



INSTITUTE OF LIFE SCIENCES

(An autonomous Institute of the Department of Biotechnology, Govt. of India)

Nalco Square, Bhubaneswar-751 023

Website: www.ils.res.in

NIT No- VIII-178-MF/2022-23 / 1927/ ILS

Date: 30.08.2022

E-TENDER DOCUMENT

Name of work: Major overhauling & Servicing of Carrier make Chiller plant (HVAC system) – 03 nos. rated capacity 202 TR each, installed at Institute of Life Sciences, Bhubaneswar

Total Estimated Cost: Rs. 27,00,000.00

**Administrative Officer
For and on behalf of Director, ILS.**

(Total Pages-24)

The Director, Institute Of Life Sciences, Bhubaneswar invites E-Tenders are invited from the following works from OEM / Authorized Service Provider of OEM / Branded Chiller Manufacturer engaged in rendering similar nature of works at Institute of Life Sciences, Bhubaneswar, located at Chandrasekharpur, Bhubaneswar, Odisha, 751023.

S. No.	Description	Details
i)	NIT No.	VIII-178-MF/2022-23 / 1927/ ILS Date: 30.08.2022
ii)	Name of Work:	Major overhauling & Servicing of Carrier make Chiller plant (HVAC system) – 03 nos. rated capacity 202 TR each, installed at Institute of Life Sciences, Bhubaneswar
iii)	Estimated Cost	Rs. 27,00,000.00
iv)	Earnest Money	Undertaking Submitted
v)	Last date and time of online submission of tender	14.00 hours on 30.09.2022
vi)	Time and date of online opening of Documents	15.00 hours on 30 .09.2022
vii)	Time and date of opening of Online Financial Bids	To be intimated latter
viii)	Period during which hard copies of EMD, Registration Certificates, Undertaking and other Documents to be submitted to Division office	To be submitted during office on or Before the online submission of tender

1. Information and Instructions for Bidders or E-Tendering

- a. The intending bidder must read the terms and conditions of Tender document carefully. He should submit his bid if he considers himself eligible and he is in possession of all the certificates/ documents required.
- b. Information and Instructions for bidders for e-tendering posted on website shall form part of bid document.
- c. The bid document consisting of NIT, plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from

www.tenderwizard.com/ILS or www.ils.res.in or www.eprocure.gov.in at free of cost.

- d. For e-tendering of this tender, ILS has engaged e-portal maintained by M/s ITI Limited, Bhubaneswar. Intending bidders shall have to register with M/s ITI Limited, Bhubaneswar to participate in the tendering process. For details kindly visit website www.tenderwizard.com/ILS or contact *Shri SANJIB MOHAPATRA (Mobile No. 8249821902 or 7377708585)*. If needed they can be imparted training on online bidding process as per details available on the website.
- e. The intending bidders must have valid class-III digital signature to submit the bid.
- f. The bid can be submitted only after depositing e-tender Processing Fee (Online through e-Payment) in favour of ITI Limited within the period of bid submission. **E-tender processing fee is non-refundable.**
- g. Copies of eligibility documents and EMD as specified in the notice inviting tender shall be scanned and uploaded on the e-tendering website within the period of tender submission. Bidders can upload documents in the form of JPG format, PDF format and any other format as permissible by the e-tendering portal.
- h. Bidders must ensure to quote rate of each item. The column meant for quoting rate in figures appears in dark yellow colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).After submission of the bid online the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
- i. After submission of bid online, it can be revised any number of times before specified time on last date of submission of bid. While submitting the revised bid, bidder can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.
- j. Financial bids shall be opened online only for bidders for whom EMD and other documents are found in order and who are found to be eligible to bid for work. On opening date, the bidder can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.

- k. If the contractor is found ineligible after opening of bids, his bid shall become invalid.
- l. If any discrepancy is noticed between the eligibility documents as uploaded at the time of submission of bid and hard copies as submitted physically by the bidder, the bid shall become invalid.

Bid documents can be downloaded from the ILS website (www.ils.res.in) and submitted with relevant documents before the last date in the e-tender portal www.tenderwizard.com/ILS.

(Bidder shall submit undertaking towards EMD in prescribed Format attached in Annexure – III)

Sl. No.	Name of Work	Estimated Cost In INR	EMD in INR
1	Major overhauling & Servicing of Carrier make Chiller plant (HVAC system) – 03 nos. rated capacity 202 TR each, installed at Institute of Life Sciences, Bhubaneswar	27 Lakh	EMD undertaking

Bidders are requested to visit site for inspection before bidding on their own cost.

For any clarification / information the bidders may contact Administrative Officer / Assistant Engineer (E) ILS, Bhubaneswar Email: ao@ils.res.in

Validity of Tender shall be 03 months with effect from publish date.

NB: The Authority of Institute or any other persons (s) authorized by him / her on his / her behalf reserves the right to accept any, full or in part, or reject any or all the tenders without assigning any reasons thereof and no correspondence in the respect will be entertained.

Enclosure:

1. Annexure-I: GENERAL TERMS & CONDITIONS
2. Annexure-II: SCOPE OF WORKS:
3. Annexure – III: Earnest Money Deposit Declaration Proforma
4. Annexure-IV: Letter of Unconditional acceptance of Bid Conditions
5. Annexure-V: BIDDER DETAIL (Credential for similar of works)
6. Annexure - VI: BILL OF QUANTITIES

Administrative Officer

All Tenderers who fulfil the following requirements shall be eligible to apply.

PART (A)

Original equipment manufacturer or Specialized firms authorized and supported by the OEM OR Chiller Manufacturers should have experience of **similar nature work** as shown below and they should have documentary proof of having successfully completed works of similar nature during last five years ending previous day of last date of submission of bid in Central Govt./State Govt./ Central Govt. autonomous bodies/Central Public Sector undertaking/ State Public sector undertaking/ City development authority/ Municipal Corporation of City formed under any Act by Central/ State Govt. and published in Central/ State Gazette of following amount.

(i) One similar completed work of value not less than Rs16 Lacs.

OR

(ii) Two similar completed works each of value not less than Rs.09 Lacs.

OR

(iii) Three similar completed works each of value not less than Rs.06 Lacs.

Similar work means: -

1. Major Overhauling of Chiller plants rated capacity 160 TR to 300 TR
OR
2. Electrical/mechanical works with air conditioning in which value of air conditioning should not be less than above indicated.

The specialized agencies should submit documentary proof as mentioned above. The completion certificates clearly indicate (a) the date of completion of work (b) completed value of work. The completion certificate should be signed by an officer not below the rank of Assistant Engineer.

The tenders submitted by the firms without enclosing all the above prescribed documents shall not be considered for evaluating their eligibility criteria.

B) List of Documents to be submitted (Mandatory Requirement): -

- Certificate of Registration for Sales Tax / VAT / GST and acknowledgement of up to date filed return.
- EMD & processing fees OR Undertaking.
- Certificate(s) of work experience.
- Supporting documents proving manufacturer or documents proving authorized OR supported by manufacturer Chiller plant. Any other document as specified in the Tender notice.

Above information in the format should be authenticated by the designated authority mentioned in the firm, failing which applicant /tenderer will be summarily disqualified. The applicant may furnish any additional information, which they think is necessary to establish their credentials to successfully

complete the work. No information will be accepted after submission of pre-qualification documents unless called for. If any information is found to be incorrect or misleading at a later date would render him ineligible to participate in any future tendering.

For the purpose of pre-qualification, applicant will be evaluated on the basis of financial standing, past similar experience, plant & machinery, manpower, VAT etc., Audited financial statement. The applicant is liable for disqualification if he has a record of poor performance such as abandoning work, not completing the contract, imposed penalty such as L.D etc.

Terms and Conditions

Part A.

1. The intending bidder must read the terms and conditions carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
2. Information and Instructions for bidders mentioned in NIT shall form part of bid document.
3. The tender document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <http://www.ils.res.in> , www.tenderwizard.com/ILS & www.eprocure.gov.in at free of cost.
4. Bid needs to be submitted with EMD in favour INSTITUTE OF Life Sciences – DBT in the shape of Demand Draft. **In Lieu of above; an undertaking may submit in prescribe format.**
5. Copy of the certified work experience and other documents as specified in tender notice shall have to be submitted by the bidders along with EMD.
6. Service Provider must ensure to quote rate of each item. The column in financial bid is meant for quoting rate in figures, if any cell is left blank the same shall be treated as '0'. Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such items shall be treated as '0' (Zero).
8. Agreement shall be drawn with the successful tenderer on prescribed format.
9. The time allowed for carrying out the work will be **15 days** from the date of start as defined in schedule (from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents).
10. **The contractor whose bid is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the bid amount before issuance of order for execution of work. This guarantee shall be in the form of banker 's cheque of any scheduled bank/Demand Draft of any scheduled bank. In case the contractor fails to deposit the said performance guarantee within Seven days after receiving**

of order, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.

11. Intending Firm/ agencies are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A firm/ agency shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The firm/ agency shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a firm/ agency implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

12. The competent authority on behalf of the Director, ILS, Bhubaneswar does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the firm/ agency shall be summarily rejected.

13. Canvassing whether directly or indirectly, in connection with firm/ agency is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

14. The competent authority on behalf of the Director ILS reserves to himself the right of accepting the whole or any part of the tender and the firm/ agency shall be bound to perform the same at the rate quoted.

15. No Engineer of gazetted rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor 's service.

16. The bid for the works shall remain open for acceptance for a period of Ninety (90) days from the date of opening of technical bid. If any bidder withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidders shall not be allowed to participate in the re-bidding of the work.

17. This notice inviting Tender shall form a part of the contract document. The successful firm/ agency, on acceptance of his tender by the Accepting Authority shall within 7 days from the stipulated date of start of the work, sign the contract agreement consisting of:-The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender as submitted at the time of invitation of tender and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.

18. In case any discrepancy is noticed between the documents submitted with the NIT then the bid submitted shall become invalid and the ILS shall, without prejudice to any other right or remedy, be at liberty to forfeit 100% of the said earnest money as aforesaid. Further the firm/ agency shall not be allowed to participate in the re-tendering process of the work.

Part B.

1. All the work will be undertaken in coordination and supervision with the ILS engineers.
2. Contractor should take care of workers safety and discipline while carrying out the job. All the required safety equipment's have to be provided to workers by the contractor during the work. Institute will not be responsible for any casualty or incidents.
3. Contractor must comply all the statutory provisions as per the Govt. of India rules and acts applicable for executing such jobs.
4. Proper electrical safety will be exercised during the work and all the personnel protective equipment and tools like helmets, gloves, safety belts, shoes etc. will be provided by the contractor during the work at his own cost.
5. Contractor will ensure proper cleaning of site and hygiene during the work on regular basis.
6. In case of any damage to the property of ILS / site of work by workers/personnel of contractor, the contractor will be solely responsible and appropriate damage cost along with penalty will be recovered from the contractor 's bill/payment/SD etc.
7. The work quality should be high and the workmanship must be in accordance with the best engineering practice to ensure the satisfactory performance of the system throughout the service life. On a later stage at any point of time if it is found or established that the performance of the system is deteriorate due to poor workmanship or quality of material or mistake of contractor then he will be liable for sufficient amount of penalty including the damage or loss to the Institute by the same.
8. The contractor will furnish the list of tools as his disposal to execute the work before starting the work and the ILS officials will verify the same and these will be available all time during execution of the work.
9. The contractor should make his own arrangement to work properly under all climatic conditions without affecting the quality and speed of work. The safety of all the materials used in executing the job will also be the responsibility of the contractor.

10. Contractor has to submit the completion certificate with all the required reports and approvals at the end of work, which will be certified by ILS officials.
11. Payment will be made as per the payment clauses specified in the tender and to the satisfaction and certification of ILS officials. **No advance payment will be made before or during the job.**
12. Quantity of material required may exceed in special case depending upon the work & site condition and in such case the required material to complete the work will be used as per best standard practices, safety and aesthetics and same shall be obtained approval prior to replacement.
13. All legal and other statutory responsibilities regarding securities of materials, labour, payments, accident, insurance and law suits during the work will be solely borne by contracting agency and ILS shall not be responsible in any manner whatsoever. The contracting agency will ensure proper and disciplined behaviour of the workman. If any damages are caused by the contracting agency to the property to the Institute, the same shall be recovered from contracting agency 's bill.
14. **All the values of any tests as required** will be recorded in front of ILS Engineers and it will be verified by them.
15. Certificate regarding the quality of material used will be required to be furnished from the service Provider necessarily. All the material should be of high quality and according to proper applicable Indian Standard. Service Provider will have to use materials of leading brands as approved by Engineer-in-Charge wherever required
16. Competency of Electrical / mechanical Staff An accepted norm of good workmanship is required. The related electrical/ mechanical works shall be done by qualified and trained staff having sufficient competency in electrical/ mechanical works.
17. Existing Services Drains, pipes, cables, overhead wires and similar services encountered in the course of the works shall be guarded from injury by the Service Provider at his own cost so that they may continue in full and uninterrupted use to the satisfaction of the owners thereof and the Contractor shall not store materials or otherwise occupy any part of the site in a manner likely to hinder the operation of such services.
18. Any damage by the Service Provider, to any mains, pipes, cables or lines (whether above or below ground) whether or not shown on the drawings and the service Provider must make good or bear the cost of making good the same without delay to the satisfaction of the Engineer and of the owners.
19. Keeping Site Clean; The Service Provider shall at all times keep the Site clean and shall dispose of all the rubbish and offensive material in a manner approved by the Engineer.
20. Prevention of Fire: Contractor shall provide at all time adequate portable fire extinguishers in his work area and take all adequate precautions against fire hazard.

21. Quality Certificate of Materials; (A) The service Provider shall be required to produce manufacturer's quality certificates for the materials supplied by the Service Provider. Notwithstanding the manufacturer's certificates, the Engineer may ask for testing of materials in approved test houses. The test result shall satisfy the requirements of the relevant Indian Standards. (B) Whenever quality certificates are missing or incomplete or when material quality differs from standard specifications, the contractor shall conduct all appropriate tests as directed by the Engineer at no extra cost. (C) Materials for which test certificates are not available or for which test results do not tally with relevant standard specifications, shall not be used.

PART C) Special Conditions of Contract:

1. The quoted rate shall be for finished items and shall be complete in all respects including the cost of all materials, labour, loading, unloading and transportation, electricity charges, tools & plants, machinery etc. The client/OWNER/Employer shall not be supplying any material, labour, plant etc. unless explicitly mentioned so. The contractor has to ensure co-ordination with Institute authorities to maintain the smooth functioning / operation of existing Institute timing without disruption during the execution of work. This may require working rescheduling the normal working hours, working in restricted period etc. Nothing extra shall be payable on this account.

2. The Service Provider shall also ensure that all work sites within the Institute complex/ site of work are properly cordoned off by means of barricades.

3. All the items covered in the schedule of the requirements, shall carry minimum **Six Months onsite Comprehensive guarantee**, and commence from the date of completion of entire job. The repairing / rectification, if any of the items under warranty must be done at site only within 24 hours. The bidder should submit along with the technical bid, the detailed plan for providing installation and warranty services at site. Prompt and efficient after sales service must be free within the warranty period.

4. **Mode of Payment:** Contractor will raise the bill after successfully completion of works only and as per actual work done. **No advance of payment against material will be entertained.**

5. Security deposit (PG) for the work will be held @5% of works value, which will be released after defect liability period (**i-e six months from the date of hand over**). No interest against this security deposit will be claimed by the contractor.

7. If there are varying or conflicting provisions made in any one document forming part of the contract, the Accepting Authority shall be the deciding authority with regard to the intention of the document and his decision shall be final and binding on the contractor. Any error in description, quantity or rate in the Schedule of Quantities or any omission there from shall not vitiate the contract or release the contractor from the execution of the whole or any part of the work comprised therein according to drawings and specifications or from any of his obligations under the contract.

8. All measurements and levels shall be taken jointly by the Engineer In-charge or his authorized representative and by the contractor or his authorized representative from time to time during the progress of the work and such measurements shall be signed and dated by the Engineer In-charge and the contractor or their authorized representative in token of their acceptance. If the contractor objects to any of the measurement recorded, a note shall be made to that effect with reasons and signed by both the parties

9. Action and Compensation Payable in case of Bad Work

If the contractor: At any time makes default during currency of work or does not execute any part of the work with due diligence and continues to do so even after a notice in writing from the Engineer In-charge; OR Commits default in complying with any of the term and condition of the contract and does not remedy it or takes effective steps to remedy it within 7 days even after notice in writing is given in that behalf by the Engineer In-charge; OR fails to complete the work(s) or items of work with individual dates of completion, on or before the date(s) so determined, and does not complete them within the period specified in the notice given in writing in that behalf by the Engineer In-charge. The Engineer In-charge without invoking action without prejudice to any other right or remedy against the contractor which have either accrued or accrue thereafter to the Institute, by a notice in writing to take the part work / part incomplete work of any item(s) out of his hands and shall have powers to: (a) take possession of the site and any material, constructional plant, implement, store, etc., thereon; and/or (b) Carry out the part work / part incomplete work of any item(s) by any means at the risk and cost of the contractor. The Engineer In-charge shall determine the amount, if any, recoverable from the Contractor for completion of the part work/ part incomplete work of any item(s) taken out of his hands and execute at the risk and cost of the contractor. The liability of contractor on account of loss or damage suffered by the Institute because of action under this clause shall not exceed 10% of the tendered amount of the work.

10. Suspension of Work

The contractor shall, on receipt of the order in writing of the Engineer In-charge, (whose decision shall be final and binding on the contractor) suspend the progress of the works or any part thereof for such time and in such manner as the Engineer In-charge may consider necessary so as not to cause any damage or injury to the work already done or endanger the safety thereof for any of the following reasons: (a) on account of any default on the part of the contractor; or (b) for proper execution of the works or part thereof for reasons other than the default of the contractor; or (c) for safety of the works or part thereof. The contractor shall, during such suspension, properly protect and secure the works to the extent necessary and carry out the instructions given in that behalf by the Engineer In-charge.

11. Action in case Work not done as per Specifications

All works under or in course of execution or executed in pursuance of the contract shall at all times be open and accessible to the inspection and supervision of the Engineer In-charge, his authorized subordinates in charge of the work and all the superior officers, officer of the Quality Assurance Unit of

the Institute or any organization engaged by the Institute for Quality Assurance and the contractor shall, at all times, during the usual working hours and at all other times at which reasonable notice of the visit of such officers has been given to the contractor, either himself be present to receive orders and instructions or have a responsible agent duly accredited in writing, present for that purpose. Orders given to the Contractor 's agent shall be considered to have the same force as if they had been given to the contractor himself

(ABSTRACT OF GENERAL TERMS & CONDITIONS)

1. Bidder should possess valid authorization / Registration for executing of services as per Govt. Guide line (Partial tender may be considered).
2. **OEM of the building elevator/ Authorized Service Provider of OEM will be given preference**
3. Service provider (Other than OEM) should have minimum **5 years** of experience for similar nature of work [Major overhauling & Servicing of Chiller plant (HVAC system)]
4. **Annual Turnover for Similar nature of works shall be Rs.16 Lakh in single work or 18 Lakh in multiple works in a calendar year within 5 years from the date of NIT publication.**
5. The bidder should furnish full experience (credentials) indicating the parties with whom similar assignments were undertaken.
6. An agreement detailing the terms & conditions shall be executed with the service provider for entering into contract for execution of Work.
7. **The rate quoted shall be final and excluding applicable Taxes, which may be claimed as per Govt. Guide line as per existing laws.**
8. During execution of repairing & servicing if any other spares noticed defective shall be replaced, however prior approval may be accorded from the competent authority of ILS, and the rate of the spars shall be justified with comparison to local market or OEM spare catalogue etc.
9. Mode of payment: Payment to the service provider shall be made after successful completion of the work against the contract. The service provider is required to submit bill and completion certificate duly signed by the competent authority of the Institute.
10. For any deficiency / defective service, an amount proportionate to the rates quoted by the service provider in his price bid / agreed amount shall be deducted from the bill to be paid against works. The decision of Engineer in Charge / Competent authority of ILS shall be final in this regard.
11. Income Tax & other statutory taxes if applicable shall be recovered from the bill as per existing Laws.
12. When Contract can be rescinded: The Employer / Director ILS may without prejudice to his or any other rights or remedy against the contractor in respect of any delay, inferior workmanship, any claims for damage and /or any other provisions of this contract or otherwise, and whether the date for completion has or has not elapsed, by notice in writing absolutely rescinded the contract in any of these cases.
 - a. If the service provider has abandoned the contract
 - b. If the service provider has without reasonable excuse failed to do the service.
 - c. If the service provider persistently neglects to carry out his obligation under the contract and / or commits default in complying with any of the terms and conditions of the contract and does not remedy it or take effective steps to remedy it within 7 (Seven) days after a notice in writing is given to him in that behalf by the Director, ILS.
13. No compensation for alteration or restriction of service contract shall be claimed.
14. Service provider shall supply necessary Tools & Tackles for work execution and not extra claim shall be entertained towards it.

15. Labour Laws to be complied by the service provider & Safety at work shall be strictly adhered in the premises of Institute during servicing of elevators.
16. Settlement of Disputes & Arbitration: in the event of any dispute or difference relating to the interpretation and application of the provisions of the contracts, such disputes or differences shall in the first instance be sought to be resolved amicably by mutual consultation with Director, ILS, failing which they shall be referred by either party to the Civil modification & Building repair committee (CMBRC) of ILS for settlement. The decision of the CMBRC of ILS shall be final & binding on both parties.

ANNEXURE-II

SCOPE OF WORKS:

Overhauling / Servicing of Carrier make chiller plants (**03 nos.**) with all respect complete to make it good for running effectively with its rated capacity.

Time allowed to execute works shall be within a month of time after receiving work order / Acceptance letter.

After overhauling it should be tested with full load to ascertain its efficiency. In this regard a report may be generated and submitted to the ILS representative.

All the listed defects shall be rectified and warranted for at least “06” months with effect from work completion date against replaced spares and leakage of lubricating oil / refrigerant etc.

Specification of Chiller plants: - 30XA /1402 are in two field – Assembled modules.

Year of commissioning: 2010

Sl. No.	Description	Parameter
1	Make	CARRIER
2	Unit Type	30XA0802-0210-PEE- Type D” Unite
3	Order number	0000304356/ NUMERO DE COMMANDE
4	Component Designation	00DCG002124400
5	Chiller	30XA Air Cooled Liquid chillers
6	Nominal Cooling Capacity	270-1670KW, 50Hz, 3 Phase, 415 V,
7	Circuit	A & B
8	Refrigerant	R-134a
9	Compressor	06T Semi-hermetic Screw Compressors, 50r/s
10	Numbers of Compressor	02 nos. in each Chiller plant

11	Capacity Control	PRO-DIALOG, Electronic expansion Valve (EXV)
12	Minimum capacity	15
13	Condensers	All Aluminium micro -channel heat exchanger
14	Condenser Fan	Axial Flying Bird 4 Fans with rotating shroud
15	Quantity of Fan	08 in each Chiller
16	Evaporator	Flooded multi – pipe type
17	Control Board	CCN Connector, PD5- Base- Board, TCPM boards for compressor, PD-Aux boards for fan control and 3-way valve for water cooled units etc.

E-Tendering Instructions to Bidders

General: The Special Instructions (for e-Tendering) supplement ‘Instruction to Bidders’, as given in this Tender Document. Submission of Online Bids is mandatory for this Tender. E-Tendering is a new methodology for conducting Public Procurement in a transparent and secured manner. Suppliers / Vendors will be the biggest beneficiaries of this new system of procurement. For conducting electronic tendering, ILS BHUBANESWAR has decided to use the portal www.tenderwizard.com/ILS through an ASP, M/s. ITI Ltd., Bhubaneswar.

Instructions: Tender Bidding Methodology: Two Stage Online Bidding

1. Broad outline of activities from Bidders prospective:

- a. Procure a Class III Digital Signature Certificate (DSC)
- b. Register on the e-Procurement portal www.tenderwizard.com/ILS
- c. Create Users on the above portal
- d. View Notice Inviting Tender (NIT) on the above portal
- e. Download Official Copy of Tender Documents from the above portal
- f. Seek Clarification to Tender Documents on the above portal. View response to queries of bidders, posted as addendum, by ILS
- g. Bid-Submission on the above portal.
- h. Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Technical Part

- i. Post-TOE Clarification on the above portal (Optional) – Respond to ILS’s Post-TOE queries.
- j. Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Financial Part (Only for Technical Responsive Bidders)

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the above portal.

2. Digital Certificates:

For integrity of data and authenticity / non-repudiation of electronic records, and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC), of Class III, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

3. Registration :

To use the Electronic Tender portal www.tenderwizard.com/ILS, vendors need to register on the portal. Registration of each organization is to be done by one of its senior persons vis-à-vis Authorised Signatory who will be the main person coordinating for the e-tendering activities. In the above portal terminology, this person will be referred to as the Super User (SU) of that organization. For further details, please visit the website/portal, and follow further instructions as given on the site. Pay Annual Registration Fee as applicable. (Rs 2000+ GST as applicable)

Note: After successful submission of Registration details and Annual Registration Fee, please contact to the Helpdesk of the portal to get your registration accepted/activated.

The Bidder must ensure that after following above, the status of bid submission must become – “Submitted”.

Please take due care while scanning the documents so that the size of documents to be uploaded remains minimum. If required, documents may be scanned at lower resolutions say at 150 dpi. However it shall be sole responsibility of bidder that the uploaded documents remain legible.

It is advised that all the documents to be submitted are kept scanned or converted to PDF format in a separate folder on your computer before starting online submission.

The Financial part/BOQ may be downloaded and rates may be filled appropriately. This file may also be saved in a folder on your computer. Please don't change the file names & total size of documents (Preferably below 5 MB per document) may be checked.

4. Bid submission

The entire bid-submission would be online on the Tender wizard portal i.e. <https://www.tenderwizard.com/ILS>

Broad outline of submissions are as follows:

- (i) Submission of Bid Parts (Technical & Financial)
- (ii) Submission of information pertaining to Bid Security/ EMD.
- (iii) Submission of signed copy of Tender Documents/Addendums.

The TECHNICAL PART shall consist of Electronic Form of Technical Main Bid and Bid Annexure. Scanned/Electronic copies of the various documents to be submitted under the Eligibility Conditions, offline submissions, instructions to bidders and documents required establishing compliance to Technical Specifications and Other Terms & Conditions of the tender are to be uploaded.

The FINANCIAL PART shall consist of Electronic Form of Financial Main Bid and Financial Bid Annexure, if any. Scanned copy of duly filled price schedule (Section VII) for both packages are to be uploaded. If required, additional documents in support of taxes, quoted duties etc. may also be uploaded.

5. Tender Processing Fee:-

You pay processing fee (0.1% of ECV + GST as applicable (Min. 500/- & Max 5000/- + GST as applicable)) through online (Credit card/ Debit card/ Net Banking), when participating in the e-tender.

Offline Submissions:

The bidder is requested to submit the as above mentioned documents offline **DIRECTOR, INSTITUTE OF LIFE SCIENCES, NALCO SQUARE, BHUBANESWAR, 751023** on or before the date & time of submission of bids specified in covering letter of this tender document, in a Sealed Envelope. The envelope shall bear

(name of the work), the tender number and the words 'DO NOT OPEN BEFORE' (due date & time).

Public Online Tender Opening Event (TOE)

The e-Procurement portal offers a unique facility for 'Public Online Tender Opening Event (TOE)'. Tender Opening Officers as well as authorized representatives of bidders can attend the Public Online Tender Opening Event (TOE) from the comfort of their offices. For this purpose, representatives of bidders (i.e. Supplier organization) duly authorized. Every legal requirement for a transparent and secure 'Public Online Tender Opening Event (TOE)' has been implemented on the portal. As soon as a Bid is decrypted, the salient points of the Bids are simultaneously made available for downloading by all participating bidders. The medium of taking notes during a manual 'Tender Opening Event' is therefore replaced with this superior and convenient form of 'Public Online Tender Opening Event (TOE)'. The portal a unique facility of 'Online Comparison Statement' which is dynamically updated as each online bid is opened. The format of the Statement is based on inputs provided by the Buyer for each Tender. The information in the Comparison Statement is based on the data submitted by the Bidders. A detailed Technical and / or Financial Comparison Statement enhance Transparency. Detailed instructions are given on relevant screens. The portal has a unique facility of a detailed report titled 'Online Tender Opening Event (TOE)' covering all important activities of 'Online Tender Opening Event (TOE)'. This is available to all participating bidders for 'Viewing/Downloading'. There are many more facilities and features on the portal. For a particular tender, the screens viewed by a Supplier will depend upon the options selected by the concerned Buyer.

Important Note: In case of internet related problem at a bidder's end, especially during 'critical events' such as – a short period before bid-submission deadline, during online public tender opening event it is the bidder's responsibility to have backup internet connections. In case there is a problem at the e-procurement / e-auction service-provider's end (in the server, leased line, etc) due to which all the bidders face a problem during critical events, and this is brought to the notice of ILS by the bidders in time, then ILS will promptly reschedule the affected event(s).

Other Instructions

For further instructions, the vendor should visit the home-page of the portal. The complete help manual is available in the portal for Users intending to Register / First-Time Users, Logged-in users of Supplier organizations. Various links are also provided in the home page.

Important Note: It is strongly recommended that all authorized users of Supplier organizations should thoroughly peruse the information provided under the relevant links, and take appropriate action. This will prevent hiccups and minimize teething problems during the use of the said portal.

The following 'FOUR KEY INSTRUCTIONS for BIDDERS' must be assiduously adhered to:

- 1.) Obtain individual Digital Signature Certificate (DSC) well in advance of your first tender submission deadline on the portal.
- 2.) Register your organization on the portal well in advance of your first tender submission deadline on the portal
- 3.) Get your organization's concerned executives trained on the portal well in advance of your first tender submission deadline on the portal
- 4.) Submit your bids well in advance of tender submission deadline on the portal (There could be last minute problems due to internet timeout, breakdown etc)

While the first three instructions mentioned above are especially relevant to first-time users on the portal, the fourth instruction is relevant at all times. Minimum Requirements at Bidders end Computer System with good configuration (Min P IV, 1 GB RAM, Windows 7) Broadband connectivity. Microsoft Internet Explorer 8.0 or above. Digital Certificate(s) Vendors Training Program Necessary training to each and every registered bidder under this portal shall be impacted by the ASP, M/s. ITI, Bhubaneswar, if required, before participation in the online tendering.

For any further assistance, please contact Mr. Sanjeeb Mahapatra (07377708585), Helpdesk-011-49424365/080-40482000 ITI email ID for mailing communication:- twhelpdesk404@gmail.com / twhelpdesk605@gmail.com/

Earnest Money Deposit Declaration Proforma

(Typed in the bidder letter head)

WHEREAS, I/We..... (Name of agency) have submitted bids for (name of work): Major overhauling / Servicing of Carrier make Chiller plant (HVAC system) – **03 nos.** installed at Institute. I/We hereby submit following declaration in lieu of submitting Earnest Money Deposit.

- 1) If after the opening of tender, I/We withdraw or modify my/our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents;

Or

- 2) If, after the award of work, I/We fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents;

I/We shall be suspended for one year and shall not be eligible to bid for ILS tenders from date of issue of suspension order.

Signature of the contractor(s)

Seal

Date

Letter of Unconditional acceptance of Bid Conditions

No.

Date:

To,
The Director,
Institute of Life Sciences,
Nalco Square, Bhubaneswar
Odisha - 751023

Sub: Unconditional Acceptance of Bid Conditions.

Sir,

I/We have read and examined all the conditions in the bid documents for the subject work and we hereby unconditionally accept the bid conditions entirely for the said works.

I/We hereby submit our Bid and undertake to keep it valid for a period of three months from the date of opening of Technical Bid.

I/We undertake to execute the above items strictly in accordance with the requirements and particulars / specifications stipulated in the Bid documents.

I/We hereby further undertake that during the said period:

I/We shall not vary / alter or revoke my / our bid during the validity period of Bid

I/We have quoted for the complete scope of the said work.

I/We undertake to abide by the terms and conditions as stipulated in ILS bid documents and as amended thereafter.

I/We have not enclosed any condition / deviation to conditions of Bid documents.

I/We agree that in case of any condition is found to be quoted by us, my / our bid will be rejected.

This undertaking is in consideration of ILS agreeing to open my bid, considering and evaluating the same for the purpose of award of work in terms of provisions of Bid documents.

Signature of Authorized Representative of Bidder-----

Designation-----

Date-----

Bidder Stamp.

BIDDER DETAIL

1. Name of the Bidder:

2. Address of the Bidder:

3. Details of EMD / Under taking:

4. Tax Registration enclosed proof:

5. Experience Detail:

Parties	Nature of Job	Date	
		From	To

This is to certify that the information furnished is true and correct. I / We also certify that I / we have carefully read and understood the terms and conditions of the tender document and undertake to abide by them in the event of being given in the contract.

Date:

Signature

Place:

Seal

BILL OF QUANTITIES

Name of Work: Major Overhauling & Servicing of 03 nos. Carrier make Chiller plant by replacing following materials / spares to make chiller plants fully functional with all respect.

Sl. No.	Description of Items	Unit	Rate in Word & Figure	Amount in Word & Figure
1	Supply of Refrigerant R-134a	124 kg.		
2	Supply of Transducers (Temperature Sensors) , Make ifm	03 nos.		
3	Water flow Switch (Internal flow switch) make ifm	02 Nos.		
4	External Oil filter	06 Nos.		
5	Compressor Oil for 06T Screw Compressor (Carrier Material Spec: - PP 47-32)	171 Kg.		
	Drier Core	12 Nos.		
	Display board Pro-Dialog for controlling dual circuit of 30XA chiller plant	02 Nos.		
	Electronics Expansion Valve (EXV) to adjust refrigerant flow EXV	01 No.		
	Electronic Expansion Valve Board / Card	01 No.		
	Condenser coil if required	03 No.		
	Evaporator coil if required	04 No.		
	Insulation over Refrigerant Line as per OEM specification (9mm thick nitrile foam rubber)	30 Mtr.		
	Painting to corroded part	10 Sq.mtr		
	Technical / Labour charges for above cited works including testing & commissioning etc. complete with all respect for functionality of Chiller plants	Job - 1		
	SUB			
	Applicable Taxes if any			
	GRAND TOTAL			

Date:

Place:

Signature of Authorized representative of the Bidder

In Stamp Paper of Rs.100

FORM OF AGREEMENT

AGREEMENT NO:

THIS AGREEMENT is made on ----- day of -----(Month), 2022 (Year) between **Institute of Life Sciences (ILS)**, an Autonomous Institute of the Department of Biotechnology , Govt. of India , representing through Administrative Officer, (ILS) , Bhubaneswar for and on behalf of Director, (ILS), Bhubaneswar, hereby called the Employer (which expression shall , wherever the context so demands or requires, includes their successors in office and assigns) on one part and **M/s** ----- herein after called the service provider / Agency / contractor (which expression shall wherever the context so demands or requires, include his / their successors and assigns) on the other part.

WHEREAS the ILS is desirous that certain works should be executed viz. “----- installed at Institute of Life Sciences, Bhubaneswar” vide letter of Acceptance No. -----, dated ----- accepted by the service provider for rendering services at a contract price of **Rs.**----- (Rupees -- -----) only excluding applicable Taxes for execution of services as per terms & conditions of the NIT NO.-----

Contd.....

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this agreement, words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract hereinafter referred to;
2. The following documents in conjunction with Addendum / Corrigendum to Bid (Offer) Documents shall be deemed to form and be read and construed as part of the agreement viz:
 - a. This form of Agreement
 - b. The Letter of Award:
 - c. Price Schedule (Bill) of Quantities / Quotation submitted
3. Conditions of Contract / clauses of Contract:
4. In consideration of the payment to be made by the ILS to contractor / service provider as hereinafter mentioned, the contractor / service provider hereby covenants with the ILS to execute, complete and maintain the equipment's (systems) in conformity in all respects within the provisions of the contract.
5. The ILS hereby covenants to pay to the contractor / service provider in consideration of the execution, completion and maintenance of the equipment's (systems) at contract price at the time and in the manner prescribed by the contract.

In WITNESS whereof the parties hereto have caused their respective common seals to be here into affixed (or have herewith set their respective hands and seals) the day and year first above written.

SIGNED, SEALED AND DELIVERED BY

M/s ----- (for Contractor / service provider)

----- for ILS

In the capacity of -----

In the capacity of -----

On behalf of: Service Provider

On behalf of ILS

In the presence of

In the presence of