

**ACADEMY OF SCIENTIFIC AND INNOVATIVE RESEARCH**  
**AcSIR Headquarters, CSIR-HRDC Campus, Sector 19,**  
**Kamla Nehru Nagar, Ghaziabad-201002**  
**Phone No. 9266600847, 9266600947**

**Notice Inviting Tender (AcSIR/WS/3/2025)**

Item rate sealed tenders are hereby invited in two envelopes system, for the below mentioned work from the contractors, working with CPWD /PWD/Railways /MES/P&T/ other govt. departments, in appropriate class. & has carried out (started & completed satisfactorily) the minimum one/two/ three similar works (construction /additions / alterations/ renovations / upgradation of building. Maintenance/ repair works, are not considerable.), each costing not less than Rs. 41.00 lacs/ Rs. 30.80 lacs/ Rs. 20.50 lacs respectively within last seven years, ending on last date of previous month.

<b>Name of Work</b>	<b>Estimated cost (based on latest CPWD SOR &amp; MR), in lacs</b>	<b>EMD/Tender Free (DD from <b>scheduled bank</b>, in favour of Director AcSIR, Ghaziabad)</b>	<b>Time of completion</b>
Renovation of existing office of AcSIR HQ, CSIR-HRDC campus, Ghaziabad.	Civil - <b>Rs. 38.391</b> Elect. - <b>Rs. 12.941</b> Total - <b>Rs. 51.332</b>	Rs. 1,03,000 / Rs. 1000	3.5 Months

The tenders shall not be issued physically. The interested and eligible parties are to download the complete tender document from website <https://acsir.res.in>

The tenders shall be required to submit the bids in two envelopes (envelopes should superscribed with envelope no. & documents in envelope).

**Envelope -1: - Will contain self-attested copies of documents, related to eligibility criteria, including the following: -**

- (a) Valid enlistment order of the contractor.
- (b) GST registration and PAN Card.
- (c) Satisfactory completion certificates for similar works & minimum values, as mentioned above, along with Award letter/Work order.
- (d) EMD and Tender fees in original.

**The completion certificate should contain all necessary Informations including date of start & completion, completion amount & scope of work etc.**

***In case any of the above documents is found missing or non-satisfactory, the tender shall be rejected. No further clarification shall be sought from the tenderer.***

**The tenderers are advised to enclose experience certificates more than minimum required as per NIT**

**Envelope-1 will be superscribed with - envelope 1, containing, tender fee, EMD, Enlistment order, GST Registration, Completion Certificates, etc.**

**Envelope-2: - Will contain Financial Bid including complete tender document downloaded from website (i.e. NIT, Corrigendum/Addendum if any, Conditions of Contract for work, Schedule of quantities with rates)**

**Envelope-2 will be superscribed with - Envelope-2 containing complete tender documents downloaded from the website after quoting rates.**

***The agencies are to follow two envelope system strictly, as described above.***

1. Tenderers must ensure that complete tender document is downloaded from website. All the prints (on one side of paper) of downloaded documents should be of good quality. Vogue /poor quality of printed documents and incomplete documents will not be accepted and may cause rejection of tender. The decision of AcSIR in the matter will be final.
2. The rate should be filled neatly by the tenderer both in figures and words, without any cutting/overwriting. In case of Cutting/Overwriting, the tenderer may re-write the rates and make initials. The amount should be calculated in amount column.
3. Envelope -1&2 are to be lakh sealed separately. Both the envelope is to be sealed in bigger size envelope. The tenders are to be dropped in the box kept in the AcSIR office, latest by **2.00 PM on 21<sup>th</sup> April,2025.**
4. The tender will be opened on 21<sup>th</sup> April,2025 at 2.30 PM, in the presence of tenderers or their representatives if any. Only Envelope-1 shall be opened on this date & time.
5. The bidders shall be qualified after scrutiny of documents, submitted by bidders in Envelop-1. The decision of AcSIR shall be final.
6. The list of qualified bidders & notice for date & time of opening of Envelop -2, will be displayed on website of AcSIR. The bidders are requested to remain in touch with website.
7. When no rate has been quoted for any item, leaving space both in figures, words and amount blank, it will be considered that the tenderer has included cost of this item in other items and rate for such item will be considered as zero and work will be required to be executed accordingly.
8. If any tenderer withdraws the tender before award of work or makes any modification in terms and conditions of the tender which are not acceptable to the department, then AcSIR shall without prejudice to any right to remedy, be at liberty to forfeit 50% of earnest money.
9. Conditional tenders & tender with use of fluid shall be rejected.
10. The electrical work is required to be executed by Licensed electrical contractor only. On award of work and before start of work, the contractor will submit the name of agency along with credentials, who will execute the electrical work.
11. On award of work, the contractor will bring the original documents (the documents, copy of which has been submitted by the tenderer in support of eligibility), for verification.
12. Corrigendum/Addendum, if any, will be on <https://acsir.res.in>.

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