING TENDER**

**TENDER NOTICE NO: InStem/Maint(Civil) /05 /NIT-41 /2021 DT. 06/09 /2021**

Sealed item rate tenders in Two-Envelop Systems are invited on behalf of The Director, inStem from the eligible contractors who have executed similar nature and magnitude of works, in respect of the work as detailed below up to 15.00 Hours on 20/09/2021.

1. **Name of the work:** “inStem-Annual Maintenance contract for attending to the Day to Day works and supporting services (Repair, Rectification, Upkeeping and Technical service) for Civil Engineering facility maintenance for the year 2021-22”.

**2.DETAILS OF TENDER:**

1.	Estimated cost (ECPT)	Rs.28.70 Lacs
2.	Earnest Money Deposit	Bid securing declaration form to be submitted as per annexure-II
3.	Period of work	One year.
4.	Cost of tender document	Rs.500/- + 18% GST
5.	Date of Publishing	06/09/2021
6	Period of sale	08/09/2021 to 16/09/2021
7	Pre-Bid Meeting	17/09/2021
7	Date of Tender Submission	21/09/2021 up to 15:00hrs
8	Opening of the Technical Bid	21/09/2021 at 15:30hrs
9	Opening of Price bid	Will be communicated separately

1. The Tender document can be obtained from the office of Civil Engineering, InStem on any working day during the indicated period of sale between 10:00 Hours to 16:00 Hours. The Tender document can also be viewed from the website

[www.inStem.res.in](http://www.inStem.res.in) and  
<https://eprocure.gov.in/epublish/app>

The cost of tender document to be submitted in the form Cash / DD only drawn from any scheduled bank favoring "The Director, inStem, Bengaluru".

2. Tender Form is not transferable and the cost of tender form is not refundable.
3. The site of the work is located at GKVK Campus, Bellary road, Bengaluru, Karnataka.
4. **Application for tender document not accompanied by the following is liable for rejection of issue of tender document: -**
  - a. Proof of experience in execution of similar nature and magnitude of work as indicated at Para 9.
  - b. Letter of authority in case the application is through authorized person.
  - c. Cost of tender document.
5. **The Technical Bid shall contain the following:**
  - (i) Duly signed Technical Bid Tender Document Comprising N.I.T, Letter of submitting the tender, General conditions of contract, Special conditions of contract, Drawings and Approved make's list.
  - (ii) EMD in the form of Bid securing declaration form as annexed
  - (iii) Documentary evidence for Eligibility as per eligibility criteria.
  - (iv) Other Information / documents as indicated in NIT.
  - (v) Any other information, tenderer may like to submit reflecting their credentials.
6. Tenderer shall quote rates both in figures and words. He shall also work out the amount for each item of work and write in both figures and words. On check, if there is any difference between the rates quoted by the tenderers in the words and figures are in the amount worked out by them / him, the following procedure shall be followed.
  - (a) When there is a difference between the rates in figures and the words, the rates which correspond to the amounts worked out by the tenderer shall taken as correct.
  - (b) When the amount of an item is not worked out by the tenderer or it doesn't correspond with the rate written either in figure or in words, the rate quoted by tenderer in words shall be taken as correct.

- (c) When the rates quoted by the tenderer in figures and in words tally but the amount are not worked out correctly. The rates quoted by the tenderer shall be taken as correct and not the amount.
- (d) Except writing the rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and any modifications in the printed form of tender. Tenderers who are desirous to offer rebate, the same should be brought out separately in the covering letter and submit along with the tender.

7. 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 inStem - Annual Maintenance contract for attending the Day to Day works (Repair, Rectification, Upkeeping and Technical service) of Civil Engineering facility maintenance for the year 2021-22”. This will be opened on the same day.
  - b) Second Sealed cover shall contain the duly filled and signed and superscribed as “Price Bid for . “Technical Bid for inStem - Annual Maintenance contract for attending the Day to Day works (Repair, Rectification, Upkeeping and Technical service) of Civil Engineering facility maintenance for the year 2021-22”.The date of opening of the price bid will be communicated separately. Those agencies who secure minimum marks as per Aneexure-III in technical bid only considered for opening of price bid.
  - c) Final Sealed cover shall contain both indicated at (a) and (b) above and duly Superscribed as “Tender for inStem - “Technical Bid for inStem - Annual Maintenance contract for attending the Day to Day works (Repair, Rectification, Upkeeping and Technical service) of Civil Engineering facility maintenance for the year 2021-22”. Sealed cover has to be addressed to “The Director, inStem, GKVK Campus, Bellary road, Bengaluru, – 560065.
8. 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 Civil Engineering on the due date.

9. **ELIGIBILITY CRITERIA:**

The Bidder shall meet the following eligibility criteria and submit the documentary evidence in the technical bid. The bid received without documentary evidence shall summarily be rejected.

- i) Tenderer should submit the Copies of valid registration details under relevant category (Civil/facility maintenance/Services) with Government Organizations / Semi-Government Organizations of State or Central Government or Public Sector Undertakings or Autonomous bodies of State or Central Government.
- ii) Average annual turnover of the agency for the last three financial years, ending 31st March of the previous financial year should be at least Rs.28.70/- lacs.
- iii) The tenderer should have satisfactorily completed in the last seven years in his own / firm name at least one similar nature of work cost not less than of **Rs.22.96 lacs** or two similar works of each cost not less than **Rs. 17.22 lacs** or three similar works costing not less than **11.48 lacs**.
- iv) One completed work of any nature from the above magnitude or a separate one costing not less than the amount Rs.11.48 lakhs with some Central/State Govt. organization / Central autonomous body/central public sector undertaking.
- v) The tenderer should submit copy of EPF and ESI Registration certificates issued by appropriate authority
- vi) The tenderer should submit copy of valid License under the Contract Labour (Registration & Abolition) Act,1970.
- vii) Certificate of Registration for Goods Services Tax (GST).
- viii) Bank Solvency certificate of not older than a year from any scheduled banks for a Minimum Value (40% of the ECPT) of Rs. **11.48 lacs**.

The tenderer should submit the details of such completed works, in support of having completed these works, the tenderer should submit copies of the completion certificates from the owner companies indicating the name of work, the description of work-done by the tenderer, value of contract executed by the bidder, date of start, date of completion (contractual and actual), value of the material supplied by the client.

**Similar nature of work means:** The tenderer should have satisfactorily carried out civil engineering facility maintenance work such includes any one of these or all the works of Carpentry, Public-health, Civil repair and rectification for Premier Research Institutes/ Universities/ Public Sector Undertakings (PSUs) institutes/ Multinational Companies (MNCs) etc.

10. **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.
11. **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 deposit so recovered will be released after successful completion of work and on submitting regional labor officer clearance.
12. **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.
13. 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. All the tenders, in which any of the prescribed conditions are not fulfilled or incomplete, in any respect, are liable to be rejected.
14. **Validity Period of Tender:** 75 days from the last day of receipt of technical bid.
15. This Notice Inviting Tender (N.I.T) shall form the part of the Contract Document.
16. 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.
17. Tender completed in all respects shall be submitted as per the instructions given in the "Notice Inviting Tender" forming part of the tender document.
18. 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.
19. The tenderer shall sign all the pages of the tender documents and other documents submitted by him along with the tender.
20. The tenderer should ensure that amount quoted should appear only in the price schedule document and nowhere else, otherwise, the tender is liable to be rejected.
21. 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.
22. 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.


23. The General conditions of contract of CPWD (GCC 2019-Maintenance works) for maintenance works with all the amendments and schedule annexed with this tender shall be applicable and form the part of agreement. The annexed schedule shall be read as part of the CPWD-GCC-2019 for maintenance works. The CPWD-GCC can be found at [https://cpwd.gov.in/Publication/GCC\\_Maintenance\\_2019.pdf](https://cpwd.gov.in/Publication/GCC_Maintenance_2019.pdf).

24. 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 civil Engineering – inStem, GKVK campus, Bellary road, Bengaluru- 560 065.

Contact details: 080-23666359/6354/6352 /9844667634.

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HEAD-(SE&M) 6/9/2021

  
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