

INDEX

Section No.	Particulars	Page No.
1	Notice Inviting Tender	3
2	Pre-qualification Criteria	4
3	Instruction to Bidders	5-7
4	General Rules & Directions	8-9
5	Conditions of Contract	10-11
6	General Clauses of Contract	12-17
7	Special Clauses of Contract	18-22
8	Scope of Work & Bills of Quantities	23-39
9	Annexure I – XI	40-51
10	Annexure XII: Financial Bid	52

SECTION 1: NOTICE INVITING TENDER

Ref: HBC/PUR/PUBLIC TENDER 33/2025-26

Date: December 09, 2025

Design, Supply, installation, testing and commissioning of 177kWp on-grid rooftop solar power plant at the main building terrace, Homi Bhabha Centre for Science Education - TIFR, Mankhurd, Mumbai – 400088.	Estimated Cost = Rs. 76,11,000 (Incl. GST 8.9%)
Earnest Money Deposit (EMD): Rs. 1,52,220/- (Rupees One Lakh Fifty-Two Thousand Two Hundred Twenty only) by way of Demand Draft in favour of “HBCSE” payable at Mumbai. Alternatively, this amount can be remitted by bank transfer. The details are as follows: HBCSE-TIFR Non Plan A/C, Account No.:1038019943 Bank Address: Central Bank of India Jigna Apartment, Sion-Trombay Road, Mankhurd, Mumbai – 400 088 IFSC Code: CBIN 0282523.	

Tender documents can be downloaded from HBCSE website: www.hbcse.tifr.res.in/tenders or Central Public Procurement Portal: <https://eprocure.gov.in/epublish/app>

All interested bidders are requested to attend the Pre-Bid Meeting at 11:00 AM on December 09, 2025 at Homi Bhabha Centre for Science Education, V. N. Purav Marg, Near Anushakti Nagar Bus Depot, Mumbai – 400 088.

Tender should reach us before or on December 29, 2025 by 02.30 PM (BID DUE DATE)

Tender (Technical bid only) will be opened on December 29, 2025 at 03.30 PM.

The date and time of opening of financial bids will be conveyed to the Technically suitable bidders through Telephone / mail.

Contract Period: Six (06) Months after the date of issue of Work Order/ LOI/ PO or date of completion of Handing Over taking over process whichever is latest.

Bids under **TWO Bid System** (Technical + Financial Bid) are invited on behalf of Centre Director, HBCSE Mumbai for award of contract for **Design, supply, installation, testing and commission of 177kWp on-grid rooftop solar power plant at the main building terrace, Homi Bhabha Centre for Science Education, TIFR, Mankhurd, Mumbai – 400088.** The details of the tender including the scope of work, technical specification, drawings (if applicable) etc. is given in this tender document. All the prospective bidders are requested to go through the tender document before submitting their bids.

Quotation sent by hand delivery/courier are to be deposited in the Tender Box kept at the Main Gate after obtaining stamp, date and signature of the Security Officer.

Tenders to be sent to:

Head, Administrative Operations

Homi Bhabha Centre for Science Education

V. N. Purav Marg, Near Anushakti Nagar Bus Depot, Mumbai – 400 088.

Bids sent by Fax/email shall be rejected straightway. The Centre reserves the right to accept/ reject the proposal either in part or in full without assigning any reasons.

Sd/-

Head Administrative Operations

For and on behalf of Centre Director, HBCSE

SECTION 2: PRE-QUALIFICATION CRITERIA

Bidders are required to comply with the following eligibility criteria.

- a. **Site Visit is Mandatory**
- b. Registration /empanelment /worked in past with Government organizations like CPWD, MES, Railways, State PWDs etc. /Semi Government organizations, PSUs etc. / reputed private organizations in appropriate class and having experience in execution of similar nature of works.
- c. The contractor should have **zonal office in Mumbai , .**
- d. Average annual turnover for the last 3 financial years should be at least Rs **76,11,000**, /- not having incurred any loss in more than 2 years during last 5 years ending 31st March, 2025.
- e. Experience of having successfully completed the following works (during last **Five** years ending 31st March, 2025):
 - i. **One** similar order not less than Rs.**60,88,800**/-; Or
 - ii. **Two** similar works completed costing not less than Rs.**45,66,600**/- each; Or
 - iii. **Three** similar works completed costing not less than Rs.**30,44,400** /- each

Similar works: Shall means execution of on-grid rooftop solar power plant and maintenance of solar power plant. and misc. works of BOQ mentioned magnitude of quantities. The quality & satisfactory performance of the submitted work will be verified by HBCSE technical team if required by inspecting the said work.

➤ **Notes:**

1. The above (Pre-qualification criteria) should be supported by relevant documentary evidence like copies of work orders and completion certificates issued by clients indicating the detailed scope of work covering the above aspects, value of work, completion/commissioning dates etc., in support of meeting all the qualification criteria given as above.
2. Relaxation may be provided from the above-mentioned pre-qualification criteria (point 'c' & 'd') for the firms registered under MSME / NSIC.
3. The certificates submitted as evidence of works executed for private organization should be accompanied with TDS certificates. These certificates in addition to the certificates issued by the organization shall form the basis for considering experience of work executed for private organization.
4. The offers of the Bidders not meeting the pre-qualifying requirements and not producing supportive documents are likely to be rejected.
5. HBCSE reserves the right to verify the documents/ information submitted or inspect the installation done. The Bidder shall provide necessary facilities for this purpose.
6. Even though the Bidders meet the above qualifying criteria, they are subject to be disqualified if they have made misleading or false representations in the forms, statements and attachments submitted in proof of qualification requirements; and/or record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, in case of blacklisting by any PSU/Govt. body, or financial failures etc.
7. The Contractor must confirm in writing that the spares supplied & installed by them shall be as per specification of goods and in case of any variation, the contract shall be liable to cancel immediately.
8. Competent Authority reserves right to accept or reject the offer in whole or in part after the assessment of technical bid and financial Bid.

SECTION 3: INSTRUCTIONS TO BIDDERS

A) General Instructions:

1. The Prospective bidder shall carefully examine and understand the specifications/conditions of the tender document/RFP and seek clarifications in writing if required, to ensure that they have understood all specifications/conditions of tender. These clarifications should be sought before submission of bids. If no such clarifications are sought in writing, it will be taken that the Bidder has read, understood and accepted all the terms, conditions and specifications in the tender document.
2. The Bidder is required to submit a copy of this tender document, with all pages signed by the authorized person, to confirm that Bidder has read and understood the conditions of this tender document and that the proposal is submitted in full understanding and agreement of the requirements of HBCSE.
3. The Bidder shall bear all costs associated with the preparation and submission of the Bid, and HBCSE will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.
4. The complete bid will be as per the specified formats only. The bids should be without alteration or erasures, except those to accord with instructions issued by the HBCSE or as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.
5. The bidder shall submit only one option, which is best suitable to meet HBCSE requirements. The bids submitted with more options shall be liable to be rejected.
6. The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and HBCSE, shall be in English only.
7. Wherever a specific form is prescribed in the Bid document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information. For all other cases, the Bidder shall design a form to hold the required information.
8. The Bidder shall explicitly indicate the non-compliance or deviation of the Solution offered in the Proposal to all the terms, clauses, conditions and specifications stipulated in this document. If non-compliance or deviation for any term, clause, condition or specification is not explicitly indicated, it will be construed as compliance and if successful in the bid, the bidder is obligated to comply with all the requirements (excluding those non compliances explicitly accepted by HBCSE in writing).
9. Successful bidder shall perform all the obligations specified in accordance with the terms and conditions laid down in the tender document. All details provided by the Bidder should be specific to the requirements specified in this tender document. Detailed clarification may be provided by Bidder, if so desired by HBCSE. The Bidder shall specify the responsibilities of HBCSE, if any, separately for the successful implementation of the project.
10. Bidder/Contractor should accept the instructions, guidelines, & clauses reinforced by HBCSE and conveyed to the vendor from time to time at any point of contract period.
11. **Bidder shall ensure that all documents are submitted with the Technical bid. The bid should contain the following documents:**
 - i. Copy of PAN (Permanent Account Number) card.
 - ii. List of similar works in hand & works carried out by them for last 5 years indicating A) Agency for whom executed, B) Value of work, C) Completion time as stipulated and actual, or present position of the work
 - iii. Copy of Valid Electrical Contractor Licenses. Contractor should have license to carry out work in Maharashtra
 - iv. Experience testimonials along with work orders and completion certificates.
 - v. Certificate of Registration for GST, Audited Balance sheets signed by chartered accountant & Income Tax of up to date filed return.
 - vi. DD for EMD or in case of bank transfer the receipt for the same must be enclosed.
 - vii. Entire tender document (Inclusive of all Annexures), duly signed & sealed on every page by the contractor, along with technical information Annexures as per attached format and subsequent necessary supporting documents.

viii. Shall have adequate technical manpower on its rolls in the form of skilled & unskilled staff. The details on the type of organization (i.e., sole-proprietor or partnership or company), organization matrix etc. shall be provided.

B) Earnest Money Deposit (EMD): An earnest money for **Rs. 1,52,220/- i.e. 2%** of the total estimated cost has to be deposited in the form of Demand Draft, Fixed Deposit Receipt, Banker's cheque or through online transfer through bank (Bank details to be provided on demand) in favour of '**Homi Bhabha Centre for Science Education' Mumbai**' and send along with the Technical Bid (**Part 'A'**). After online transfer of earnest money, the vendor should intimate us by email or proof of online transfer of EMD should be part of tender. The firms registered under MSMEs can be exempted from submission of EMD as per rule 170 of GFR 2017, provided they must submit a '**Bid Securing Declaration**' in prescribed form as per '**Annexure VIII**'

EMD shall be interest free and it will be refunded to the unsuccessful bidders within 15 days after acceptance of Work Order by the awarded bidder without any interest. EMD will be forfeited if the bidder withdraws or amend impairs or derogates from the tender in any respect. **Kindly submit your bank details along with the tender like Cancelled Cheque/NEFT/Bank A/C details for ease in repayment of EMD.** For Successful tenderer the EMD shall be returned to the contractor, without any interest, after receiving of Performance Guarantee and for unsuccessful tenderers EMD will be refunded after placing the order on successful tenderer.

C) Performance Bank Guarantee: The tenderer, whose tender is accepted, will be required to furnish a performance Bank Guarantee of 5% of the WO value (of '**Bill of quantities**') within **7 (seven) working days** from the date of intimation. This Guarantee shall be in the form Demand Draft / Pay Order / Banker's cheque issued by a Scheduled Bank in favour of '**Homi Bhabha Centre for Science Education**'.

The performance Bank guarantee shall be returned to the contractor, without any interest, after recording of the completion certificate for the work by the competent authority and submission of final bill by the contractor as per the joint measurement within 60 days.

The Engineer-in-charge shall make a claim under the Performance Bank guarantee for amounts to which the Centre Director, HBCSE entitled under the contract (notwithstanding and / or without prejudice to any other provisions in the contract agreement) in the event of: Failure by the contractor to pay Centre Director, HBCSE any amount due, either as agreed by the contractor or determined under any of the Clauses / Conditions of the agreement, within 30 days of the service of notice to this effect by Engineer-in-charge. In the event of the contract being determined under provisions of any of the relevant clauses of the agreement, the performance bank guarantee shall stand forfeited in full and shall be absolutely at the disposal of the Centre Director, HBCSE.

D) Security Deposit: The tenderer, whose tender is accepted, will also be required to furnish by way of Security Deposit for fulfillment of his contract, an amount equal to **2.5%** of the value of the work. The successful tenderer shall permit HBCSE at the time of making any payment to him for work done under the contract to deduct a sum at the rate of **2.5%** of the gross amount of each running bill. The Security Deposit shall be released after the successful completion of Defect Liability Period reckoned from the date of completion as certified by Engineer.

E) Defect Liability period: Twelve (12) Months from the satisfactory completion of entire tendered work.

F) Acceptance of Tender: The competent authority, on behalf of Centre Director, HBCSE, Mumbai, does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all the tenders received, without assignment of any reason. All tenders, in which any of the prescribed condition is not fulfilled or any condition, including that of conditional rebates is put forth by the tenderer, shall be summarily rejected. The Competent Authority, on behalf of HBCSE, Mumbai reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted. The officer inviting tenders shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest tender or any other tender. HBCSE is competent to reject any or all offers without assigning any reason whatsoever or to split the contract or to eliminate the portion of contract during the progress of work due to unsatisfactory work. HBCSE will not entertain any claim from the contractor as a result of such action on the part of the owner.

G) Validity of Tender: The tender for the work shall remain open for acceptance for a period of 180 days from the last date of submission of tenders. If any tenderer withdraws his/her tender before the said period, or before issue of Letter of Intent, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then HBCSE, TIFR, Mumbai shall, without prejudice to any other right or remedy, the tenderer shall not be allowed to participate in the retendering process of the work.

- H) Levy / Taxes payable by contractor:** GST @8.9 % on materials and services in respect of this contract shall be payable by the contractor.
- I) Deduction of Income Tax:** Income Tax will be deducted as per Section 194-C of Income Tax Act 1961 and a certificate for the amount so recovered will be issued by the HBCSE Centre.
- J) Site visit by the bidder before tendering:** Bidders are required to inspect and examine the site and its surroundings during working hours and satisfy themselves before submitting their tenders, the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. The Bidder shall be deemed to have full knowledge of the site whether he/she inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
- K) Tenderer's responsibilities:** The tenderer shall be responsible for arranging and maintaining at his/her own cost all materials, tools & plants, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderer implies that he/she has read this notice & all other contract documents and has made himself aware of the scope & specifications of the work to be done and local conditions and factors having a bearing on the execution of the work. Water and electricity shall be provided for the work by HBCSE-TIFR free of charge.
- L) Notification of amendments to the tender document:** If the technical specification requires any modification, suitable amendment to this tender document will be issued and the same will form part of the tender document. Prospective bidders are advised to regularly visit the HBCSE web site or the CPP portal. Corrigendum/amendments etc., if any, will be notified only on the HBCSE web site/CPP portal and no separate advertisement will be made for this.
HBCSE reserves its rights to amend any of the terms and conditions of the tender document. All such changes can be made up to one week before the last date of submission of bid. The notice of such amendment will be published on HBCSE website only. No separate advertisement will be issued in the newspapers for such changes/Corrigenda. All the prospective bidders are therefore requested to regularly visit HBCSE website for any such updates.
In case Bidder finds discrepancies or omissions from the specifications or other documents or has any doubt as to their meaning, he/she shall at once request in writing to the Head, Administrative Operations (HBCSE) who will issue interpretation and clarifications as he/she may consider necessary in writing as an addendum. Copies of such addenda, if issued, shall be signed by the Bidder and shall form a part of his bid. Verbal clarifications given shall not be binding on HBCSE.
- M) Signing of contract:** The Notice Inviting Tender shall form a part of the contract document. The successful tenderer/contractor, on acceptance of his/her tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of: The Notice Inviting Tender, all the documents including all conditions, specifications and drawings, if any, forms the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
The successful tenderer / contractor, on acceptance of his/her tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of complete tender document including conditions, bill of quantities, drawings, if any, and acceptance thereof together with any correspondence leading thereto. No payment for the work done will be made unless contract is signed by the contractor.
- N) Canvassing:** Canvassing either directly or indirectly, in connection with the tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection and may be barred from the future participation in HBCSE- TIFR works.
- O) Contract Period: Six (06) Months after the date of issue of Work Order.**
- P) The terms** 'Municipal Corporation', 'Electricity Boards' etc. indicated in this tender shall also represent the 'Local statutory authority' / 'State Govt.' / 'Union Territory' etc., for works at different station.