



तारीख/ Date: 31 May 2021

**निविदा के लिए आमंत्रण (इ-प्रोक्योमेंट मोड)/ INVITATION TO TENDER (E-Procurement mode only)**

**No: IISER/PROJ/0094/SR/PROJ/21-22**

**नियत तारीख/Due Date: 14 Jun 2021 [3PM]**

**खोलने की तारीख/Date of Opening: 15 Jun 2021 [3.30PM]**

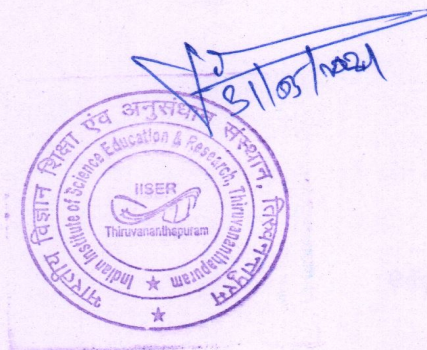
प्रिय महोदय/Dear Sirs,

**विषय / SUB: Supply of LED recess type light fittings up to 9W 5700-6500K**

The Institute invites Single Cover Tenders for the following items through the eProcurement System of National Informatics Centre that enables the Tenderers to download the Tender Schedule free of cost and then submit the bids online through Central Public Procurement Portal of Government of India (<https://eprocure.gov.in/eprocure/app>). Please quote only in Indian Rupees as per GFR 2017 amended Rule 161 (iv) and Public Procurement (Preference to make in India) order 2017, with your lowest rate and shortest delivery period as per the following terms.

Ser	Description of Goods	Quantity
1.	Supply of LED recess type light fittings up to 9W 5700-6500K as per technical specifications at Annexure 5	Sixty

- A. **ईएमडी/EMD: Bid Security Declaration as per annexure 4 is to be submitted If not, the bid will be summarily rejected.**
- B. **भुगतान/ PAYMENT:** आपूर्ति और स्थापना के बाद 30 दिनों के अंदर आईआईएसईआरटीवीएम द्वारा कोई अग्रिम भुगतान नहीं किया जाएगा/ Within 30 days after supply and installation. **Advance payment will not be made by IISERTVM.**
- C. **वितरण/ Delivery:** वितुरा कैंपस में वितरित करना है(मुफ्त वितरण)। अगर आयात करें तो स्पष्ट रूप से ब्रेकअप शुल्क के साथ पूर्व-कार्य / एफसीए / सीआईपी शर्तों का उल्लेख करें/ To be delivered at **Vithura Campus** (Free delivery including unloading charges).
- D. **कर एवं कर्तव्य/ TAXES & DUTIES:** As per actuals as per prevailing GST rules and regulations.
- E. **छूट/ Discount:** अगर कोई है तो सूचित करें/ Indicate, if any.
- F. **वितरण अनुसूची/Delivery Schedule:** अति आवश्यक है। अपना अनुसूची उल्लिखित करें/ Required Immediately. Indicate your schedule
- G. **उद्धरण की विधिमान्यता Validity of quote: 90 दिन/90 days**





34 കൗൺസിലർ/ DEPUTY REGISTRAR  
കുറുപ്പു വാങ്ങൽ/ PURCHASE & STORES

*[Handwritten signature]*  
31/05/24

ശ്രദ്ധേയം/Yours Faithfully

- I. Annexure 3 & Annexure 6: should be enclosed with the offer. If not, the bid will be summarily rejected.
  - H. The Class I local supplier and Class II local supplier should mention in the bid, the percentage of local content. Bidder should provide the details of the location(s) at which the value addition is made along with bid document. Any non-compliance in this regard, the bid will not be considered in the category.
- Details: Annexure 1: Terms & Conditions, Annexure 2: Instructions to Bidder for Online Bid Submission, Annexure 3: Tender Acceptance Letter, Annexure 4 : Bid Security Declaration Annexure 5: Detailed Specifications Annexure 6: Check list of documents required.

**ANNEXUE: 2**  
**Instructions To Bidder for Online Bid Submission**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.  
More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

**REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

**SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

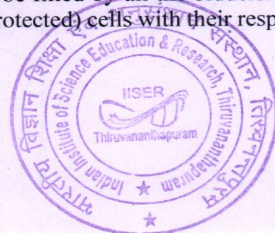
**PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

**SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their technical & financial bids in PDF format only and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the





**ANNEXURE: 3**  
**TENDER ACCEPTANCE LETTER (To be given on Company Letter Head)**

To, Date:  
**The Director, Indian Institute of Science Education and Research – Thiruvananthapuram,**  
**Maruthamala P.O, Vithura, Thiruvananthapuram, Kerala -695551, India.**

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work: - \_\_\_\_\_

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: \_\_\_\_\_ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.
7. I / We declare the following information provided are correct to the best of my knowledge:

1	Name and Address of the bidder	
2	Manufacturer / Dealer / Agent	
3	Contact Person	
4	Phone	
5	Email	
6	Mobile Number	
7	GST No	
8	PAN No	
9	UTR No / DU No (in case of online transfer of Tender Fee) (if any)	
10	UTR No / DU No (in case of online transfer of EMD)	
12	Warranty, if any	
13	Delivery period	
14	Payment terms	
15	PO to be placed in favour of	

Yours Faithfully,

**(Signature of the Bidder, with Official Seal)**



12	...
11	...
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1	...



- .....
- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
  - 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

**ASSISTANCE TO BIDDERS**

- 6) No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

**BID SECURITY DECLARATION**  
**(To be given on Company Letter Head)**

To,

Date:

**The Director, Indian Institute of Science Education and Research – Thiruvananthapuram,  
Maruthamala P.O, Vithura, Thiruvananthapuram, Kerala -695551, India.**

Sub: Bid Security Declaration.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work: -  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

We M/s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ (Full name and address of the bidder) hereby undertake that we will adhere to the Govt of India Ministry of Finance office memorandum No. F.9/4/2020-PPD dated 12 Nov 2020 and GFR 2017 on Bid Security/ Earnest Money Deposit and if I/We (bidder) withdraws or modifies or amends its tender or impairs or derogates from its bid during the bid validity period or if we are awarded the contract and fails to sign the contract or fails to furnish order acceptance or performance security before the deadline defined by the Institute, we may be suspended for the period of time as decided by the administrative competent authority of IISER Thiruvananthapuram, from being eligible to submit bids for contracts floated by the Institute.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)



Deputy Registrar  
Purchase & Stores

31/05/2019



Make: Wipro/Crompton/Philips/OSRAM or equivalent.

with L70 criteria 50,000 Hrs.

LED recess type light fitting up to 9W 5700-6500K, minimum cutout-90mm, o/p: 540 lumens minimum, housing-pressure die cast aluminum heat sink, THD<10%, IP20 within built surge protection, LED life

Description of Goods:

TECHNICAL SPECIFICATIONS



CHECK LIST OF DOCUMENT REQUIRED

<u>Ser</u>	<u>List of documents required</u>	<u>Yes / No</u>
1.	Tender Acceptance Letter	
2.	EMD Details / Bid Security Declaration / MSME Certificate	
3.	Brochure/ Catalogue/ Datasheet	
4.	Technical Compliance statement with tender specifications	
5.	BoQ	
6.	Statutory Registration Certificates	
7.	Previous purchase orders (if any)	
8.	Tender document duly signed on all pages along with bidders seal.	
9.	Self-certification regarding local content as per para H of tender document	
10.	Other documents pertaining to technical aspects	
11.	Any other document as provided in technical specifications	



