

DOMESTIC TENDER ENQUIRY**Domestic Tender Enquiry No:** IISERBPR/S&P/2026-27/01**Date:** April 10, 2026

Indian Institute of Science Education and Research (IISER) Berhampur invites online bids (e-tender) in two bids systems, from OEM/its Authorized Agents/its System Integrator Partners having Direct Purchase and Support Agreement with the OEM.

Brief Details of Tender:

Item Description	Qty	Tender Value
Supply of “Academic ERP and its implementation”	01 Nos.	₹ 25,00,000/-

Objective of The Tender: The objective of this tender document is to solicit proposals from the prospective bidders for providing a web based end-to-end Academic ERP system.

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <https://eprocure.gov.in/eprocure/app> or Institute website www.iiserbpr.ac.in and the bid is to be submitted online only through the E-procurement portal up to the last date and time of submission of tender.

Critical Dates of Tender

Sr. No.	Particulars	Date	Time
1.	Date of Online Publication/Download of Tender	10-04-2026	12:00hrs
2.	Date of pre-bid meeting	15-04-2026	11:00hrs
3.	Bid Submission Start Date	10-04-2026	12:00hrs
4.	Bid Submission End Date	01-05-2026	11:00Hrs
5.	Opening of Technical Bids	02-05-2026	11:30Hrs

No manual bids will be accepted. All quotations (both Technical and Financial should be submitted through the E- procurement portal).

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. The contact number for the helpdesk is 0120-4200462, 0120-4001002, 91-8826246593.

Note:

1. If the tender is not opened on the above date, due to unforeseen circumstances, then the next working day may be considered as tender opening date.
2. The bidders who fail to submit the required tender fee, if applicable and EMD, their techno financial bids will not be considered for opening.
3. Bidder or their authorized representatives may attend the opening of the tender.

IISER Berhampur, invites sealed tenders as a “2 Bid System” from reputed original equipment manufacturers/ authorized dealers/ suppliers for supply of “**Academic ERP System**” at **IISER Berhampur**, in two parts, “Part A” (Technical Bid) and “Part B” (Financial Bid). The detailed terms & conditions, name of items etc. can also be downloaded from the website www.iiserbpr.ac.in or CPP Portal i.e. <https://eprocure.gov.in>. All other amendment/ modification/ Corrigendum in future will only be published on the website www.iiserbpr.ac.in or CPP Portal i.e. <https://eprocure.gov.in>.

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INSTRUCTIONS FOR ONLINE BID SUBMISSION

This tender document has been published on the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) & Institute website www.iiserbpr.ac.in. 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: <http://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal 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 II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / n Code / e Mudra 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 DSCs 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 / eToken.
7. The CPP Portal also has user manual with detailed guidelines on enrollment and participation in the online bidding process. Any queries related to process of online bids or queries related to CPP Portal may be directed to the 24x7 CPP Portal Helpdesk.
8. The Institute will not be responsible for any type of technical issue regarding uploading of Tender on website.

SEARCHING FOR TENDER DOCUMENTS

9. 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.
10. 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 / e- mail in case there is any corrigendum issued to the tender document.
11. 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

12. Bidder should consider any corrigendum published on the tender document before submitting their bids.
13. 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.

1. 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 formats. Bid documents may be scanned with 100 dpi with black and white option.
14. 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" 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.

SUBMISSION OF BIDS

15. Bidder should log into the site well in advance for bid submission so that he/she 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.
16. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
17. Financial Bids can be submitted in PDF format (As per Chapter 5). Any additional components, which the bidder wants to quote and if it's not available in BoQ, can be quoted in the PDF format. The bidder may add rows to include the prices of all components & warranties, installation etc. whichever applicable.
18. Bidders are requested to note that they should necessarily submit their financial bids in the format provided (as per Chapter-5) and no other format is acceptable. The Financial Bid can be submitted in PDF format also. 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 Colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). 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.
19. 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.
20. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
21. Upon the successful and timely submission of bids, 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.
22. Kindly add scanned PDF of all relevant documents in a single PDF file of the compliance sheet.

ASSISTANCE TO BIDDERS

23. 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.

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. The contact number for the helpdesk is **0120-4200462, 0120-4001002, 91-8826246593**

TENDER INFORMATION SUMMARY

Basic Tender Details			
Tender Title	Service		
Tender Reference No	IISERBPR/S&P/2026-27/01		
Tender Type	Open tender		
Bidding System	Two Bid		
Procuring Organization	IISER Berhampur	Procuring Entity	Ministry of Education
Authority on whose behalf tender is invited	President of India	Through	Director, IISER Berhampur
Tender Inviting Authority	IISER Berhampur	Address	IISER Berhampur, At/Po: - Laudigam, Konisi, Police Station: Golanthara, Dist.: Ganjam, Odisha, India Pin: 760003
Item Details	Supply of “Academic ERP and its implementation”		
Quantity	01 Nos.	Tender Value	Rs. 25,00,000/-
Terms of Delivery	FOR IISER Berhampur		
Critical Dates			
Bid publishing Date	10-04-2026 12:00hrs	Bid Validity	120 days
Document download start date	10-04-2026 12:00hrs	Clarification end date & time	Not later than 5 days before the bid submission deadline.
Bid submission start date & time	10-04-2026 12:00hrs	Bid submission end date & time	01-05-2026 11:00hrs
Tender Opening (Techno commercial Bid) Date & time	02-05-2026 11:30hrs	Tender Opening (Financial Bid)	To be intimated later
Eligibility to Participate	CHAPTER – 2 of the tender documents		
Is this item reserved for exclusive procurement from MSE		No	
Nature of Bidders eligible-		OEM/Dealers authorized by OEMs	
Documents related to Tender Processing Fee/Bid Security/Performance Security			
Tender Processing Fee	Rs. 1,180/- including of GST @18% (Non-refundable) Payment through (NEFT/Demand Draft/Direct online payment to the institute account)		
Bid Security	2% of Bid Value Rs. 50,000/- (NEFT/Bank Mandate is attached) (Exemption of EMD to Micro & Small Enterprises: - Please refer para ‘4 (t)’ of Chapter 1 of the NIT)		
Performance Security	Performance Bank Guarantee of 5% of Purchase/Work order value through an Account Payee DD/Fixed Deposit/Bank Guarantee from a commercial bank/direct online payment to the institute account. (Account details attached in the Tender document)		
Pre-bid Conference			
Pre-bid conference applicable or not		Yes	
Place, time and date of pre-bid conference		15/04/2026, 11:00 AM (IISER Berhampur at Store and Purchase section and/or online) Link for online meeting will be shared with bidders upon request)	

CHAPTER - 1: INVITATION FOR TENDER OFFERS

Indian Institute of Science Education and Research (IISER), Berhampur invites e-Tender for **Supply of “Academic ERP and its implementation”** (For detailed refer **CHAPTER - 4: SCOPE OF WORK**).

The Bidders are requested to give detailed tender in two Bids i.e.

- Part - I: Technical Bid.
- Part - II: Commercial Bid.

2. TIME SCHEDULE

Sr. No.	Particulars	Date	Time
1.	Date of Online Publication/Download of Tender	10-04-2026	18:00hrs
2.	Date of pre-bid meeting	15-04-2026	11:00hrs
3.	Bid Submission Start Date	10-04-2026	18:00hrs
4.	Bid Submission End Date	01-05-2026	11:00Hrs
5.	Opening of Technical Bids	02-05-2026	11:30Hrs

3. AVAILABILITY OF TENDERS

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app> and be submitted only through the same website.

4. Technical Bid

The online envelope clearly marked as "Technical Bid - Envelope No. 1" shall contain all the scanned copies of originals documents in PDF Format.

- CHAPTER - 5: TECHNICAL SPECIFICATIONS & COMPLIANCE
- CHAPTER - 6: PRICE SCHEDULE
- CHAPTER 7: CHECK LIST FOR CHECKLIST FOR EVALUATION
- Annexure- 'A'- COVER LETTER
- Annexure- 'B'- LETTER OF AUTHORITY
- Annexure- 'C'- BID-SECURING DECLARATION
- Annexure- 'D'- FINANCIAL INFORMATION
- Annexure- 'E'- Details of eligible similar nature of works completed during the last Seven years
- Annexure- 'F'- BIDDER INFORMATION FORM
- Annexure- 'G'- DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION
- Annexure- 'H'- NO RELATIONSHIP CERTIFICATE
- Annexure- 'I'- Self-Certification regarding Local Content (LC) for Goods, Services or Works
- Annexure- 'J'- ACCEPTANCE OF TENDER TERMS
- Annexure- 'K'- PROFORMA OF BANK GUARANTEE
- Annexure- 'L'- Annexure to Bid Form: Eligibility Declarations
- Annexure- 'M'- BANK DETAILS
- CHAPTER – 8: CHECKLIST: ELIGIBILITY CRITERIA FOR BIDDERS
- Copy of GST No. and PAN No. allotted by the concerned authorities. If registered with the National Small Industries Corporation, the registration number, the purpose of registration and the validity period of registration and a copy of DGS&D registration wherever it is applicable should also be provided in Technical Bid.

- s) A Well-defined and described solution document in adherence to the technical specifications documented in this tender along with technical literature/leaflets and complete specifications of quoted model(s) along with commercial terms and conditions.
- t) Micro and Small Enterprises as per Ministry of Micro, Small & Medium Enterprises (M/o MSME) with valid certificate duly issued by GOI are exempted for submitting the tender fee and Earnest Money Deposit (EMD). It will be applicable for those bidders who shall produce their own goods or provide their own services and not applicable for trading purpose.
- u) In case of exemption from submission of Bid security, proof of registration with NSIC/MSME.
- v) Details of supplies of similar Works, along with photocopies of previous Purchase orders and details of place of supply along with contact details.
- w) Please quote the specific model number catalog number with a detailed description of the item quoted.
- x) Also enclose the technical literature brochure of the quoted items
 (CHAPTER - 6: PRICE SCHEDULE/ FINANCIAL BID).

5. Contact for information:

Commercial queries	Technical queries
Deputy Registrar Office of Stores & Purchase Indian Institute of Science Education and Research Berhampur IISER Berhampur, At/Po: - Laudigam, Konisi, Police Station: - Golanthara, Dist.: - Ganjam, Odisha, India Pin: - 760003 Email: purchase@iiserbpr.ac.in Ph:0680-2227 709 / 705 Website: http://www.iiserbpr.ac.in	Office AA-UG IISER Berhampur Email- academics_ug@iiserbpr.ac.in Dean of Academic Affairs Email- doaa@iiserbpr.ac.in Shri Konari Rama Rao Superintendent (Academic & Student Affairs) Email: konarir@iiserbpr.ac.in

6. **The technical offer should not contain any price information.**

7. **Technical Specifications:**

- (a) Time & Specifications are the basic essence of the contract. It must be ensured that the offers must be strictly as per the tender specifications and must strictly adhere to the project/delivery timelines. At the same time, it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation.
- (b) A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected/supported by the printed technical leaflet/literature. Therefore, the model quoted invariably be highlighted in the leaflet/literature enclosed with the quotation.
- (c) The Technical bid should not contain any price information (or) anything related to Financial Bid. Any mention of commercials/prices in the technical bid shall lead to disqualification of the tender and shall not be considered for further evaluation process.
- (d) Non-compliance of the above shall be treated as incomplete/ambiguous bid and the bid will be ignored/rejected without giving an opportunity for clarification/negotiation

etc. to the bidder.

8. Compliance Statements:

- (a) Bidders must furnish a Compliance Statement of each and every required Specification of our tender in the format at **CHAPTER - 5**. The deviations, if any, from the tendered specifications should be clearly brought out in the statement. Technical literature/leaflet showing the compliance of the specification may also be attached with the quotation.
- (b) The firms are advised to submit both the compliance statements essentially along with their quotation failing which their offer may not be considered.

9. Envelope 2: "Commercial Bid" shall contain:

- (a) Cost of all the items should be mentioned clearly and individually in the Commercial Offer (Part-II) only.
- (b) The BIDDERS are requested to quote for Educational Institutional Price for Equipment and software, since we are eligible for the same.
- (c) The prices should be shown against each item for the purpose of Insurance claims /replacements if any.
- (d) List of deliverables /Bill of materials and services.
- (e) In case of foreign quote, the address of Principal's /Manufacturer's and their Banker's details should be furnished.

Note:

- No request for extension of due date will be considered under any circumstances.
- No sub-contracting is allowed with regard to Installation, commissioning, training, warranty maintenance and after sales service. This is the sole responsibility of the principals'/their authorized agents.

10. IISER Berhampur may issue corrigendum to tender documents before due date of Submission of bid. The bidder is required to read the tender documents in conjunction with the corrigendum, if any, issued by IISER Berhampur. The bidder is not supposed to incorporate the amendment in the body of the tender document

11. Terms of the Technical Committee

- (a) On the due date the Technical bids will be opened and referred to the Technical Committee which is duly constituted by the Director, IISER Berhampur. The committee will go through the technical aspects of the tender and recommend short listed firms. The recommendation of the technical committee is the final and binding on all the parties.
- (b) The technical evaluation will be an assessment of the Technical Bid. IISER, Berhampur representatives will proceed through a detailed evaluation of the Technical Bids as defined in **CHAPTER - 3: TERMS & CONDITIONS OF CONTRACT OF THE TENDER**, in order to determine whether they are substantially responsive to the requirements set forth in the tender. In order to reach such a determination, IISER, Berhampur will examine the information supplied by the BIDDERS and shall evaluate the same as per the specifications mentioned in this tender.
- (c) The technical committee may formulate evaluation criteria in addition to the specifications and requirements indicated in the tender, in the interest of IISER Berhampur and these criteria/recommendations will also form a part of short-listing of the firms.
- (d) The Technical Committee will examine all the technical aspects of the bids received. Further, the Technical Committee may seek additional information from the existing

- users at IISER, Berhampur or from other Institutes and also call for technical presentations from the BIDDERS if it is required so.
- (e) The information received and the bids already submitted together will be examined with reference to the tendered specifications and evaluation is made by the Technical Committee.
 - (f) After the technical evaluation is completed and approved, IISER, Berhampur shall inform to the BIDDERS whose bids have been rejected technically with the reasons for rejection on e-Procurement Portal (<https://eprocure.gov.in/eprocure/app>).
 - (g) The successful BIDDERS will be informed regarding the date and time of Commercial bid opening.
 - (h) In the event of seeking any clarification from various BIDDERS by IISER, Berhampur, the BIDDERS are required to furnish only technical clarifications that are asked for. No amendment to commercial bid will be entertained at that stage. In case if a BIDDER fails to quote for a particular item it amounts to non-compliance and hence such bid will not be considered for further evaluation. Further during this process if any BIDDER indicates/discloses the quoted price during the clarification such bids also will not be considered for further evaluation.
 - (i) The purpose of obtaining two bids (technical and commercial) is to evaluate all the firms on technical basis with reference to the tendered specifications, performance of similar Solutions/Applications elsewhere, obtaining users views with reference to the earlier supplies. This will enable the technical committee to arrive at a fair recommendation in the interest of the organization.
 - (j) The Institute may call for Technical Presentation/mock-up/demo of the product as a part of the technical evaluation by giving sufficient time for the bidders to decide for the same.

12. **Commercial Bid Evaluation:**

Based on results of the technical evaluation IISER Berhampur evaluates the Commercial Bid of those Bidders who qualify in the technical evaluation.

- (a) IISER Berhampur shall correct arithmetical errors on the following basis:
 - i. If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected,
 - ii. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
 - iii. If there is a discrepancy between words & figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.
 - (b) After arriving at final pricing of individual offers of all the short-listed firms, the lowest quoted firm will be awarded with Contract/Purchase/Work Order.
 - (c) If there are any discrepancies in price schedule and tender document, please refer to the BOQ in the Central Public Procurement Portal. The BOQ item/words/conditions mentioned in BOQ prevails.
13. The Director, IISER Berhampur reserves the right to accept the offer in full or in parts or reject summarily or partly.
14. The relatives/near relatives of employees of the client are prohibited from participation in this bid. The near relatives for this purpose are defined as:

- (a) Members of a Hindu Undivided Family.
- (b) Their spouse.
- (c) The one is related to the other in the manner as father, mother, son(s), son's wife (daughter-in-law), daughter(s) & daughter's husband (son-in-law), brother(s) & brother's wife, sister(s) and sister's husband (brother-in-law).

CHAPTER - 2: ELIGIBILITY CRITERIA AND SPECIAL TERMS AND CONDITIONS

A. ELIGIBILITY CRITERIA FOR TENDERS:

The applicant must fulfill the following eligibility conditions and has to submit documentary evidences in its support while submitting the application:

1. The Firm must have Permanent Account Number (PAN) and GST Registration Certificate
2. Demonstration of the functionalities.
3. The Firm should be established IT Company / IT System Integrator and should have been engaged in IT projects / solutions business for a period of at least five years as on 31.01.2026.
4. Firms should have experience of implementing ERP System in at least 5 reputed Institutes/ Universities out of which at least 3 should be CFTIs. The work order copy & satisfactory performance from the Competent Authority of the institution/ Institute in which the firm provided services of Academic ERP should be enclosed along with the proposal.
5. The service provider blacklisted by any Govt. Department or by any other organization is not eligible.
6. Service Provider is will do the entire configuration and synchronize with all departments/section to make ERP functional, also will provide 24x7 assistance.

B. SPECIAL TERMS AND CONDITIONS:

1. Execution /Implementation Period: 3 years contract with cloud server.
2. Execution Schedule: The implementation of the ERP Software: Execution / implementation period shall be reckoned from the date of issuance of order which is the first intimation of acceptance of bidder's offer and shall be completed within 45 days.
3. It is not binding on Institute to accept the lowest or any bid. The Institute reserves the right to place orders for the revise quantities at the time of placing the order and in such event also, the quoted rates, terms and conditions shall apply. Institute further reserves the right to accept or reject any/ all bids without assigning any reason thereof. Final decision on bids also depends on the components/accessories/additional features offered.
4. Features offered shall be specified failing which offers are liable to be rejected. It shall be appreciated if one copy of detailed descriptive literature / pamphlets is enclosed along with the offer which may help technical evaluation.

CHAPTER - 3: TERMS AND CONDITIONS OF THE TENDER

1. All offers should be written in the English and price should be written in both, figures and words. The tenderer shall certify that the rates being quoted are not higher than those quoted for any Govt. Dept. or Institution or any organization during last one year. If during the last one year at any time the tenderer has quoted rates lower than those quoted against this tender, the Institute would be given the benefit of Lower rates by the tenderer. The relevant documents should be enclosed with technical bid.
2. The duly constituted committee appointed by the competent authority of IISER Berhampur, reserves the right to revise or alter the specifications before acceptance of any tender with prior notice on the Institute and Central Public Procurement Portal (CPPP) at www.eprocure.gov.in.
3. Incomplete tenders, amendments and additions to tender after opening are liable to be ignored and rejected.
4. The Bid shall be treated as a 2 Bid System. The Technical Bid will be considered for applicants whose Tender Fee, if applicable and Earnest Money Deposit (EMD) is found in order. Financial Bid shall be opened for those bidders who have qualified in Technical Evaluation.
5. **Changes/Amendment:** At any time prior to the deadline for submission of tender, the Institute may amend the tender documents issuing by addendum/corrigendum. The Institute shall have the right at any time, by written notice, in the form of an amendment order, to make any changes, if deems necessary, including, but not limited to, changes in specifications, design, delivery, testing methods, packing or destination. If any such required changes cause an increase or decrease in the cost of or the time required for performance, an equitable adjustment shall be made in the contract price or delivery schedule, or both. Any claim by the Service Provider for adjustment under this clause shall be deemed waived unless asserted in writing within ten (10) days from receipt by the Service Provider of notice of change (amendment order). Price increase, extension of time for delivery and change in quantity shall not be binding on the Institute unless sufficiently justified by Service Provider and accepted by the Institute in a form of amendment/ modified Order issued and signed by the Institute.
6. **Bid Validity Period:**
 - (a) The prices must be valid at least for a period of **120 days** from the date of opening of the Tender. No changes in prices will be acceptable in any condition after opening of tender till the validity of the offer or execution of the order whichever is later
 - (b) Bid evaluation will be based on the bid prices without taking into consideration the above corrections.
7. **AWARD OF CONTRACT:**
 - (a) IISER, BERHAMPUR shall award the contract to the technically qualified eligible BIDDER whose bid has been determined as the lowest evaluated commercial bid.
 - (b) If more than one BIDDER happens to quote the same lowest price, IISER, BERHAMPUR reserves the right to award the contract to more than one BIDDER or any BIDDER.
8. **Withdrawal of bids:** No bidder will be allowed to withdraw its bid in the interval between the deadline of submission of bids and expiration of period of bid validity. Withdrawal of bid during this period will result in forfeiture of the bidder's bid security (EMD) and other sanctions.

9. **OEM/Authorized Dealer/agents of Supplier:** when a firm sends quotation for an item manufactured by some different company, the firm is also required to attach, in its bid, the manufacturer's authorization certificate and also manufacturer's confirmation of extending the required warranty for that product. In cases where the manufacturer has itself submitted the bid, the bids of its authorized dealer will not be considered and EMD will be returned.
10. **Agency Commission:** The amount of Agency Commission, in case of manufacturer/supplier is from the foreign country (normally not exceeding five percent) payable to the Indian Agent should not be more than what is specified in the Agency agreement (a certified copy should be submitted along with the bid) between the bidder and the Indian Agent. The Indian Agent will be required to submit a certificate along with their Agency Commission bill, confirming that the amount claimed as Agency Commission in the bill has been spent/will be spent, strictly to render services to the foreign Principal, in terms of the Agency Agreement. The Purchaser or their authorized agencies and/or any other authority of the Government of India shall have rights to examine the books of the Indian Agent and defects or misrepresentations in respect of the afore indicated confirmation coming to light during such examinations will make the foreign Principal (i.e. the Contractor) and their Indian Agent liable to be banned/ suspended from having business dealings with the Purchaser, following laid down procedures for such banning/suspension of business dealings.
11. **Conflict of Interest among Bidders/Agent:** The bidder found to have a conflict of interest shall be disqualified. A bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if:
- a. they have controlling partner (s) in common; or
 - b. they receive or have received any direct or indirect subsidy/financial stake from any of them; or
 - c. they have the same legal representative/agent for purposes of this bid; or
 - d. they have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder; or
 - e. bidder participates in more than one bid in this bidding process. Participation by a bidder in more than one Bid will result in the disqualification of all bids in which the parties are involved. However, this does not limit the inclusion of the components/sub-assembly/assemblies from one bidding manufacturer in more than one bid.
 - f. in cases of agents quoting in offshore procurements, on behalf of their principal manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorize only one agent/dealer. There can be only one bid from the following:
 - I. The principal manufacturer directly or through one Indian agent on his behalf; and
 - II. Indian/foreign agent on behalf of only one principal.
 - g. a Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the Bid;
 - h. in case of a holding company having more than one independently manufacturing units, or more than one unit having common business ownership/management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/common business/ management units in

same/similar line of business.

- 12. Bid Security:** Bid Security should remain valid for a period of 45 (Forty-Five) days beyond the final bid validity period. The Bid Security can be submitted in the form of an account payee demand draft, fixed deposit receipt, or banker's cheque. The MSEs are provided tender documents free of cost and are exempted from payment of earnest money, subject to furnishing of relevant valid certificate for claiming exemption. A bidder's Bid Security will be forfeited if the bidder withdraws or amends its/his tender or impairs or derogates from the tender in any respect within the period of validity of the tender or if the successful bidder fails to furnish the required Performance Security within the specified period. Bid securities of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity period and latest by the 30th day after the award of the contract. Bid Security should be refunded to the successful bidder on receipt of a performance security.
- 13. MSE Bidders:** In tender, participating Micro and Small Enterprises (MSE) quoting price within price band of L1+15 (fifteen) per cent shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE and such MSE shall be allowed to supply up to 20 (twenty) per cent of total tendered value. The 20 (twenty) per cent quantity is to be distributed proportionately among these bidders, in case there are more than one MSMEs within such price band. Within this 25% (Twenty Percent) quantity, a purchase preference of four per cent (that is, 25 (twenty) per cent out of 25 (twenty) per cent) is reserved for MSEs owned by Scheduled Caste (SC)/Scheduled Tribe (ST) entrepreneurs (if they participate in the tender process and match the L1 price). Provided that, in event of failure of such SC/ST MSE to participate in tender process or meet tender requirements and L1 price, four per cent sub-target shall be met from other MSE. MSEs would be treated as owned by SC/ ST entrepreneurs:
- a) In case of proprietary MSE, proprietor(s) shall be SC /ST
 - b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% (fifty-one percent) shares in the unit
 - c) In case of Private Limited Companies, at least 51% (fifty-one percent) share shall be held by SC/ST promoters.
- 14. Public Procurement (Preference to Make in India), Order 2017**
As per Public Procurement (Preference to Make in India), revised Order 2017 the 'Class-I local supplier' will get preference over non local suppliers', as defined under the Order,
- I. **Class-I local supplier'** means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal to or more than 50%, as defined under this Order.
 - II. **Local content'** means the amount of value added in India which shall, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.
 - III. **Purchase Preference:** Purchase preference shall be given to 'Class-I local supplier' in procurements in the manner specified here under.
 - a) If L1 bidder is not a 'Class-I local supplier', 50% of the order quantity shall be awarded to L1 bidder. Thereafter, the lowest bidder among the 'Class-I local supplier' will be invited to match the L1 price for the remaining 50% quantity subject to the Class-I local

supplier's quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such 'Class-I local supplier' subject to matching the L1 price. In case such lowest eligible 'Class-I local supplier' fails to match the L1 price or accepts less than the offered quantity, the next higher 'Class-I local supplier' within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly.

- b) In case some quantity is still left uncovered on Class-I local suppliers, then such balance quantity may also be ordered on the L1 bidder.
- c) In the procurements of goods or works, which are not divisible in nature, and in procurement of services where the bid is evaluated on price alone, the 'Class-I local supplier' shall get purchase preference over 'Class-II local supplier' as well as 'Non-local supplier', as per following procedure:
 - I. Among all qualified bids, the lowest bid will be termed as L1. If L1 is 'Class-I local supplier', the contract will be awarded to L1.
 - II. If L1 bidder is not 'Class-I local supplier', the lowest bidder among the 'Class-I local supplier', will be invited to match the L1 price subject to Class-I local supplier's quoted price falling within the margin of purchase preference, and the contract shall be awarded to such 'Class-I local supplier' subject to matching the L1 price.
 - III. In case such lowest eligible 'Class-I local supplier' fails to match the L1 price, the 'Class-I local supplier' with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the 'Class-I local supplier' within the margin of purchase preference matches the L1 price; the contract may be awarded to the L1 bidder.
- d) "Class-II local supplier" will not get purchase preference in any procurement undertaken by procuring entities.
- e) **Margin of Purchase Preference:** The margin of purchase preference shall be 20%.
- f) **Exemption of small purchases:** procurements where the estimated value to be procured is less than Rs. 5 lakhs shall be exempt from this Order.
- g) **Verification of local content:**
 - a) The 'Class-I local supplier'/'Class-II local supplier' at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for 'Class-I local supplier'/'Class-II local supplier', as the case may be. They shall also give details of the location(s) at which the local value addition is made.
 - b) In cases of procurement for a value in excess of Rs. 10 crores, the 'Class-I local supplier'/'Class-II local supplier' shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.
 - c) False declarations will be in breach of the Code of Integrity under Rule 175 (1) (i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial

Rules along with such other actions as may be permissible under law.

d) A supplier who has been debarred by any procuring entity for violation of this Order shall not be eligible for preference under this Order for procurement by any other procuring entity for the duration of the debarment.

15. Restrictions for bidders from countries sharing land border in India

- i. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
- ii. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint Venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- iii. "Bidder from a country which shares a land border with India" for the purpose of this Order means.
 -
 - a. An entity incorporated, established or registered in such a country; or
 - b. A subsidiary of an entity incorporated, established or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country: or
 - d. An entity whose *beneficial/ owner* is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.
- iv. The *beneficial owner* for the purpose of (iii) above will be asunder:
 1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation—

- a) "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent. of shares or capital or profits of the company;
- b) "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholder's agreements or voting agreements;
2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the

trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

6. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.

Model Certificate for Tenders

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India,' I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

16. **Performance Security:** On receipt of notification of award from the Institute, the successful Bidder within 14 days shall furnish the performance security at 5% of the cost of the Purchase/Work Order value in the form of DD/FDR in favor of The IISER Berhampur or in the form of Bank Guarantee issued/confirmed from any of commercial bank in India in an acceptable form. Performance security should remain valid for a period of 60 days beyond the date of completion of all contractual obligation of the supplier, including warranty obligations. The Performance Security will be forfeited and credited to the Institute account in the event of a breach of contract by the contractor. It will be refunded to the contractor without interest, after he duly performs and completes the contract in all respects but not later than 60(sixty) days of completion of all such obligations including the warranty under the contract. Failure of the successful bidder to submit the performance security shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Institute may make the award to the next lowest evaluated bidder on same rate or call for new bids.

17. **Prices and Taxes:** Prices quoted should be firm and shall remain firm until required deliveries have been completed unless otherwise expressly agreed to, in writing by both parties. The Service Provider agrees that any price reduction made with respect to Material covered by this order subsequent to placement will be applied to the order.

- I. **Elements of Price:** Where the price has several components such as the price of the goods, cost of installation and commissioning, operators' training, and so on, bidders should furnish a cost break-up indicating the applicable prices and taxes for each of such components along with the overall price.
- II. **Currency:** domestic tenderers are to quote and accept their payment in Indian currency; Indian agents of foreign suppliers are to receive their agency commission in Indian currency; costs of imported goods, which are directly imported against the contract, may be quoted in foreign currency (currencies) and will be paid accordingly in that currency; and the portion of the allied work and services, which are to be undertaken in India (like installation and commissioning of equipment) are to be quoted and paid in Indian currency.

Prices should be FOR –IISER Berhampur and for imported equipment supplier will be responsible for custom clearance and forwarding the same up to Institute campus.

Cust
om Duty will be reimbursed on actual basis, after submission of the evidence in original. All

prices specified herein include all charges for, but not limited to, inspection, and packaging. Prices set forth shall be inclusive of applicable taxes until and unless specified in the schedule. Institute is entitled for concessional GST @ 5% as per Notification no. 45/2017-Central Tax (Rate) dated 14-11-2017 & Notification No. 47/2017-Integrated Tax (Rate) dated 14-11-2017. This Institute is also registered with DSIR vide TU/V/RG-CDE(1115)/2018 dated 12-10-2018 for availing concessional Custom Duty.

- 18. Price Fall Clause:-** If at any time prior to delivery of the equipment/stores, the bidder/supplier reduces the sale price of such equipment stores as covered under this tender enquiry, to any organization (including Central/State/Deemed Institute) at price lower than the price quoted under this contract, he shall forthwith reduce the price payable under this tender for the equipment/stores being supplied after the date of coming into force of such reduction, the price of equipment/stores shall stand corresponding reduced.
- 19. Deduction of Income Tax, Service Tax and so on, at source from payment to suppliers:**
This will be done as per existing law in force during the currency of the contract.
- 20. Refund from Supplier:** if the supplier, after claiming and receiving reimbursements for sales tax, excise duty, custom duty, and so on, from the purchaser, applies to the concerned authorities for refunds, on genuine grounds, of certain portions of such duties and taxes paid by it and receives the allowable refunds. Such refunds contain the purchaser's share also (out of the payments already made by the purchaser to that supplier) and that should be refunded to the Institute.
- 21. Selection of the Bidder:** For the purpose of selection of the bidder, a two-stage bidding process will be followed. The response to the tender should be submitted in two parts viz. Technical Bid & Commercial Bid.
- a. Technical Bid:** Technical bid should contain information regarding the company/firm registration details, Authorization letter, Clientele list (List of Users), Performance certificate from clients, self-declaration for not black listed, business turnover, experience and other details of the firm to judge the suitability of the bidder. Bidder must ensure the following conditions while going for the bidding:
- I. **SPECIFICATIONS:** Specifications are basic essence of the product/contract. It must be ensured that the offers must be strictly as per our specifications mentioned at Annexure-A1 to Annexure A-2 at technical specification section. At the same time it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation. A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected /supported by the printed technical leaflet/literature. Therefore, the model quoted invariably be highlighted in the leaflet/literature enclosed with the quotation.
 - II. Non-compliance of the above shall be treated as incomplete/ambiguous and the offer can be ignored without giving an opportunity for clarification/negotiation etc. to the quoting party.
 - III. OEM should be internationally/Nationally reputed Branded Company.
 - IV. Copy of mandatory test reports, national testing/reliability and endurance test reports

etc., certified or conducted at the manufacturing site, granted by the bureaus/quality control departments/national testing laboratories.

- V. A write up on service and maintenance capability, mitigation of risks or breakdown and replacement capability, with the escalation support matrix suggested for the Institute. Service Providers must indicate their sales and support service center in India and their plan to address issues about services, maintaining minimum service inventory etc.
- VI. Signed & Stamped compliance sheet of the technical specification of the offered equipment with technical printed literature must be enclosed with the technical bid in the prescribed format.
- VII. Clientele list (List of the institutes/organizations, where the similar order has been executed during the last three years) and work done list. Supporting documents (couple of orders without any alteration/modification, copies of installation report and performance certificate) must be enclosed. Past Performance of the Service Providers will be judged at the time of Technical Evaluation.
- VIII. Average Annual turnover of the bidder, for the last three successive years should be **four times** of the approximate cost of the equipment duly certified by the Chartered Accountants.
- IX. Self-attested photocopy of annual turnover, IT clearance Certificate, Audited Balance Sheet, etc. for last three years.
- X. The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India or abroad in prescribed format.
- XI. DD for Tender Fee & EMD amount as applicable.
- XII. Institute reserves the right to carry out a technical inspection and performance evaluation (benchmarking) of the offers, made by shortlisted Service Providers. The shortlisted Service Providers may be asked to come and give out presentation / demonstration.

b. Short listing of Service Providers: Institute will shortlist technically qualifying Service Providers and the financial bid of only these Service Providers will be opened. Institute reserves the right to decide whether the items being quoted are as per the requirement of the Institute and are of standard/leading brands in the market. Institute reserves the right to decide which offer best suits the requirement of the Institute. Further, after opening financial bids of the short listed tenders, if there is a discrepancy between word and figure, the amount indicated in words will prevail.

c. Price Bid/ Financial Bid: Financial bid should contain price of the material required to be supplied as per Price Schedule **Annexure-B** as supplied by the Institute along with tender form, duly filled and signed by the authorized person.

22. Conditional Offer will not be accepted.

23. Rejection of Bids:

- a. If bidders give wrong information in their bid, Institute reserves the right to reject such bids at any stage and forfeit the Earnest Money Deposit / Performance Bank Guarantee and cancel the order, if awarded.
- b. If the technical offer contains any price information the offer will be summarily rejected.

- c. Canvassing in any form in connection with the tender is strictly prohibited and the bids submitted by the bidder who resort to canvassing are liable for rejection.
- d. Unsigned tenders/bids, unattested corrections and over writing by bidders are also liable for rejection.
- e. Bids submitted without supporting documents as mentioned or required to submit with bids are liable to be rejected.
- f. The Tenderers must confirm in their bid acceptance in full of the terms and conditions in this enquiry. Any non-acceptance or deviations from the terms and conditions must be clearly brought out. However, tenderers must note carefully that any conditional offer or any deviation from the terms and conditions of this enquiry may render /liable the Quotation for rejection.

24. Cancellations of tender: The Institute Reserves Right to Accept any Bid and to Reject any Or all Bids: The Purchaser also reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Purchaser's action.

The Institute may cancel agreement entered with Service Provider in whole or in part, for no cause, upon written, FAX, or telex notice to the Service Provider, effective when sent, provided such notice is sent ten (10) days prior to the delivery date, specified on the face of this order, in the event that the Service Provider:

- a. fails to comply with any term or condition of this order including, but not limited to, delivery terms; or
- b. appoints a receiver, liquidator or trustee in bankruptcy or other similar officer over any or all of its property or assets; or
- c. files a voluntary petition in bankruptcy; or
- d. has had filed against it an involuntary petition in bankruptcy which remains in effect for thirty (30) days; or
- e. voluntarily ceases trading; or
- f. merges with or is acquired by a third party; or
- g. Assigns any of its rights or obligations under the Order to a third party without the Institute's prior written consent.

Upon the occasion of any one of the aforesaid and in addition to any remedies which the Institute may have in Law or in Equity, the Institute may also cancel this order or any outstanding deliveries hereunder by notifying the Service Provider in writing of such cancellation and the Service Provider shall thereupon transfer title and deliver to the Institute such work in progress or completed material as may be requested by the Institute. The Institute shall have no liability to the Service Provider beyond payment of any balance owing for Material purchased hereunder and delivered to and accepted by the Institute prior to the Service Provider's receipt of the notice of termination, and for work in progress requested for delivery to the Institute.

25. Compliance with Laws: After acceptance of tender, successful bidder shall have to comply with the requirements of all the existing laws. The Service Provider shall also have to comply with the Fair Labour Standards Act and the Occupational Safety and Health Act, and all other applicable laws, ordinances, regulations and codes in the Service Provider's performance hereunder. The Service Provider will have to indemnify and hold the Institute and its customers harmless from any loss or

damage that may be sustained by the Institute, by reason of the Service Provider's failure to comply with any laws, ordinance, regulations and codes.

- 26. Law of the Contract:** The agreement entered with Service Provider shall be governed by and interpreted in accordance with the laws in existence and the Jurisdiction of Rajasthan.
- 27.** The following terms and expressions used herein shall have the meaning as indicated therein:
Supplier / Service Providers: shall mean the individual firm or company whether incorporated or otherwise in whose name the purchase order is addressed and shall include its permitted assignees and successors. Purchaser:
- a) **Reference:** The purchase order number must appear on all the correspondence, packing slips, invoices, drawings or any other document or paper connected with the purchase order.
 - b) **Waiver:** Any waiver by the purchaser of the terms and conditions of the purchase order shall not constitute any right for subsequent waiver of any other terms or conditions.
 - c) **Sub-letting and Assignment:** The supplier shall not, save with prior consent in writing of the Institute, sublet, transfer or assign this order or any part thereof or interest therein or benefit or advantage thereof in any manner, whatsoever provided nevertheless that any such consent shall not relieve the supplier from any obligation, duty or responsibilities under the contract.
 - d) **Information provided by the Institute:** All drawings, data and documentation that are given to the supplier by the Institute for Execution of the order are the property of the Institute and shall be returned when demanded. Except for the purpose of executing the order of the Institute, the supplier shall ensure that the above documents are not used for any other purpose. The supplier shall further ensure that the information given by the Institute is not disclosed to any person, firm, body, corporate and/or authority and make every effort to keep the above information strictly confidential. All such information shall remain the absolute property of the Institute.
 - e) **Supplier's Liability:** Supplier hereby accepts full responsibility and indemnifies the Institute and shall hold the Institute harmless from all acts of omission and commission on the part of the supplier, his agents, his subcontractors and employees in execution of the purchase order. The supplier also agrees to defend and hereby undertakes to indemnify the Institute and also hold it harmless from any and all claims for injury to or death of any and all persons including but not limited to his/her employees and for damage to the property arising out of or in connection with the performance of the work under the work order.
 - f) **Access to supplier's Premises:** The Institute and / or its authorized representative shall be provided access to the supplier's and / or his sub-contractor's premises, at any time during the pendency of the work order, for expediting the software implementation, inspection, checking etc.
 - g) **Modifications:** The purchase order constitutes an entire agreement between the parties hereto. Any modification to this order shall become binding only upon the same being confirmed in writing duly signed by both the parties.
 - h) **Inspection/checking/testing:** All modules / ERP Software to be implemented against this work order shall be subject to inspection/ checking/ testing by the Institute or its authorized representative at all stages and places, before, during and after the manufacture. All these tests shall be carried out in the presence of authorized representative of the Institute. Service provider shall notify the Institute for Inspection / testing of ERP Software implementation when they are ready, giving at least 10 days' notice. If upon testing, the ERP Software does not meet the specifications, they shall be rejected and returned to the supplier for upgradation / modifications

etc. Inspection by the authorized representative of the Institute or failure of the Institute to inspect the ERP Software shall not relieve the service provider of any responsibility or liability under this work order in respect of such ERP Software and it shall not be interpreted in any way to imply acceptance thereof by the Institute.

- i) **JURISDICTIONS FOR DISPUTES:** All disputes arising out of or any way connected therewith shall be deemed to have arisen out of or any way connected therewith shall be deemed to have arisen in Rajasthan only and the courts in Rajasthan Districts shall have jurisdiction to determine the same.
- J) **Settlement of Disputes:** In the event of disputes, the settlement shall be through Arbitration. The arbitrator shall be appointed by the Hon'ble Vice-Chancellor, Institute and the decision of the Arbitrator shall be final & binding on both the parties. The arbitration shall be conducted under the provisions Act.

28. Service Period for Engagement

The contract for ERP will be for a period of three years from the date of successful implementation of the ERP Solution. Further extension of two years may be provided if a technical panel appointed by IISER Berhampur recommends the same. In such case, the extension will be awarded on similar terms and conditions with an overall cost escalation of upto 5% for two Years.

29. Payment Terms

- a) The professional fee quoted by the vendor shall be valid for the entire contract period. Payment will be made on **half yearly basis** on the recommendation of the committee constituted by Institute.
- b) Invoice should be raised in duplicate in favor of the Director, IISER Berhampur.
- c) Statutory Taxes will be paid at prescribed rate during the contract period. iv) TDS will be deducted as per prevailing rates prescribed in the Income Tax Act from all payments made by the University.

30. Penalty for delayed Services / LD

- (a) As time is the essence of the contract, Service/Delivery period mentioned in the Work/Purchase Order should be strictly adhered to. Failing which the Institute will forfeit PBG/SD and also LD clause will be applicable /enforced.
- (b) If the supplier fails to Supply, Install and Commission the system as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 0.5% of order value per every week of delay subject to a maximum of **10%** beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.
- (c) IISER, BERHAMPUR reserves the right to cancel the order in case the delay is more than 10 weeks. Penalties, if any, will be deducted from the Security Deposit.

31. Execution / Implementation Schedule: Time is essence of this order and no delay shall be allowed in the execution time/ implementation schedule mentioned in the work order

32. Force Majeure:

- a) The supplier shall not be liable for delay or failing to supply the material for reasons of Force Majeure such as Act of God, Act of War, Act of Public Enemy, Natural calamities, Fires, Floods, Frost, Strikes. Lockouts etc. Only those causes which have duration of more than 7 days shall be considered for force majeure.
- b) The supplier shall within 10 days from the beginning of such delay notify the Institute in writing

the cause of delay. The Institute shall verify the facts and grant such extension of time as facts justify.

- c) No price variation shall be allowed during the period of force majeure and liquidated damages would not be levied for this period.
- d) At the option of Institute, the order may be cancelled. Such cancellation, would be without any liability whatsoever on the part of the Institute. In the event of such cancellation, supplier shall refund any amount advanced or paid to him by the Institute and deliver back any materials issued to him by the Institute and release facilities, if any provided by the Institute

CHAPTER - 4: SCOPE OF WORK

Generic requirements of Student Academic Management (Academic-ERP) System – Software application:

Preamble: The proposed software (Academic-ERP) system should allow IISER Berhampur to centrally manage all student records, including registration, fee collection and receipts, hostel module, and exam module.

The system should be capable of tracking course credits for ~400 courses, track attendance, generate reports/transcripts/degrees, calculate SGPA/CGPA/AGPA, and collect semester-wise feedback for each course. The system should be accessible to students, teachers, and staff so they can view/edit records in a context-specific manner. External (non-IISER) evaluators to be allowed to get transient access for evaluation purposes.

Overview of Academic Programmes

- Research and Teaching in Science.
- Major departments:
 1. Biological Sciences (BIO)
 2. Chemical Sciences (CHM)
 3. Mathematical Sciences (MTH)
 4. Physical Sciences (PHY)
 5. Earth and Environmental Sciences (EES)
 6. Computer Science (CS)
- Three degree programmes: BS-MS, iPhD, PhD
- Around 1000 UG and 200 PG students, 70 faculty members including Visiting and Guest Faculty, 50 staff;
- Expecting a growth to scale upto 2000 students in 5 years with corresponding increase in faculty and staff members

Degree Programmes: Five-year BS-MS

- Admission after Class XII -- around 300 per batch.
- Sem 1--4 common, mandatory curriculum.
- Sem 5--8 branching off
- Major disciplines BIO, PHY, CHM, MTH, EES
- Or, Major and Minor (minor in BIO, PHY, CHM, MTH, EES, CDS).
- Or, no specialization.
- Sem 9--10 Master's dissertation.
- Exit Points:
 - ❖ 1 Year: Certificate in Introductory Science
 - ❖ 2 Years: Diploma
 - ❖ 3 Years: BS (General)
 - ❖ 4 Years: Bachelors
 - ❖ 5 Years: Bachelors + Masters

- Courses

- ❖ Sem 1--4 fixed credits, 18-27 cr per sem
- ❖ Sem 5--8 mandatory + elective courses, 18--27 cr per sem
- ❖ Sem 9--10 dissertation credits, 18 cr per sem
- ❖ The institute may add other intermediate students exit options during the contract period
- ❖ Multiple entry options in various programmes will be created during the contract period

- Additionally

- ❖ Semester projects allowed in Sem 5--8, 1 project per sem, 3 credits

Degree Programmes: iPhD

- Admission after BSc/ BE/ BTech, average of 10 per batch per major department.
- Sem 1--4 coursework, common with BS-MS semesters 5--8 (Mandatory+Elective).
- Sem 5--6 research credits, followed by a comprehensive exam.
- Sem 7--12 research credits with grades and annual review advisor and annual reviews from 2-3 RPC members (internal + external).
- Thesis synopsis, submission, external review, viva in the last phase.
- Teaching Assistant duties in Sem 5--8 (3 duties).
- Stipend for Sem 1--4 Fellowship for Sem 5--12, extendable.
- Exit Points:
 - ❖ 3 years: MS, if student opts
 - ❖ 6 years: MS + PhD (Extendable discretionally)
 - ❖ The institute may add other intermediate students exit options during the contract period
 - ❖ Multiple entry options in various programmes will be created during the contract period

Degree Programmes: PhD

- Admission after PG /MSc, average of 15 per batch per department.
- Sem 1--2 coursework.
- Sem 3--4 research credits followed by a comprehensive exam.
- Sem 5--10 research credits with grades and annual review advisor and annual reviews from 2-3 RAC members (internal + external).
- Thesis synopsis, submission, external review, viva in the last phase.
- Teaching assistant duties for PhD students. (needs further clarification)
- Exam duties allocation system (provision to be shared with Admin portal to with random and manual allocation)
- Fellowship for 10 semesters, extendable for 6 months for students before 2022 batch as per Senate approval.
- Exit Point: 5--6 years, PhD (Extendable discretionally).

Courses

100-150 courses available to students per semester

Academic Administration

- Dean, Academics, assisted by Associate Deans and coordinators for 1. UG 2. PG 3. Timetable 4. Scholarships & Fellowships
- Senior Assistant Registrar assisted by Superintendent(s) and Office Assistants coordinates with the Associate Dean and Coordinators for smooth functioning of office.
- Heads of Departments - Roles for Ph.D Students / PDRFs
- DUGC and DPGC Conveners - Roles for Coursework and Projects
- Each of the above has well defined roles for record creation and access to records, with Dean Academics as the super-authority.
- In addition to Officers, Deans, Associate Deans, HoDs and DUGCs / DPGCs, every faculty member and student has (restricted) access.
- Each Academics-ERP user account is mapped to an IISER Berhampur email address.
- Most-accounts are personal, a small number are ex-officio.
- External members may be given limited time access for specific tasks (e.g. evaluation of thesis).

Academic Organogram

Dean (Academics)					
Position	Asso Dean 1	Coordinator UG	Coordinator PG	Coordinator Timetable	Nodal Officer Fellowships & Scholarships
Role	Exams, Grading	Courses, Registration	Coordinating PG studies activities	Timetable Formulation	
Liaison with	Faculty, Students, Deans, Officers	Faculty, Students, Deans, Officers	Faculty, Students, Deans, Officers	Faculty, Students, Deans, Officers	Students, Funding agencies, officers

- Dean Academics is the super-authority.
- Senior Assistant Registrar (Academic Affairs) is the head of section who coordinates with other officers and executives, working in close connection with Deans.
- Officers have roles closely associated with one of the Associate Deans.

Record Keeping: User Profiles

- Students:
 - o Identifiers: Roll Number, IISER Berhampur Email ID, photo.
 - o Year, mode, category of admission.
 - o Completed and Pending credits, repeat year, Penalties, Awards etc.
 - o Scholarship and fellowship source, change of Fellowship agency.
 - o Details of semester break with reason.
 - o Date and reason for programme withdrawal (if needed).

- o Access to own transcripts, information on courses, registration, fees portal, and internship (if any).
- o Access to attendance records course-by-course.
- o Record Creation: Feedback on courses and teachers.
- o Record Creation: Requests for different certificates.
- Faculty including guest and visiting faculty (approx 70):
 - o Identifiers: Staff Sr No, IISER Berhampur Email ID, photo.
 - o Record Creation: Grades in courses, reports on projects (UG), annual reviews (PhD).
 - o Record Access: Transcript of any student, courses taught by self, feedback on own teaching, attendance record of own courses, and internships.
 - o Record Access: Access to comprehensive legacy data of previously taught courses by himself/herself.
 - o Record Editing: Attendance record of own courses.
- Officers (approx 5):
 - o Identifiers: Staff ID No, iiserBerhampur Email ID.
 - o Different levels of access to creation, reading, editing records.
 - o Creation of external member profiles for Project, Thesis, etc.
- Departmental Heads and DUGC / DPGCs (2 per department):
 - Record Creation: approval of projects, project assessments.
 - Record Access: Semester-wise summary of the Grades for all the courses offered by the department.
 - Number of Research scholars allocated to departmental faculty.
 - Record Access: feedback on courses of the department.
 - Record Editing: Attendance record of all courses of the department.
 - Internship (external and internal): The proposal will be approved by HoD based on the recommendation of the concerned faculty. The access has to be given to the IISER Berhampur student and concerned faculty. Outsider students will not be allowed to access the portal.
- Deans (1+1 associates; ex-officio):
 - o Complete record creation, edit, read access for Dean.
 - o Complete internal and external profile creation access for Dean.
 - o partial access as per role for associates.

Record Keeping: Record Types

- Personal Data
- Fees and other dues
- Course Registration, Timetable, Scheduling
- Exam Results
- Transcripts
- Credit Data in NAD Format

- Attendance
- Fellowship Records and Annual Evaluations (PhD)
- Thesis, thesis reviews
- Awards, Disciplinary actions, Concessions
- Aggregate student data by year, gender, and category
- Internship
- Alumni and past-associates
- Report generation as per requirements of the Institute

Record Types: Fees etc

Fees

- Semester Fees payment (net-banking, UPI etc.)
- Discretionary provision for instalments, waivers
- Records of past payments and dues

Other

- Awards, Disciplinary actions, Concessions
- Dues/ No-Dues
- Penalties

These records are accessible to Officers and Deans

Records: Courses, Registrations

- Around 100-150 courses are offered every semester
- Record creation: Associate Dean, Officers, Faculty
- Course details are opened to students before the end of the previous semester and are expected to pre-register
- Pre-reg helps judge interest in courses and to create an optimal semester schedule
- Due to the large number of elective courses and limited number of teaching slots, grouping of courses is done
- Students have to register as per credit requirements, prerequisites for advanced courses, past failure record, etc
- Registration and fees are linked

Institute Transfers and NEP Compliance:

Records: Exam Results and Transcripts

- Exam grades record created by faculty members (end-of-sem).
- Update after repeat/ make-up exam.
- Transcripts of academic performance:
 - o by semester (courses, credits, grades, GPA).
 - o consolidated (all semesters) as per the format prescribed by the Institute
 - o graduation (more details: endorsements, specialization etc.).

- Grade access control by Dean:
 - open/close to faculty for creating, viewing open/close to students for viewing etc.
- Grade correction control with Dean
- Comprehensive access for Officers and Deans:
 - view and download by course
 - view and download by batch
 - view and download by department
 - view and download by semester
 - create lists by combining attributes

Records: Attendance

- Biometric Attendance System
- Real-time upload to teacher's account, with cumulative records.
- Alert for defaulters (as per extant policy).
- Accessible to instructors and Deans.

Records: Feedback (SRS)

- Feedback (SRS) provided by students on teaching
- At mid-sem and at end of semester
- Accessible to instructors, Departmental Heads, Deans (access control by HoDs, DoAA and Director).

Records: Projects

- Registration, Title, Supervisor, Expert
- Submission of reports (mid-sem and end-sem for semester projects
- mid-year and end- year for MS dissertations)
- Access to Supervisor for comments and marks
- Access to Expert member for comments and marks
- Edit/ vetting by Associate Dean/ Coordinator

Records: PhD evaluations and Fellowships

- Supervisor Assignment, RPC Committee creation.
- Semester report by supervisor.
- Teaching Assistance Record.
- Annual Review by committee, report by members, endorsement by Departmental Head.
- Satisfactory performance linked to Fellowship.
- Record Editing/ vetting by Associate Dean.
- Synopsis submission.
- Thesis submission, thesis review (external).
- Interns

Additional requirements

- “No Dues” Module: “No dues” process initiation by relevant officers on completion of the program/resignation/termination of student or faculty member. Flags need to be raised to the respective departments (Chairs). Certification of “No dues” by the relevant department.
- Conversion of student data to a universal format (csv etc) for liaison with national databases.
- One-time access to student transcripts or certificates for verified 3rd parties.
- Hostel Management module
- Any additional student-related modules, e.g. placement module etc.\ which can be offered by the Service Provider should be highlighted separately.
- Generation of Data for submission to NIRF, NAAC, AISHE reporting as per the formats to be provided to the ERP and option to Admin dashboard to select the combination of options like category, gender, academic year, scholarship data, etc.,

Part ‘C’: Scope of Work for the proposed deployment:

System Architecture & Accessibility

- The ERP solution should be 100% Web based
- The solution should break down the ERP into modular and scalable services.
- The solution should be accessible via HTTPS with proper CORS settings.
- Compatible with latest versions of popular web browsers, including Edge, Firefox, Chrome, Safari, and Opera.
- Compatible for seamless access of the system through Windows/Linux/Chromebook/MacOS laptops and Android/Apple-based Mobile/tablet devices.
- Free and Open-Source Technologies are preferable to be used for Operating System, Database and the development Platform. All tools and technologies must be of the latest or recent stable versions, free from known security vulnerabilities.
- If multiple roles are assigned to a user, then switch user facility to be provided for each user so that they can switch to another role.
- Individual data entry should be allowed. Provide autofill support to reduce data entry burden.
- Alternatively, for bulk data uploading /downloading, Standard format files (like Excel, CSV, JSON, PDF, SQL etc.) should be used.
- Facility to put notifications or pending tasks on the user dashboard.
- Set file size limits for uploads. Enable asynchronous processing for large uploads with progress indicators.
- Adhere to the Rights of Persons with Disabilities Act.
- Align with Guidelines for Indian Government Websites 3.0.

Hosting & Infrastructure

- Solution to be deployed on a Cloud Platform of a Cloud service provider offering services empaneled by MeitY in a Data Center located in India. Data Center must be ISO Certified and should be certified as per the Government of India guidelines.
- Uptime SLA > 99.9%, supports peak load of up 1300 - 1500 concurrent users, use S3-compatible cloud storage.

Data Security, Privacy & Access Control

- All data remains the exclusive property of IISER Berhampur. The Service Provider acts solely as a data processor and may not use institutional data for any purpose other than fulfilling contractual obligations.
- Audit trails should be maintained from the “go-live” stage and role-based access to audit trails should be available. Audit trail reports should incorporate the name of the user, date, time and

LAN IP address. Audit logs to be stored in immutable storage. Maintain Audit trail for all sensitive data access.

- Two factor authentication facility to be implemented, which can be through SMS/Email OTP or an authenticator application (e.g., Google Authenticator or Microsoft Authenticator).
- Should preferably support just SSO / OAuth2 based authentication (may be for students) so that they can just use their IISERBPR email for authentication/login into ERP.
- There should be a provision of signing any document digitally through the browser by authorized user / signatory.
- Service Provider should implement mechanisms to ensure complete protection against any kind of unauthorized access as well as data pilferage/theft/losses.
- All Personal (PII) data must be encrypted both at rest and in transit.
- The Service Provider must notify IISER Berhampur of any data breaches or security incidents within 24 hours, providing details of affected systems, data, and corrective actions.
- All APIs should be implemented over HTTPS

Integrations

- Integration of Online Payment Gateway (SBI presently, other financial institutions may be added at a later stage, if required).
- SMS Pack/gateway integration, SSL Certificate deployment etc. shall be in the bidder's scope of work.

Maintenance & Compliance

- Any changes/ additions of modules due to change in Government policies or institute policies to be implemented without any cost in the warranty as well as the AMC period.
- The Academic data of the Institute from the existing service provider is to be taken over and data backup is part of scope of work.
- Automated recovery test to be performed once every two months.
- Official student records (transcripts / certificates) should use PDF/A (archival standard) and be digitally signed.
- Service Provider must conduct and provide reports on regular vulnerability assessments and penetration testing (twice a year)
- The system must comply with the Digital Personal Data Protection Act, 2023 (India) and applicable national privacy laws. The Service Provider must ensure all third-party integrations (e.g., payment gateways, SMS services) comply with the same privacy standards.
- Upon completion of service or contract termination, all institutional data must be securely returned or permanently deleted, with formal certification.
- Technical Help manual of all modules by way of context sensitive help of the system must be available online in the system.
- The Service Provider shall provide comprehensive training for all stakeholder groups, including administrators, faculty, staff, and students. This includes:
 - Onsite training sessions during deployment for key users and system administrators within the scope of work.
 - For any Onsite visit on demand from the Institute post implementation of the ERP, travel costs (Air Economy / II AC) will be reimbursed.
 - Online/virtual training modules for wider user groups.
 - Helpdesk support with defined SLA: response within 6 working hours for critical issues, and within 1 working day for non-critical issues.

Data Initialization and Migration from Legacy ERP

- The Service Provider must come up with a customized pre-migration plan by analyzing the legacy ERP platform.

- Data extraction from legacy ERP and perform the required cleaning/transformation/mapping to use it in newly deployed ERP.
- Phased module-wise transfer from legacy ERP to new ERP deployment
- Testing and validation checks to ensure no legacy data is lost or misrepresented.
- The Service Provider must propose a plan to support parallel execution with legacy ERP systems, at least for a 1-month window, to ensure smooth transition for users and cross-validation of legacy migrated data by admins.
- The modules non-existent in legacy ERP, to be initialized and populated with data to be shared by the Institute.
- Service Provider to encrypt and archive legacy ERP (and backups) in read-only mode for future audits and provide limited access to select admins.
- The migration phase is to be performed/co-ordinated by the Service Provider's on-site deployed staff in close consultation with the institute's administration.

**Deputy Registrar
(Store & Purchase)**

IMPORTANT NOTES TO THE BIDDER:

1. IISER Berhampur invites tenders under “2 Bid system” for supply of Academic ERP System as per the specifications given in the Scope of Work.
2. Tender document can be downloaded from the Institute website at URL Link: www.iiserbpr.ac.in or Central Public Procurement Portal (CPPP) at www.eprocure.gov.in and <http://www.iiserbpr.ac.in/tenders>.
3. The bidders are requested to read the tender document carefully and ensure all the compliance with instructions herein. Non-compliance of the instructions contained in this document may disqualify the bidders from the tender process.

All offers should be written in the English and price should be written in both, figures and words. The offer should be typed or written in pen ink or ball pen. Offer in pencil will be ignored. The tenderer shall certify that the rates being quoted are not higher than those quoted for any Govt. Deptt. or Institution or DGS&D or any organization and that if during the years at any time the tenderer has quoted rates lower than those quoted against this tender, the Institute would be given the benefit of Lower rates by the tenderer.

4. The prescribed tender documents should be submitted in one sealed envelope duly super scribed with “Academic ERP System” at IISER Berhampur”. This sealed envelope should contain three sealed envelopes marked A, B, & C as prescribed as under:
 - a) Envelope A containing appropriate Tender Fee (if applicable) & Earnest Money Deposit (EMD) in the form of Demand Draft in favor of IISER BERHAMPUR payable at Berhampur. Tender shall be rejected if the Earnest money D.D.’s are not found in proper order.
 - b) Envelop B containing the Technical Bid along with the supporting documents. (See Terms & Conditions for more details)
 - c) Envelop C containing the Financial Bid. The tender document should be sent to:
Deputy Registrar
Store & Purchase
IISER Berhampur
Laudigam, Konisi, Ganjam, Odisha - 760003
5. The complete tender document is to be signed with seal & is to be placed in the separate envelope along with the necessary required documents.
6. Bidders are required to enclose photocopy of cheque & NEFT Bank Details with tender /quotation to enable us to making payment through on line transfer for refund of EMD.
7. All bids must be delivered to the above office up to the date and time indicated above. Bids will be opened in the presence of Bidders’ authorized representatives who choose to attend on the specified date and time. In the event of the date specified for bid receipt and opening being declared as a closed holiday for purchaser’s office, the due date for submission of bids and opening of bids will be next working day or as announced by the Institute in the appropriate manner.
8. Any clarification regarding tender specification before submission of tender document can be discussed with the Store and Purchase Officer (0680 2227-705 / 707 / 709 / 728) and email id is purchase@iiserbpr.ac.in / dr@iiserbpr.ac.in.
9. Please Note that the tender document is subjected to verification with the original document, and if any discrepancy is found, the tender would be rejected. Tenders (Technical Bid) will be opened first in the presence of the attending Service Providers.

CHAPTER - 5: TECHNICAL SPECIFICATIONS & COMPLIANCE

Sr. No.	Instrument/Equipment	Quantity	Compliance (Yes/No)
1.	Supply of "Academic ERP System"	01	

Note:

Bidders are required to fill this table as per the "**Scope of Work**" given in the Chapter 4 of this Tender Document.

CHAPTER 6: PRICE SCHEDULE

The Bill of materials must be included in the technical offer as well as commercial offer. However, the technical offer should not contain any price information.

Price Schedule **Supply of "Academic ERP System"**

Name of the Firm/Bidder _____

Tender No.: IISERBPR/S&P/2026-27/01

S. No.	Item Description	Qty	Unit Price	GST %	GST Amount	Total Amount Without taxes	Total Amount With taxes
1	Supply of "Academic ERP System"	01 Nos.					

Total Bid price in words: _____

Signature of Bidder:

Name:

Stamp

CHAPTER 7: CHECK LIST FOR CHECKLIST FOR EVALUATION

To be filled by the bidder and submitted along with the Technical Bid.

Sr. No	Technical Information	Page No.	Remarks
1.	Tender Fee, if applicable		
2.	EMD		
3.	Registration/Incorporation Certificate in support of the existence of the firm/company for required number of years as per the tender schedule eligibility criteria		
4.	Authorization Certificate		
5.	Average Annual turnover of the bidder, for the last three successive years should be 04 times of cost of project duly certified by the Chartered Accountants.		
6.	Copy of PAN and GST Registration Documents		
7.	Income tax return (Last Three Years)		
8.	Technology used in such installation		
9.	Documents in support of Technical Specifications for the ERP Software and its implementation		
10.	Self-declaration for not black listed		
11.	Name of the Educational Institutions / organizations where they have installed ERP with functionalities installed with contact name & address, Mob. Nos and e-mails.		
12.	Performance certificate/ Experience Certificate (issued by existing/previous client)		
13.	Duly signed & office Seal affixed as a token of acceptance of Special Terms and Conditions.		
14.	Certificate, to the effect that the bidder is not supplying the quoted item(s) to any other Govt. / Pvt. Organizations / Institutions at the rate lower than the rate quoted against this tender.		
15.	Proof of Concept of the Functionalities		
16.	Certificate for 'Class-I local supplier' and 'Class-II local supplier'		
17.	Certificate for verification of local content		
18.	Work Orders, Service Completion Certificates, Client Feedbacks, etc. of similar contracts executed in the last five years.		

Note:

The tenderer will be disqualified at any stage of the tender process, if found to have misled or furnished false information in the forms/Statements/Certificates submitted in proof as above.

Annexure- 'A'

COVER LETTER

(To be submitted in Original on Letterhead duly signed and stamped)

Date:

To,
The Director, IISER Berhampur

Subject: Tender Ref No.

Dear Sir,

We, the undersigned, offer to provide the campus shifting services to IISER Berhampur in response to your Tender notice no. _____ date _____.

We are hereby submitting our proposal for the same.

We hereby declare that all information and statements made in this proposal are true and we understand and accept that any misinterpretation by us, may lead to our disqualification.

We agree to abide by all the terms and conditions of the Tender document. We would hold the terms of our proposal valid for 180 days as stipulated in the Tender document.

We understand you are not bound to accept any proposal you receive and we also undertake to unconditionally accept all the terms and conditions of this Expression of Interest and herewith submit our bid on our own volition after a detailed survey of both the campuses.

The undersigned is authorized to sign this bid document. The authority letter to this effect is enclosed.

Yours sincerely, Authorized
Signatory:

Name and Title of Signatory:

E-mail:

Mobile No:

Annexure– ‘B’

LETTER OF AUTHORITY
(To be submitted in Original on Letterhead)

Date:

To,

The Director, IISER Berhampur

Subject: Letter of Authority for Tender No. _____ Dated _____

Dear Sir,

We, M/s _____ (Name of the bidder) having registered office at _____
(address of the bidder) herewith submit our bid against the said Tender notice.

Mr./Ms. _____ (Name and designation of the signatory), whose signature is appended below, is authorized to sign and submit the bid documents on our behalf against said notice for Tender. His/her Government issued ID Proof No. is _____. Copy of the govt. issued ID proof along with company issued ID card is enclosed along with the bid.

Specimen Signature:

The undersigned is authorized to issue such authorization on behalf of us.

For M/s _____ (Name of the bidder)

Signature and company seal Name

Designation Email

Mobile No.

Annexure– ‘C’

BID-SECURING DECLARATION
(In lieu of EMD)
(To be submitted on the Bidder's Letter Head)

Date: [insert date (as day, month and year)]

Bid No.: [insert number of bidding process]

Alternative No.: [insert identification No if this is a Bid for an alternative]

To: [insert complete name of Public Body]

I/We*, the undersigned, declare that:

I/We* understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration In lieu of Earnest Money Deposit.

I/We understand that if I/We withdraw or modify our Bids during the period of validity, or if I/We are awarded the contract and I/We fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, I/We will be suspended for the period of one year from being eligible to submit Bids for all future contracts.

I/We* understand this Bid Securing Declaration shall cease to be valid if I am/we are* not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our* Bid.

Signed: [insert signature of person whose name and capacity are shown] In the capacity of [insert legal capacity of person signing the Bid Securing Declaration]

Name: [insert complete name of person signing the Bid Securing Declaration]

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder] Dated

on _____ day of _____, _____ [insert date of signing]

Corporate Seal (where appropriate)

[Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid.]

****Please delete as appropriate***

Annexure– ‘D’

FINANCIAL INFORMATION

I. Financial Analysis – Details to be furnished duly supported by figures in the Balance Sheet / Profit & Loss Account for 3 (three) years duly certified by the Chartered Accountant, as submitted by the applicant to the Income-Tax Department (Copies to be attached).

Financial Years
(In Crores)

Sl.No	Details	(1)	(2)	(3)
		2024-25	2023-24	2022-23
i)	Gross annual turnover in works.			
ii)	Profit / Loss			

II. Financial arrangements for carrying out the proposed works.

Note: Attach additional sheets, if necessary

Signature of Chartered Accountant with seal

Signature (s) of Bidder(s)

Annexure– ‘E’

Details of eligible similar nature of works completed during the last Seven years

Sl. No	Name of the work/ Project and Location	Owner or Sponsoring Organization	Cost of work (In Rs. Crores)	Date of Commencement as per Contract	Stipulated date of Completion	Actual date of completion	Litigation or Arbitration Pending/ in Progress with Detail *	Name and Address/ Telephone number of officers to whom reference may be made	Whether the work was done on back-to-back basis Yes / No
1	2	3	4	5	6	7	8	9	10

(Ending up to previous day of last date of submission of online tender)

* Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Tenderer(s)

Annexure- 'F'**BIDDER INFORMATION FORM**

(On company letter head)

(Along with supporting documents, if any)

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

Tender Document No.: _____; Tender Title: Goods/Services

Note: Bidder shall fill in this Form following the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted. Bidder shall enclose certified copies of the documentary proof/evidence to substantiate the corresponding statement wherever necessary and applicable. Bidder's wrong or misleading information shall be treated as a violation of the Code of Integrity. Such Bids shall be liable to be rejected as nonresponsive, in addition to other punitive actions provided for such misdemeanours in the Tender Document.

(Please tick appropriate boxes or strike out sentences/phrases not applicable to you)

1) Bidder/Contractor particulars:

- (a) Name of the Company:.....
- (b) Corporate Identity No. (CIN):
- (c) Registration, if any, with The Procuring Entity:
- (d) GeM Supplier ID (if registered with GeM, it is mandatory at the time of placement of Contract)
- (e) Place of Registration/Principal place of business/manufacture
- (f) Complete Postal Address:
- (g) Pin code/ ZIP code:
- (h) Telephone nos. (with country/ area codes):
- (i) Mobile Nos.: (with country/area codes):
- (j) Contact persons/ Designation:
- (k) Email IDs:

Company's Legal Status
(tick on appropriate option)

- 1) Limited Company
- 2) Undertaking
- 3) Joint Venture
- 4) Partnership
- 5) Others

Company Category

- 1) Micro Unit as per MSME
- 2) Small Unit as per MSME
- 3) Medium Unit as per MSME
- 4) Ancillary Unit
- 5) SSI
- 6) Others

2) Taxation Registrations:

PAN number:

Type of GST Registration as per the Act (Normal Taxpayer, Composition, Casual Taxable Person, SEZ, etc.):

GSTIN number in Consignor and Consignee States

Registered/Certified Works/Factory where the Goods would be mainly manufactured and Place of Consignor for GST Purpose:

Contact Names, Nos. & email IDs for GST matters (Please mention primary and secondary contacts):

☐ We solemnly declare that our GST rating on the GST portal/Govt. official website is not negative/blacklisted.

Documents to be submitted: Self-attested Copies of PAN card and GSTIN Registration.

3) Authorization of Person(s) signing the bid on behalf of the Bidder

Full Name:

Designation:

Signing as:

☐ A sole proprietorship firm. The person signing the bid is the sole proprietor/constituted attorney of the sole proprietor,

☐ A partnership firm. The person signing the bid is duly authorised being a partner to do so, under the partnership agreement or the general power of attorney,

☐ A company. The person signing the bid is the constituted attorney by a resolution passed by the Board of Directors or in pursuance of the Authority conferred by Memorandum of Association.

Documents to be submitted: Registration Certificate/Memorandum of Association/Partnership Agreement/Power of Attorney/Board Resolution

4) Bidder's Authorized Representative Information

Name:

Address:

Telephone/Mobile numbers:

Email Address:

(Signature with date)

.....

..... (Name and

designation)

Duly authorized to sign bid for and on behalf of

[name & address of Bidder and seal)

Annexure- 'G'

DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION

(to be provided on letter head of the firm)

I hereby certify that the above firm namely _____ is neither blacklisted by any Central/State Government/Public Undertaking/Institute nor any criminal case registered /pending against the firm or its owner /partners anywhere in India (or) against any of its branches (or) partners abroad.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:

Annexure- 'H'

NO RELATIONSHIP CERTIFICATE

(On Company Letterhead)

1. I/We hereby certify that I/We* am/are* related/not related (*) to any officer of IISER Berhampur. (If Related provide the details of the employee)
2. I/We* am/are* aware that, if the facts subsequently proved to be false, my/our* contract will be rescinded with forfeiture security deposit and I/We* shall be liable to make goods the loss or damage resulting from such cancellation.
3. I//We also note that, non-submission of this certificate will render my /our tender liable for rejection.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:

Annexure- 'I'**Self-Certification regarding Local Content (LC) for Goods, Services or Works**

(to be provided on Rs. 100/- Stamp Paper)

Date:

Sub: Declaration of local Content: Tender Reference Number _____

1. Country Of Origin Of Goods being Offered ; _____
2. We hereby declare that items offered has _____ % Local Content

I __S/o, D/o, W/o _____, Resident of ____ do hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of Indian Institute of Science Education and Research, Berhampur, Ministry of Education, Government of India issued vide Tender Enquiry No. dated

That the information furnished hereinafter is correct to best of my knowledge and belief and I undertake to produce relevant records before the procuring authority or any authority nominated by IISER Berhampur for the purpose of assessing the LC.

That the LC for all inputs which constitute the said Goods /Services/Works has been verified by me and I am responsible for the correctness of the claims made therein.

That in the event of the LC of the Goods/Services/Works mentioned herein is found to be incorrect and not meeting the prescribed LC norms, based on the assessment of an authority nominated by IISER Berhampur and I will be liable as under clause 9(f) of Public Procurement (Preference to Make in India) Order 2017.

I agree to maintain all information regarding my claim for LC in the Company's record for a period of 2 years and shall make this available for verification to any statutory authorities:

i. Name and details of the Local Supplier:
(Registered Office, Manufacturing unit location, nature of legal entity)

ii. Date on which this certificate is issued:

iii. Product for which the certificate is produced:

iv. Procuring agency to whom the certificate is furnished:

v. Percentage of LC claimed:

vi. Name and contact details of the unit of the manufacturer:

For and on behalf of _____ (Name of firm/ entity)

Authorized signatory

(To be duly authorized by the Board of Directors)
Name, Designation and Contact No.

Annexure- 'J'

ACCEPTANCE OF TENDER TERMS

(To be given on Company Letter Head)

Date: ____ / ____ / ____

To,
The Director
Indian Institute of Science Education & Research Berhampur At-
Laudigam, Konisi, Dist-Ganjam, Odisha-760003

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' 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 (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 certify that all information furnished by 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 prejudice to any other rights or remedy including that we can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Annexure- 'K'

PROFORMA OF BANK GUARANTEE
(on non-judicial paper of appropriate value)

To,
The Director, IISER Berhampur

BANK GUARANTEE NO:
DATE:

Dear Sir(s)

This has reference to the Contract No. _____ dated awarded by Indian Institute of Science Education and Research (IISER), Berhampur on M/s _____ (Name & Address of Bidder) towards shifting and specialized material handling services of scientific lab equipment, office/it/kitchen/medical equipment etc., all types of furniture and all other miscellaneous stores from IISER BERHAMPUR transit campus to IISER BERHAMPUR permanent campus

The conditions of this order provide that the Service Provider shall render the services as mentioned in Section –
III: Scope of Services of the tender document.

M/s _____ (Name of bidder) has accepted the said Work Order with the terms and conditions stipulated therein and have agreed to issue the Performance Bank Guarantee on their part, towards promises and assurance of their contractual obligations. The Service Provider holds an account with us and has approached us and at their request and in consideration of the promises, we hereby furnish such guarantees as mentioned hereinafter.

IISER Berhampur shall be at liberty without reference to the Bank and without affecting the full liability of the Bank hereunder to take any other undertaking of security in respect of the suppliers obligations and/ or liabilities under or in connection with the said contract or to vary the terms vis-a-vis the said contract or to grant time and or indulgence to the supplier or to reduce or to increase or otherwise vary the prices or the total contract value or to forebear from enforcement of all or any of the obligations of the supplier under the said contract and/ or the remedies of IISER BERHAMPUR under any security now, or hereafter held by IISER BERHAMPUR and no such dealing(s) with the supplier or release or forbearance whatsoever shall have the effect of releasing the bank from its full liability of IISER BERHAMPUR hereunder or of prejudicing right of IISER BERHAMPUR against the bank.

This undertaking guarantee shall be a continuing undertaking guarantee and shall remain valid and irrevocable for all claims of IISER BERHAMPUR and liabilities of the supplier arising up to and until (date).

This undertaking guarantee shall be in addition to any other undertaking or guarantee or security whatsoever the that IISER BERHAMPUR may now or at any time have in relation to its claims or the supplier's obligations/ liabilities under and / or in connection with the said contract and IISER BERHAMPUR shall have the full authority to take recourse to or enforce

this undertaking guarantee in preference to the other undertaking or security(ies) at its sole discretion and no failure on the part of IISER BERHAMPUR in enforcing or requiring enforcement of any other undertaking or security shall have the effect of releasing the bank from its full liability hereunder.

We (Name of Bank) hereby agree and irrevocably undertake and promise that if in your (IISER BERHAMPUR 's) opinion any default is made by M/s(Name of bidder) in performing any of the terms and

/or conditions of the agreement or if in your opinion they commit any breach of the contract or there is any demand by you against M/s (Name of bidder), then on notice to us by you, we shall on demand and without demur and without reference to M/s (Name of the bidder), pay you, in any manner in which you may direct, the amount of Rs. _____ /-(Rupees Only) or such portion thereof as may be demanded by you not exceeding the said sum and as you may from time to time require. Our liability to pay is not dependent or conditional on your proceeding against M/s (Name of the bidder) and we shall be liable & obligated to pay the aforesaid amount as and when demanded by you merely on an intimation being given by you and even before any legal proceedings, if any, are taken against M/s (Name of the bidder)

The Bank hereby waives all rights at any time inconsistent with the terms of this undertaking guarantee and the obligations of the bank in terms hereof shall not be anywhere affected or suspended by reason of any dispute or disputes having been raised by the supplier (whether or not pending before any arbitrator, Tribunal or Court) or any denial of liability by the supplier or any order or any order or communication whatsoever by the supplier stopping or preventing or purporting to stop or prevent payment by the Bank to IISER BERHAMPUR hereunder.

The amount stated in any notice of demand addressed by IISER BERHAMPUR to the Bank as claimed by IISER BERHAMPUR from the supplier or as suffered or incurred by IISER BERHAMPUR on the account of any losses or damages or costs, charges and/or expenses shall as between the Bank and IISER BERHAMPUR be conclusive of the amount so claimed or liable to be paid to IISER BERHAMPUR or suffered or incurred by IISER BERHAMPUR, as the case may be and payable by the Bank to IISER BERHAMPUR in terms hereof.

IISER BERHAMPUR shall have full liberty without reference to us and without affecting this guarantee, postpone for any time or from time to time the exercise of any of the powers and rights conferred on you under the contract with the said M/s (Name of bidder) and to enforce or to forbear from endorsing any power or rights or by reason of time being given to the said M/s (name of bidder) which under law relating to the sureties would but for the provisions have the effect of releasing us.

Your right to recover the said sum of Rs. _____ /- (Rupees only) from us in manner aforesaid will not be affected/ or suspended by reason of the fact that any dispute or disputes have been raised the said M/s (Name of the bidder) and/ or that any dispute or disputes are pending before any officer, tribunal or court or Arbitrator.

The guarantee herein contained shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the said M/s (Name of bidder) but shall in all respects and for all purposes be binding and operative until payment of all dues to IISER BERHAMPUR in respect of such liability or liabilities.

Our liability under this guarantee is restricted to _____ Rs. _____ /- (Rupees Only). Our guarantee shall remain in force until unless a suit action to enforce a claim under guarantee is filed against us within six months from (which is date of expiry of guarantee) all your rights under the said guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there under.

We have power to issue this guarantee in your favour under Memorandum and Articles of Association of our Bank and the undersigned has full power to do under the power of Attorney dated.

Notwithstanding anything contained herein:

1. Our liability under this guarantee shall not exceed Rs (in words)
2. This bank guarantee shall be valid up to & unless a suit for action to enforce a claim under guarantee is filed against us within six months from the date of expiry of guarantee. All your rights under the said guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there after i.e. after six months from the date of expiry of this Bank guarantee.

3. We are liable to pay the guaranteed amount or any parts thereof under this bank guarantee only and only if you serve upon us a written claim or demand or before.
4. The Bank guarantee will expire on _____ Granted by the Bank

Signature of the authorized officer of the

bank Name of the officer:

Designation of the officer:

Seal, name, email and address of the:

Bank and address of the Branch.:

Annexure to Bid Form: Eligibility Declarations

(To be submitted as part of tender/Technical Bid)

(on company letter head)

(Along with supporting documents, if any)

Tender No :

Bidder's Name: _____

(Address and contact details)

Bidder's Reference No. _____

Date: _____

"We have read the clause regarding restrictions on procurement from a Bidder of a country which shares a land border with India; and solemnly certify that we are not from such a country or, if from such a country, we are registered with the Competent Authority (copy enclosed). We hereby certify that we fulfil all requirements in this regard and are eligible to be considered."

Penalties for false or misleading declarations:

We hereby confirm that the particulars given above are factually correct and nothing is concealed and also undertake to advise any future changes to the above details. We understood that any wrong or misleading self-declaration by us would be violation of Code of integrity and would attract penalties as mentioned in this tender document, including debarment.

_____ (Signature with date)

(Name and designation)

Duly authorized to sign Bid for and on behalf of

(Name & address of the Bidder and Seal of Company)

Annexure- 'M'**BANK DETAILS****(To be printed on Bidder's letter head)**

Bank Account Details	
Name of Beneficiary	
A/c. No. CC/CD/SB/OD (beneficiary)	
Name of Bank	
IFSC No. (Bank)	
Branch Address and Branch Code	
Other Details	
Bidder's PAN No.	
Bidder's GST No	

Declaration: I undertake the responsibility to intimate the changes, if any, in above particulars.

Bidder Signature: _____

Bidder Name: _____

Place & Date: _____

Certificate by Bank

Certificate that the Bank Account Details furnished above are correct as per our records.

Bank's Stamp:

Signature of the authorized official of the Bank

Place & Date: _____

CHAPTER – 8: CHECKLIST: ELIGIBILITY CRITERIA FOR BIDDERS

Bidders to indicate whether the following are enclosed/mentioned by striking out the non-relevant option

Envelope-1(Technical-Bid)				
(Following documents to be provided as single PDF file)				
S. No.	Content	Document Attached	Page No. in the attached document	
1.	CHAPTER - 5: TECHNICAL SPECIFICATIONS & COMPLIANCE	(Yes /No)		
2.	CHAPTER - 6: PRICE SCHEDULE	(Yes /No)		
3.	CHAPTER 7: CHECK LIST FOR CHECKLIST FOR EVALUATION	(Yes /No)		
4.	Annexure- 'A'- COVER LETTER	(Yes /No)		
5.	Annexure- 'B'- LETTER OF AUTHORITY	(Yes /No)		
6.	Annexure – 'C' DECLARATION OF SITE VISIT (ON LETTER HEAD)	(Yes /No)		
7.	Annexure- 'C'- BID-SECURING DECLARATION	(Yes /No)		
8.	Annexure- 'D'- FINANCIAL INFORMATION	(Yes /No)		
9.	Annexure- 'E'- Details of eligible similar nature of works completed during the last Seven years	(Yes /No)		
10.	Annexure- 'F'- BIDDER INFORMATION FORM	(Yes /No)		
11.	Annexure- 'G'- DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION	(Yes /No)		
12.	Annexure- 'H'- NO RELATIONSHIP CERTIFICATE	(Yes /No)		
13.	Annexure- 'I'- Self-Certification regarding Local Content (LC) for Goods, Services or Works	(Yes /No)		
14.	Annexure- 'J'- ACCEPTANCE OF TENDER TERMS	(Yes /No)		
15.	Annexure- 'K'- PROFORMA OF BANK GUARANTEE	(Yes /No)		
16.	Annexure- 'L'- Annexure to Bid Form: Eligibility Declarations	(Yes /No)		
17.	Annexure- 'M'- BANK DETAILS	(Yes /No)		
18.	CHAPTER – 8: CHECKLIST: ELIGIBILITY CRITERIA FOR BIDDERS	(Yes /No)		
Envelope-2 (Financial-Bid)				
Sr. No.	Documents	Content	File Type	Document Attached (Yes /No)
1	Financial Bid	Price bid should be submitted in Excel (BOQ) Format	.xls	

IMPORTANT NOTICE

TENDERERS RESPONDING TO THIS ENQUIRY SHALL BE DEEMED TO BE AGREEABLE TO THE TERMS AND CONDITIONS HEREIN CONTAINED. THESE TERMS AND CONDITIONS SHALL BE BINDING ON THE SUCCESSFUL TENDERER. CONDITIONAL TENDERS ARE LIABLE TO BE REJECTED. IISER BERHAMPUR WILL PROCESS THE TENDER AS PER IISER BERHAMPUR STANDARD PROCEDURES. THE DIRECTOR OF THE INSTITUTE RESERVES THE RIGHT TO REJECT ANY OR ALL OR PART OF TENDER WITHOUT ASSIGNING ANY REASON AND SHALL ALSO NOT BE BOUND TO ACCEPT THE LOWEST TENDER. IISER BERHAMPUR WOULD NOT BE UNDER ANY OBLIGATION TO GIVE ANY CLARIFICATIONS TO THE AGENCIES WHOSE BIDS ARE REJECTED.

I agree to all terms and conditions mentioned in the tender document of the Institute

Signature of the Tenderer

MANDATE FORM FOR INSTITUTE REVENUE ACCOUNT

1	PFMS unique code	ORGN00013874
2 (i)	Agency Name (Name of the Institute)	Indian Institute of Science Education and Research Berhampur
2 (ii)	Agency Type (statutory Bodies/Autonomous/NGO/Society etc)	Registered Societies Act (Government Autonomous Body)
2 (iii)	Hierarchy of Agency (Central/State/District/Block/Tahsil/Panchayat/Village)	Central
2 (iv)	Act/Registration No	GJMNO 8628-08
2 (v)	Date Of Registration	18-10-2016
2 (vi)	Registering Authority	Society Registration Act (XXI of 1860)
2 (vii)	State of Registration	Odisha
3	TIN No	-
4	TAN No	BBNI01150C
5	Complete Contact Address of the Agency	
5(i)	Block No/Building/Name of Premises	ITI premises, NH_59, Berhampur, Ganjam, Odisha-760010
5(ii)	Road/Street/Post office	Engineering school road, NH-59
5(iii)	Area/Locality	Berhampur
5(iv)	City/District	Berhampur
5(v)	State	Odisha
5(vi)	Pin code	760010
6	Contact person	
6(i)	Designation	Swarup Narayan Behera
6(ii)	Phone Number (Land Line)	Assistant Registrar
6(iii)	Alternate Phone No/Mobile No	0680-2227783
6(iv)	Official E-mail address	8763258390
6(v)	Official E-mail address	fna@iiserbpr.ac.in
7	Bank account detail	
7(i)	Institution's Account Name	IISER BERHAMPUR REVENUE ACCOUNT
7(ii)	Account No	37927733884
7(iii)	IFSC code	SBIN0000033
7(iv)	Bank Name (in full)	State Bank Of India
7(v)	Branch Name	Berhampur Main Branch
7(vi)	Branch Address	Utkal Ashram Road, Berhampur-760001
7 (vii)	Account Type	Current

Certified that the Institute's account is an RTGS/ECS/NEFT enabled branch. I hereby declare that the particulars given above are correct and complete. The above Agency's Account No. and bank details are registered/mapped under PFMS.

Date: - Dec 21, 2023

Signature of **Swarup Narayan Behera**
 the Competent Authority / Asst. Registrar (F&A)
 of the Agency with seal **IISER BERHAMPUR**

Certified that the particulars furnished above are correct as per our records

Date: - Dec 21, 2023

Signature of the Authorised Bank Official with seal
For State Bank of India
Asst. Gen. Manager
Berhampur, Ganjam (0033)