



QUOTATION NOTICE

Quotation Number	IAV/M1/2024-25/800/002-QN-1
Date of Issue	23/09/2024
Due date and time for receipt of quotations	30/09/2024; 11:00AM
Date and time for opening of quotations	30/09/2024; 11:30AM
Date up to which the rates are to remain firm for acceptance	30/11/2024
Designation and address of officer to whom the quotation is to be addressed	The Director Institute of Advanced Virology Bio 360 Life Sciences Park Thonnakkal, Thiruvananthapuram Kerala – 695 317
Mode of bidding	Single Bid (Techno-Commercial)
Superscription: AMC of DG sets for a period of one year	

1. Sealed quotations are invited from experienced firms having expertise for a minimum period of two years in installation and servicing of DG sets of Cummins and Kirloskar makes for providing the services specified in the attached schedule. Necessary documents to prove the experience should be submitted along with the quotation
2. The tenderers may submit the quotations as per the format attached as **Annexure I**, **Annexure II**, the undertaking as per **Annexure III** and checklist as per **Annexure IV** in their own papers/letter head.
3. The technical details such as compliance to the scope of work, experience details, GST certificate are to be submitted along with the quotation.
4. The quotations will be opened at the prescribed time in the presence of such of the tenderers or their authorized representatives who may wish to be present at that time.



5. The required services shall be required to be provided for a period of one year from the date of commencement. The Institute reserves the right to extend the services for further period(s) at mutually agreed terms.
6. The rates quoted should be for providing the mentioned services at **INSTITUTE OF ADVANCED VIROLOGY, Bio 360 Life Sciences Park, Thonnakkal, Trivandrum, Kerala- 695 317.**
7. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted above.
8. Any quotation received after the due date and time fixed is liable to be rejected. Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.
9. Bidders are advised to inspect and examine the site at their own cost and satisfy themselves about the service requirements before submitting their tenders. Submission of a tender by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.
10. Further details of the requirements and the conditions governing the tender can be obtained free on request from the office till 27.09.2024; 4:00PM.
11. The acceptance of the quotations will be subject to the following conditions:
 - (i) Acceptance of the quotation constitutes a concluded contract. Nevertheless, the successful tenderer must within a fortnight after the acceptance of his quotation execute an agreement at his own cost for the satisfactory fulfilment of the contract.
 - (ii) Withdrawal from the quotation after it is accepted or failure to provide the services within a specified time or according to specifications will entail cancellation of the order and obtaining the services at the offeror's expenses from elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the Institute reserves also the right to remove the defaulter's name from the list of service providers permanently or for a specified number of years.
 - (iii) No representation for enhancement of price once accepted will be considered during the currency of the contract.\
 - (iv) Any attempt on the part of tenderers or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tenderers.



INSTITUTE OF ADVANCED VIROLOGY (IAV)
Autonomous Institution under Science and Technology Department, Government of Kerala

- (v) If any license or permit is required of execution of the proposed services ,the tenderers must specify the same in their quotation and also state the authority to whom application is to be made.
- (vi) Any sum of money due and payable to the contractor (including Security Deposit returnable to him) under this contract may be appropriated by the authorities of the Institute or any other person authorized by the Institute and set-off against any claim of the authorities of the Institute for the payment of a sum of money arising out of or under any other contract made by the contractor with the Institute or any other person authorized by the Institute.
- (vii) The prices quoted should be inclusive of all taxes, duties etc., which are or may become payable by the contractor under existing or future laws or rules of the country during the course of execution of the contract.
- (viii) The payments for the services will be made on quarterly basis after the satisfactory completion of services. Bank charges incurred in connection with payment against documents through bank will be to the account of the contractor. The firms shall produce stamped pre-receipted invoices to the Institute after completion fo the services.
- (ix) Any sum of money due and payable to the successful tenderer or contractor from Institute shall be adjusted against any sum of money due to the Institute from him under any other contracts.
- (x) Special conditions, if any, printed on the quotation sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the Institute.

Director
IAV, Thiruvananthapuram

Place: Thiruvananthapuram

Date: 23/09/2024



ANNEXURE I
SCOPE OF SERVICES

Name of Firm:

Quotation No.:

Sl. No.	Description of the item	Compliance (Yes/No)																				
1	<p>Annual Maintenance Contract (AMC) of the DG sets as listed below for a period of one year from 01/10/2024 to 30/09/2025.</p> <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="text-align: center;">Sl no</th><th style="text-align: center;">Model and serial no</th><th style="text-align: center;">kVA</th><th style="text-align: center;">Make</th><th style="text-align: center;">Quantity</th></tr></thead><tbody><tr><td style="text-align: center;">1</td><td>QSB5.9 (84852405)</td><td style="text-align: center;">160</td><td style="text-align: center;">Cummins</td><td style="text-align: center;">1</td></tr><tr><td style="text-align: center;">2</td><td>QSL9G15 (84513928)</td><td style="text-align: center;">320</td><td style="text-align: center;">Cummins</td><td style="text-align: center;">1</td></tr><tr><td style="text-align: center;">3</td><td>2020042</td><td style="text-align: center;">400</td><td style="text-align: center;">Kirloskar</td><td style="text-align: center;">1</td></tr></tbody></table> <p>The detailed requirement as part of the AMC are as follows:</p> <ol style="list-style-type: none">1. The contract shall be valid for a period of one year from date of commencement.2. The inspection and periodic/preventive maintenance of the DG sets shall be carried out four (4) times during the period of the contract.3. The B check, C check, D check and other minor adjustments/repairs as needed for trouble free functioning of the DG sets.4. Inspection/maintenance/repairs as per the original engine manufacturer's service instructions and instructions of the statutory authorities.5. Checking of operational data and log book and provide necessary guidance.6. Attending any breakdown calls with respect to the malfunctioning of DG set. This is in addition to the mandatory service visits as per point no:2.	Sl no	Model and serial no	kVA	Make	Quantity	1	QSB5.9 (84852405)	160	Cummins	1	2	QSL9G15 (84513928)	320	Cummins	1	3	2020042	400	Kirloskar	1	
Sl no	Model and serial no	kVA	Make	Quantity																		
1	QSB5.9 (84852405)	160	Cummins	1																		
2	QSL9G15 (84513928)	320	Cummins	1																		
3	2020042	400	Kirloskar	1																		



INSTITUTE OF ADVANCED VIROLOGY (IAV)
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	<ol style="list-style-type: none">7. The spares required for repairs are not in the scope of this contract and shall be provided by the institute as per the advice of the service engineer.8. The contractor shall provide experienced manpower to carry out repair/replacement of the defective parts/ spares.9. The charges for machining reconditioning jobs like grinding, welding, rebuilding, lifting, repair of acoustics etc are not included in the scope of services which will be paid at actuals after successful completion of the services in such instances.	
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ANNEXURE II
FINANCIAL BID

Name of the work: AMC charges for DG set as per scope of services (Annexure I) for a period of one year

Name of Firm:

Quotation No.:

SL. No	Name of item	Qty req.	Annual rate (INR)	GST @ rate	Total Amount (INR)
1	Make: Cummins Model/serial no: QSB5.9 (84852405) kVa : 160	1			
2	Make: Cummins Model/serial No:QSL9G15(84513928) kVa : 320	1			
3	Make: Kirloskar Model/serial no:2020042 kVa : 400	1			
Total amount in Figure (Inclusive taxes):					
Total amount in Words:					

(Authorized Name & Signatory of Agency/firm with stamp)



ANNEXURE III

To:

The Director
Institute of Advanced Virology
(Tender Inviting Authority)

UNDERTAKING BY THE TENDERER

I/We have carefully gone through the various terms and conditions mentioned in the quotation notice.....for the **AMC of DG SETS** including annexures.

It is hereby certified that I/we have the prescribed experience of two years in installation and service of DG sets of Cummins and Kirloskar makes. Necessary documents to prove the experience is submitted along with this quotation.

I hereby sign this undertaking as token of our acceptance of all the conditions mentioned in tender document.

Place : _____

Dated : _____ (Authorized Name & Signatory of Agency/firm with stamp)



ANNEXURE IV

Sl no	Description	Submitted (Yes/No)
1	Whether submitted copy of GST certificate	Yes/No
2	Proof of work experience submitted – installation and service of DG sets for a period of two years	Yes/No
3	Whether compliance to scope of work submitted as per Annexure I	Yes/No
4	Whether submitted financial bis as per Annexure II	Yes/No
5	Whether undertaking submitted as per Annexure III	Yes/No

Place : _____

Dated : _____ (Authorized Name & Signatory of Agency/firm with stamp)