

**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](http://www.ils.res.in)

NIT NO- ILS-15012/6/2025-S&P-ILS, I/5874/2025, dtd.28.11.2025  
**NOTICE INVITING TENDER**

**Sealed Tenders (02 bid systems) are invited for the following Goods / Services from Authorized Service Provider having requisite authorisation / credential for similar nature of works at Institute of Life Sciences, Bhubaneswar, located at Chandrasekharpur, Bhubaneswar, Odisha, 751023.**

Bid documents can be downloaded from the tender wizard ([www.tenderwizard.com/ILS](http://www.tenderwizard.com/ILS)) / ILS website ([www.ils.res.in](http://www.ils.res.in)) and submitted with relevant documents before the last date.

Sl. No.	Name of Work	Estimated Cost In INR	EMD in INR
1	<b>Supply, Installation, testing &amp; Commissioning of Lead acid batteries on a buy back basis.</b> <b>[Batteries are to be connected and integrated with UPS ( 03 nos.) , located at various buildings of the Institute including dismantling of old batteries ( 64+34+32=130 Nos. of 12 V, 100 Ah , SMF) from the Battery bank]</b> <b>Make: <u>Amron Quanta / Exide / Panasonic</u></b>	780000/-	15600/-  ( Exempted for MSME Category )

**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](mailto:ao@ils.res.in)

Important Date:

1. Opening date of Tender: 15-12-2025 13.30 Hrs
2. Closing Date of submission of Bids 15-12-2025 , 13.00 Hrs.
3. Opening of Technical Bids: Hrs 15-12-2025 , 13.30 Hrs.
4. Opening of Financial Bids: Will be Intimated
5. Validity of Tender shall be **03 months** with effect from published 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.**

Administrative Officer

Enclosure:

1. Annexure-I: Scope of works
2. Annexure-I: General Terms & Conditions
3. Annexure-II: Letter of Unconditional acceptance of Bid Conditions
4. Annexure-III: BIDDER DETAIL (Credential for similar of works)
5. Annexure - IV: BILL OF QUANTITIES

#### ANNEXURE-I

### SCOPE of Work

- 1) Dismantling of fitted batteries from the Racks
- 2) Supply, Installation, testing and commissioning of lead acid batteries in existing UPS.
- 3) Integration of batteries with UPS Panel and to be checked for rated charging current, it should be within limit as per make of the UPS.
- 4) Before execution of works same shall be tested (**capacity Test**) in the authorised labs and report shall be furnished to the Electrical division of the Institute for necessary verifications and approval for commencement of works.
- 5) Make of the UPS are Fuji - Falcon 160 KVA, Fuji - Falcon 60 KVA, and Vertiv 60 KVA
- 6) Factory Test report and onsite test report is mandatory after commissioning the supplied items.
- 7) Make of the item shall be mentioned in the document with authorisation from OEM.
- 8) Work shall be executed as per IE Regulation / CPWD Guideline.
- 9) Warranty of the battery shall be **02 years**, or as per manufacture's broacher, later will be considered.

### Technical Characteristic of New Battery

Battery volt	12V
Capacity	100 Ah
Number of Cells	06
Warranty	02 years
Conformity of the Specification	IS 15549
Discharge rating	C 10
Material construction	As per IS 15549
Material container	Acryl nitride butadiene stress (ABS)
Material Separator	Glass mate
Application of battery	Float / SPV
Battery Supply loading	Factory Charged

## **GENERAL TERMS & CONDITIONS**

1. Bidder should possess valid authorization / Registration for executing of Services as per Govt. Guide line
2. Past Project Experience: 03 years (2022-23, 2023-24, 2024-25), Completion Certificate shall be submitted or Bid shall not be considered.
  - a. Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:
  - b. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed
  - c. Execution certificate by client with contract value.
  - d. Any other document in support of contract execution like Third Party Inspection release note, etc. Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:
  - e. Contract copies along with Invoice(s) with self-certification by the bidder that service against the invoices has been executed.
3. Security Deposit shall **be 5% of Contract Value** ( Offer Price) and will be released after completion of Defect Liability period ( **12 months**) and no interest shall be claimed against the Security Deposit ( SD may be in terms of Bank Guarantee and other form as per applicable in Govt. / Autonomous Organization )
4. Service provider should have valid certifications like ISO 9001, Environmental Management systems (ISO 14001) and occupational Health & Safety Advisory Services (ISO 18001) as applicable.
5. Sales, Service & Support: (AVAILABILITY OF OFFICE OF SERVICE PROVIDER):  
An office of the Service Provider must be located in the Consignee's location, Bhubaneswar, Odisha. Documentary evidence to be submitted.
6. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
7. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
8. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.
9. Annual Turnover for Similar nature of Supply shall be Rs.6 Lakh in single work or 3 Lakh in multiple works in a calendar year within 3 years from the date of NIT publication.
6. The rate quoted shall be final and **excluding applicable Taxes**, which may be claimed as per Govt. Guide line and as per existing laws.
7. Mode of Payment: After completion of works with all respect excluding Security

Deposit.

8. For any deficiency 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 supply. The decision of Engineer in Charge / Competent authority of ILS shall be final in this regard.

9. Income Tax & other statutory taxes if applicable shall be recovered from the bill as per existing Laws.

10. When Contract can be rescinded: The Employer / Director ILS may without prejudice to his or any other rights or remedy against the Service Provider /Vendor in respect of any delay, inferior Services, 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 / Vendor has abandoned the contract
- b. If the Service Provider / Vendor has without reasonable excuse failed to supply at ILS site.
- c. If the Service Provider / Vendor 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.

11. No compensation for market escalation shall be claimed.

12. 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**

**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:

1. I/We shall not vary / alter or revoke my / our bid during the validity period of Bid
2. I/We have quoted for the complete scope of the said work.
3. I/We undertake to abide by the terms and conditions as stipulated in ILS bid documents and as amended thereafter.
4. I/We have not enclosed any condition / deviation to conditions of Bid documents.
5. 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 supply order in terms of provisions of Bid documents.

Signature of Authorized Representative of Bidder-----

Designation-----

Date-----

Bidder Stamp

**ANNEXURE-III**

**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



**Annexure-**

**IV**

**Bill of Quantities**

Sl. No.	Description of Items	Qty.	Rate INR	Amount INR
1	Supply, Installation, testing & Commissioning of Lead acid batteries on a buy back basis. [Batteries are to be connected and integrated with UPS ( 03 nos.) , located at various buildings of the Institute including dismantling of old batteries ( 130 Nos. of 12 V, 100 Ah , SMF) from the Battery bank] Make: Please mention make of battery for which you want to supply	130 Nos.		
		TOTAL		
		GST@		
		Net Total		

(Rupees-----)

Date:

Signature

Place:

Seal

## 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](http://www.tenderwizard.com/ILS) through an ASP, M/s. CEL (I) Limited.

### Instructions:

#### 1. Tender Bidding Methodology:

Two Stage Online Bidding

#### 2. Broad outline of activities from Bidders prospective:

1. Procure a Class III Digital Signature Certificate (DSC)
2. Register on the e-Procurement portal [www.tenderwizard.com/ILS](http://www.tenderwizard.com/ILS)
3. Create Users on the above portal
4. View Notice Inviting Tender (NIT) on the above portal
5. Download Official Copy of Tender Documents from the above portal
6. Seek Clarification to Tender Documents on the above portal. View response to queries of bidders, posted as addendum, by ILS
7. Bid-Submission on the above portal.
8. Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Technical Part
9. Post-TOE Clarification on the above portal (Optional) – Respond to ILS's Post-TOE queries.
10. 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.

#### 3. 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>].

#### 4. Registration:

To use the Electronic Tender portal [www.tenderwizard.com/ILS](http://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 Authorized 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.

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



2. 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.
3. 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.
4. 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.

#### **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 to establish 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.

#### **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 SCIENCE, 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. CEL Limited, if required, before participation in the online tendering.

For any further assistance, please contact Mr Sanjeeb Mahapatra( 08800591740), Helpdesk-080-45811365/080-40482000 CEL (I) Limited email ID for mailing communication:-  
[twhelpdesk404@gmail.com](mailto:twhelpdesk404@gmail.com) / [twhelpdesk680@gmail.com](mailto:twhelpdesk680@gmail.com)/[twhelpdesk605@gmail.com](mailto:twhelpdesk605@gmail.com)