NATIONAL CENTRE FOR BIOLOGICAL SCIENCES
(TATA INSTITUTE OF FUNDAMENTAL RESEARCH)
GKVK Campus, Bellary Road, Bangalore-560065
Phone: 23666052/ 23666053 – Fax: 23636662

Annexure- A

NOTICE INVITING e-TENDER

TENDER NOTICE NO: NCBS/INS/22/2026-2027 Dated: 21/09/2026

NIT Details:

On line-item rate tender in two parts i.e. Part A –Techno-commercial Bid and Part B Financial Bid are hereby invited through **e-Tendering mode by** Head-SE&M NCBS on behalf of The Centre Director NCBS, Bangalore-560065 for the following works from eligible contractors who is having adequate experience and capabilities to execute similar works of such magnitude in NCBS

1	Name of Work		**Works Contract to assist in Operation and General Maintenance (O&M) of Equipment installed at NCBS Campus, Bangalore.**
2	Estimated Cost		**Rs.34,00,459.00**
3	Earnest Money		**Rs.68,009.00**
Note: Earnest Money Deposit in original to be submitted preferably in form of Fixed Deposit Receipt or in the form of Demand Draft / Bankers Cheque /Pay Order of a Scheduled Bank, issued in favour of **National Centre for Biological Sciences.**			
4	Cost of Tender Document		**NIL**
5	Tender Processing Fee		**NIL**
6	Period Of Work Completion		**One year (12 months)**
7	Dates of availability of Tender Documents for Download		**From 22.09.2026 (11:30Hrs.) to 30.09.2026 (17:00Hrs.)** To Download – please visit CPPP website https://eprocure.gov.in/eprocure/app. Detailed NIT is also available on website www.ncbs.res.in for view only.

8	Date of Pre-bid clarification		The contractors are requested to send their Pre-bid queries by email not later than **30.09.2026.** Pre-Bid meeting will be held on **01.10.2026 at 11.00 Hrs at NCBS** both virtually and physically. Vendors who wish to attend the meeting virtually may send a request to obtain the meeting code at jaiprakash@ncbs.res.in. The bidders are requested to upload the duly filled, signed, and NCBS-certified Site Inspection Report along with all other tender-related documents as part of the bid submission. The Pre-Bid clarifications will be uploaded in CPPP website by **03.10.2026.**
9	Start Date and Time of Online Submission Of tenders		**05-10-2026 10.00 Hrs**
10	Last date and time of closing online submission of tenders		**14-10-2026 17.30 Hrs**
11	Last date for submission of EMD		**On or Before 14-10-2026 (16:30Hrs.)** at NCBS, GKVK campus, Bellary Road, Bangalore-560065. in a sealed super scribed envelope mentioning name of work and NIT Number. Original documents should be submitted preferably in person. However, documents sent by post or courier will also be considered provided the same is received within due date & time.
12	Date and time of online bid opening Part A i.e. Technical Bid		**15-10-2026 15.00Hrs**
13	Technical presentation as per the understanding the requirement		**Date will be notified later**
14	Date of opening Part-B i.e. Financial Bids of qualified bidders		**Date will be notified later**

Initial Eligibility Criteria:

1. The bidder shall be compliant to the Public Procurement (Preference to Make in India), Order 2017 (as amended from time to time) issued by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry. Also, bidder must submit undertaking along with bid for the local content of…. % offered in subject tender.
2. Preferred 'Class-I local supplier' as defined in Public Procurement (Preference to Make in India), Order 2017, are eligible to participate for subject tender.
3. The Bidder Should have the following and to be submitted along with the Tender document
4. Bidder should have the Copies of valid registration with Government organizations / Semi-Government organizations of State or Central Government or Public sector undertakings or Autonomous bodies of

State or Central Government. The bidder should have work experience with state/central Govt departments and must have a work done certificate for a value equal to ECPT.

5. Banker's Certificate from a Commercial Bank or Net Worth Certificate: Banker's Certificate of the amount equal to **Rs.13.60 lakhs**, or Net worth certificate of minimum **Rs.3.40 lakhs** issued by certified Chartered Accountant with UDIN should not be older than one year from the date of opening tender.
6. Average Annual Financial Turnover on Works Contract to assist in Operation and General Maintenance (O&M) of Equipment installed at NCBS Campus, Bangalore. Works should be at least **Rs.17.00 Lakhs**, during the immediate last 3 consecutive financial years ending **31st March 2025**, issued by certified Chartered Accountant with UDIN should not be older than one year from the date of opening tender.
7. Should not have incurred any loss in more than two years during last five years ending 31st March 2025.
8. Carried Out Similar Works During Last 5 Years.
9. Performance Certificates and work completion certificate, in similar works
10. Valid ESI registration certificate issued by competent authorities from the State of Karnataka
11. Valid PF registration certificate issued by competent authorities from the State of Karnataka
12. Company registration certificate and Form C certificate issued by competent authorities from the State of Karnataka
13. Permanent Account Number (PAN) & GST Certificate.

Similar nature of work means: Experience in "**Works Contract to assist in Operation and General Maintenance (O&M) of Equipment installed at NCBS Campus, Bangalore**.

The bidder should have satisfactorily completed (based on certification of performance by client of the works) **3 (Three)** similar works each of value not less than **₹13.60 Lakhs** or **2 (Two)** similar works each of value not less than **₹20.40 Lakhs** or **1 (One)** similar work of value at least **₹27.20 Lakhs** during the last 7 (Seven) years ending on the last day of the month previous to the one in which the tenders are invited / the works completed up to previous day the last date of submission of tenders shall also be considered and if the eligible similar works are not carried out in Central Government /State Government/ Public Sector Undertaking of Central or State Governments /Central Autonomous bodies, then TDS certificates should be produced by bidder for the same.

Bidders should be a registered firm in Karnataka-India. Joint Ventures and or Consortiums are not acceptable.

Information:

1. Tender document is prepared in two parts viz. Part 'A' (Techno-commercial Bid) and Part 'B'(Financial Bid).

   Part 'B' (Financial bid) consists of Schedule 'B' - Bill of Quantities**.**

   All the above documents will form part of Agreement after award of work to the successful bidder.

   OBTAINING OF STANDARD DOCUMENTS: Prospective Bidders or general public can see and download free of cost **PDF format** of the above documents from website www.ncbs.res.in Tenders and NITs Other Information

2. **Guidelines For-Tendering in CPPP website:**

   To participate in the Tendering process on the CPP Portal, Prospective Bidders require a valid Class III Digital Signature Certificates. All the documents related to the eligibility criteria of tender should be submitted electronically through CPPP portal only. 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 in formation useful for submitting online bids on the CPP Portal may be obtained at: https://eprocure.gov.in/eprocure/app**.**

3. Registration

(i) Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL:https://eprocure.gov.in/eprocure/app) by clicking on the link "**Online Bidder Enrolment**" on the CPP Portal which is free of charge.

(ii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

(iii) 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 CPP Portal.

(iv) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / n Code/ e Mudra etc.), with their profile.

(v) 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.

(vi) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

4. Searching for Tender Documents

(i) There is 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.

(ii)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/emailing case, there is any corrigendum issued to the tender document.

(iii) 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.

5. Preparation of Bids

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

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

6.Submission of Bids

Bids shall be submitted online only at CPPP website: https://eprocure.gov.in/eprocure/app

1. Bidder should login to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as "offline" to pay the EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document as applicable. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise, the uploaded bid will be rejected.
5. Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department are exempted from payment of EMD for supply of goods and services only. The documents (if any) shall be uploaded in e tender portal Otherwise the uploaded bid will be rejected.
6. The agency shall download the pre bid clarification if any for the work and upload the same (scanned copy) duly signed and sealed. The revised documents (if any) shall be uploaded in e tender portal.
7. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all bidders. Bidders are required to download the BOQ file, open it and complete the SKYBLUE coloured (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.
8. Tenderers are advised to upload their documents well in advance, to avoid last minute rush on the server or complications in uploading. NCBS, in any case, shall not be held responsible for any type of difficulties during uploading the documents including server and technical problems what so ever.
9. Bid documents may be scanned with 100dpi with black and white option which helps in reducing size of the scanned document.
10. 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.
11. Submission of the tender documents after the due date and time (including extended period) shall not be permitted.
12. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secure Socket Layer 128bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. **Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.**
13. Upon The Successful and Timely Submission of Bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
14. The bid summary has to be printed and kept as an acknowledgement of the submission of the c bid.
15. Intending Bidders are advised to visit this website regularly till closing date of submission to keep themselves updated as any change/modification the tender will be intimated through this website only by corrigendum / addendum/ amendment.

7. Assistance to Bidders

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.
3. After opening of Part 'A' of tender, Head SE&M, NCBS shall constitute Technical Evaluation Committee which will first verify the online credentials submitted by the bidder with respect to their eligibility for the work and if required, will visit selected worksites of on-going/completed works of the bidders to evaluate the capability of the bidders based on the Annexure-2.

   No modifications in the tender shall be allowed after opening Part 'A'.

4. Tenders with any condition including conditional rebate shall be rejected. However, tenders with unconditional rebate will be accepted.
5. If any information furnished by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering / taking up works in NCBS. Also, if such a violation comes to the notice of Department before start of work, the Engineer-in-charge shall be free to forfeit the entire amount of EMD & Performance Guarantee.
6. The time allowed for carrying out the work will be reckoned from the 15th day after date of written order to commence the work or from the first day of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.
7. Tender will be kept valid for **75 (Seventy-Five) days** from the Last date of closing of online submission of tenders.
8. In case the last date of receipt of original document towards EMD and opening of tender are declared as holiday, the respective date shall be treated as postponed to the next working day, correspondingly.
9. **Original Demand Draft/Bankers Cheque/Pay Order / Fixed Deposit Receipt / Bank Guarantee, if any of a Scheduled Bank towards Earnest Money Deposit as applicable shall be submitted at a fore mentioned place, date and time otherwise Tenders are liable to be rejected and will not be processed further.**
10. **Cheques for Earnest Money Deposit will not be accepted.**
11. **EMD Exemption:** EMD is exempted for MSME/NSIC registered firms. Valid registration certificate shall be enclosed along with the technical bid The contractor whose tender is accepted will be required to furnish by way of security deposit for the due fulfilment of his contract, such sum as will amount to **5%** of the tendered value of work. In addition, the contractor shall be required to deposit an amount equal to **3%** of the tendered value of the contract as Performance Security. Time allowed for submission of Performance Guarantee shall be 28 days from the date of issue of letter of acceptance. **Performance Security of 3%** to be submitted in the form of Bank guarantees. It can also be accepted in the form of fixed deposit receipts of Scheduled Bank or in the form of Government Securities.
12. The Security Deposit will be collected by deductions **@ 5 %** of the gross amount of the running bill of the contractors till the total security deposit recovered will amount to **5%** of the tendered value of work. The Security deposit will also be accepted in the form of Governments Securities, Fixed Deposit Receipts of Scheduled Bank and Nationalized Bank. These shall be endorsed in favour of The Centre Director NCBS. Earnest Money Deposit of successful bidder shall be retuned back / refunded on receipt of Performance Security Deposit, however in case Performance Security Deposit is in the form of Bank Guarantee, Earnest Money Deposit will be released subsequent to confirmation of verification of Bank Guarantee from the issuing Bank.
13. **If the successful tenderer, fails to furnish the prescribed performance guarantee on or before stipulated dates of commencement the department (NCBS) shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.**
14. The acceptance of tender shall rest with department which does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all of the tenders received, without assigning any reason. All tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected.
15. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.

16. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Engineer-In-charge shall be communicated to the Engineer-In-charge.
17. The department reserves the right to accept the whole or only part of the tender and the tenderer shall be bound to perform the same at the rates quoted.

8. LEVY/TAXES Payable by Contractor:

1. **Goods & Services Tax (GST)** or any other tax applicable in respect of **inputs procured by the Contractor** for this contract shall be payable by the Contractor and Government will not entertain any claim whatsoever in respect of the same. However, **component of GST at time of supply of service (as provided in CGST Act 2017) provided by the contract shall be varied if different from that applicable on the last date of receipt of tender including extension if any.**
2. All tendered rates shall be inclusive of all taxes, GST, levy or cess applicable on last stipulated date of receipt of tender including extension if any.
3. Labour Welfare cess @1% of gross value of work done shall be recovered from each bill paid to the contractor.
4. Income tax and cess as applicable shall be deducted from each bill paid to the contractor
5. Any other taxes /cess as per Government directives shall be deducted from each bill paid to the contractor, from time to time.
6. **Bidder has to submit undertaking on their head pursuant to the Section 206AB (as applicable) of the Income Tax Act, 1961 in prescribed format as enclosed.**
7. If any tenderer withdraws his tender within the validity period and before award of work whichever is earlier or make any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall without prejudice to any right or remedy, be at liberty to forfeit 50 % (Fifty Percent) of the Earnest Money absolutely. Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.
8. After award of work to the successful bidder, the successful bidder shall submit time schedule for approval of Competent Authority Which will form part of Agreement.

9. Instructions:

1. The contractor should be registered with https://eprocure.gov.in/eprocure/app. Those contractors not registered on the website mentioned above, are required to get registered.

2. The intending bidder must have valid class-III digital signature for Request for purchase / Download of Tender Document (excel / word formats). The bid can only be submitted/uploaded after providing details of Fixed Deposit Receipts and or Bank Guarantee of any Scheduled Bank towards Earnest Money Deposit and other documents as specified.

3. Tenders will be received online up to time & date as mentioned in the NIT details above. Part A will be opened on the time & date as mentioned in the NIT details above. The receipt of EMD will be checked first. If found in order, Part 'A' will be opened. After opening of Part 'A', for evaluation,

   The contractor's Techno-commercial Bid related documents shall be evaluated and accordingly tenderers will be qualified/disqualified by the Competent Authority. The Part 'B' (Financial Bid) of the qualified tenderers shall then be opened at notified date and time. Date of opening of Part 'B'(Financial Bid) will be intimated to all bidders through the CPP Portal website.

4. The EMDs of the unsuccessful bidders will be returned without any interest only after publishing financial evaluation status of bidders on CPP portal.

5. The Financial Proposal/Commercial bid / BOQ format is provided as BOQ-ZZZ.xls along with this tender document at https://eprocure.gov.in/eprocure/app.Bidders are advised to download this BOQ-ZZZ.xls as it is and quote their offer/rates in permitted column and upload the same in the commercial bid. **All tendered rates shall be inclusive of all taxes and levies payable under respective statutes. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and appropriate action will be taken by department**

6. On opening date, the contractor can login and see the status of Bids after opening

7. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figure appears in SKY BLUE colour. While selecting any of the cells a warning appears **to mandatorily fill all such cells with any value, including "0" (ZERO).**

Note: Prospective agencies shall satisfy themselves of fulfilling all the NIT criteria before submission of tender. Department reserves the right of non-consideration of tender of the agencies not fulfilling the stipulated criteria.

10. **List of compulsory Documents to be scanned from original & uploaded within the period of bid submission by bidder for the evaluation purpose:**

1. Financial Turn Over certified by CA with UDIN.
2. Profit & Loss statement certified by CA with UDIN.
3. Latest Bank Solvency Certificate or Net worth Certificate issued CA with UDIN.
4. List of Similar Works completed in last seven years indicating i) Agency for Whom Executed, ii) Value of work, iii) Stipulated and Actual time of completion, iv) Performance Certificates v) Work completion certificates. vi) The eligible similar works from the clients.
5. Certificates issued by competent authorities from the State of Karnataka:
    a. Valid Registration certificates (Form-C, ESI and PF)
    b. Certificate of Registration for GST.
    c. PAN (Permanent Account Number) Registration
6. FDR/DD/PO/BC of any Scheduled Bank against EMD.
7. Bank Guarantee of any Scheduled Bank against part of EMD, if any.
8. Tender Acceptance Letter On bidder's letterhead as shown in Annexure B
9. **Duly filled in and signed site inspection report certified by NCBS.**

Note: During Technical Evaluation, Missing Documents, if any, can be asked by the inspection committee for submission.

The Bidder are required to fill the following:

a) Techno-commercial Bid
b) Schedule- 'B' (Financial Bid)

Notes

1. Interested agencies may visit website https://eprocure.gov.in/eprocure/app for registration and Bid Submission.
2. Contact for Assistance/clarifications related to tender documents (080)- 2366052/6951
3. Contact for assistance for registration and participation in-tendering

a) 24 x 7 CPP Portal Helpdesk-(0120)4001002, (0120)4001005, (0120)6277787
b) email at support-eproc@nic.in

Email Ids for sending request for Site visit clarifications to jaiprakash@ncbs.res.in

-sd-
Head-SE&M
NCBS
For and on behalf of the centre Director