INTER – UNIVERSITY ACCELERATOR CENTRE
(An *autonomous center of UGC)*
Aruna Asaf Ali Marg, Post Box No. 10502, SBI ATM, NEW DELHI - 110 067 (India)
Ph # 011-24126022/24-26/44/45, Web: www.iuac.res.in

Ref: IUAC / Date: 22/10/2026
Indent Number : II.706

ENQUIRY LETTER THROUGH E-PUBLISHING

Inter University Accelerator Centre (IUAC) invites quotations for **PET (Polyethylene Terephthalate) foil** with the following specifications and quantity as given in **Annexure – A.**
Terms & conditions are given in **Annexure – B**. Profile of the Tenderer is given in **Annexure - C**.
Undertaking by the Bidders is given in **Annexure – D**.
BID Securing Declaration Form is given in **Annexure – E**. COMPLIANCE SHEET is given in **Annexure – F**. Bill of quantities is given in **Annexure - G**.

Annexure – A

Sr. No	Item	Qty.	Unit Price	Total Price
1.	PET foil (thickness-0.0005 mm) **Specifications**: Polyethylene Terephthalate Polyester, PET, PETP Film Thickness : 0.0005 mm Coil width : 315mm Colour : Clear Condition : Biaxially Oriented Length : 5 m	1		
2.	PET foil (thickness-0.0009 mm) **Specifications**: Polyethylene terephthalate Polyester, PET, PETP Film Thickness : 0.0009 mm Coil width : 315mm Colour : Clear Condition : Biaxially Oriented Length : 5 m	1		
3.	GST			
4.	Total Price			

(Signature of bidder along with official seal)

Annexure - B

Terms & Conditions

The bidder is required to ***agree*** on the following terms and conditions for successful submission of bid

1. **Technical specifications :** The bidder should agree on the technical specifications as mentioned in Annexure-A and provide all the necessary documents supporting the specifications mentioned in the table.
2. **Brand name :** The bidder must mention brand name of the items.
3. **Certificate of Compliance :** Bidder has to provide an undertaking on company letter head with duly signed and stamped, the **certificate of compliance (CoC)** along with the instrument to ensure that the genuine instrument has been supplied. (to be enclosed with sale invoice).
4. The bidder(s) will have to submit signed copies of all the required documents, if they are asked to submit. The bidder(s) will have to clarify all the queries asked to them.
5. **Quotation currency :** Price of the item should be quoted in Indian National Rupee (INR) only. Freight and Packing Charges, if any, should be provided along with the quotation.
6. **Validity of quotation :** The period of validity of quotation should be clearly mentioned (should not be less than 45 days).
7. **Delivery period :** The goods have to be delivered at IUAC within 120 days from the date of Purchase Order.
8. **Earnest Money Deposit:** EMD @ 2% of total estimated value of the contact i.e. Rs 16,000.00 (Rupees Sixteen Thousand only) is to be submitted along with the bid document in the form of Demand Draft in favour of IUAC, Delhi. Bid Security shall be refunded to the un-successful bidders on award of contract and to successful bidders on receipt of Performance Security.
   EMD is the mandatory requirement, however the MSMEs / NSIC registered with Government Agencies are exempted from payment of Earnest Money Deposit (EMD) and are required to submit Bid Security Declaration form subject to conditions given below: -

   (a) MSMEs participating in the tender must submit valid & authorized copy of certificate of registration. The MSME's Bidder to note and ensure that nature of services and goods / items manufactured mentioned in MSME's certificate matches with the nature of the services and goods / items to be supplied as per Tender.
   (b) The registration certificate issued by agencies must be valid as on Bid closing date of the tender. Bidder shall ensure validity of registration certificate in case bid closing date is extended.
   (c)The MSMEs who have applied for registration or renewal of registration with any of the authorized agencies / bodies but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption / preference.
9. **Payment terms :** 90% payment against receipt of item and balance 10% after acceptance by the user. Payment will be released on complete delivery of goods at IUAC and its certification by the personnel concerned. Payment may be rejected if quality of goods is found unsatisfactory.
10. **GST :** Extra as applicable.
11. **Liquidated Damages (Late Delivery) :** In case supply is delayed beyond the specified delivery date, deductions on account of liquidate damage @0.5% per week or thereof will be deducted subjected to maximum of 10% of order value.
12. **Force Majeure :** The right of the contractor/supplier to proceed with the work shall not be terminated because of any delay in the completion of the work due to unforeseeable causes beyond the control and without the fault or negligence of the contractor/supplier, including not limited to acts of God, Pandemic, or of the public enemy, restraints of a sovereign state, firms, wars, fires, epidemics, quarantine restrictions, floods, unusually severe weather. If a Force Majeure situation arises, the supplier/contractor shall promptly notify along with the justification / reasons well in advance to the Director IUAC for approval without any prejudice

to price escalation. No time extension request shall be considered after the expiry of completion period/contract. **The decision of the IUAC Director will be final and binding on the supplier / contractor.**

13. Director, IUAC reserves the right to accept / reject any / all tenders in part / full without assigning any reason whatsoever and the decision of the IUAC in this regard will be binding on all the bidders. IUAC Director also reserves the right to disqualify any bidder and / or cancel the order at any point of time without assigning any reason whatsoever. **The decision of the IUAC Director will be final and binding on the bidder / supplier / contractor.**
14. **Correspondence:** All the correspondence in respect of bid / contractual obligation shall be made to "The Administrative Officer (S&P), Inter University Accelerator Centre, Aruna Asaf Ali Marg, New Delhi – 110067". E-mail: iuacstores@gmail.com, Telephone: +91-11-24126018, 24126022.
15. **Last date for submission:** The last date for submission of quotation on company letter head **12/11/2026 at 3.00 pm** by mentioning **Indent No. II. 706** on the sealed envelope.
16. The contract shall be governed by the Indian Laws. Any dispute arising out of this contract will be subjected to jurisdiction of New Delhi / Delhi only.

(**Signature of bidder along with official seal**)

Annexure - C

PROFILE OF THE TENDERER

(To be given on Company Letter Head)

1. **Name of the Firm / Organization :**

2. **Address :**

3. **Telephone No. / Mobile No. & Name of the Contact Person :**

4. **Fax No. :**

5. **E-mail ID :**

6. **Month and Year of establishment :**

7. **Name of proprietor / partners/director :**

8. **No. of years of experience in this field, with Reference, Certificates :**

9. **Annual Turnover during the last three years (Enclose copies of Audited Financial Duly certified by CA)**

10. **Whether the firm is a Tax Assessee ? If so, please give the details of PAN and the copies of ITR files for the last three financial years :**

11. **Copy of GST Registration :**

Signature of the Tenderer & Seal

Annexure - D

(Undertaking to be given on Bidders/ Company Letter Head)

I / We (bidder) hereby give an undertaking that:

1. I / We have not been blacklisted / on holiday list / debarred during last three years by any Govt. Department / Govt. Autonomous Body/Institution, etc.

2. I / We do not have any dispute with any of the Govt. Departments / Govt. Autonomous Bodies/Institutions, etc.

3. I / We have never been certified as 'Unsatisfactory Performer" for the said services provided to the Govt. Departments / Govt. Autonomous Bodies / Institutions;

4. I / We have not submitted any fake/forged certificates/ documents and later, if any such 'Certificates / Documents' found to be fake / forged or contains wilful wrong / incorrect information, suitable legal actions may be initiated against me / us / agency and the agencies / bidders shall be debarred from tendering with the Institute.

5. I / We shall not withdraw my / our bid after opening of Technical Bid and if done so, the IUAC and the agencies / bidders shall be debarred from tendering with the Institute.

Place:

Date:

Seal and Signatures of the Authorized

Person of the Agency

Name and designation of the

Authorized Person of the Agency

Annexure - E

BID SECURING DECLARATION FORM
(To be submitted by MSME / NSIC on Company's Letterhead)

Tender No. Date:

To:

The Director
IUAC
New Delhi-110067

I / We, the undersigned, solemnly declare that:

I / We understand that, according to your conditions of this Tender document, bids must be supported by a Bid-Securing Declaration in lieu of Bid Security Deposit.

I / We unconditionally accept the condition of this Bid Security Declaration that I / We will automatically be disqualified / suspended from bidding for any contract with IUAC, New Delhi for a period of two years starting from the last date of receipt of this bid / tender, if I / We are in a breach of our obligation(s) under the bid conditions, if I / We:

(a) withdraw / modify / amend / impair / derogate, in my respect from our Bid during the period of bid validity specified in the Tender Notice.

(b) having been notified of the acceptance of our Bid by IUAC, New Delhi during the period of bid validity,
   (i) fail or refuse to execute the Contract, or
   (ii) fail or refuse to furnish the Performance Security, in accordance with terms and conditions of the tender/bid.

I / We understand this Bid-Securing Declaration shall expire if I / We are not the successful Bidder, upon the earlier of
   (i) our receipt of your notification of the name of the successful Bidder;
   or
   (ii) Forty-five days after the expiration of the validity of my / our Bid.

Name and Signatures of the Bidder:

Registered Address of the Company:

Company seal

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.

Annexure - F

(COMPLIANCE SHEET)

Compliance Sheet for PET foils

Sl #	Parameters	Specifications	COMPLIED (YES / NO)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			

Name of Bidder/ Signature/ Stamp

Annexure – G

Bill of Quantity (BoQ)

Sl #	Item Description	Unit Price (Rs.)	Qty	Amount (Rs.)
1	PET foil (thickness-0.0005 mm) **Specifications**: Polyethylene Terephthalate Polyester, PET, PETP Film Thickness : 0.0005 mm Coil width : 315mm Colour : Clear Condition : Biaxially Oriented Length : 5 m**:**		1	
2	PET foil (thickness-0.0009 mm) **Specifications**: Polyethylene terephthalate Polyester, PET, PETP Film Thickness : 0.0009 mm Coil width : 315mm Colour : Clear Condition : Biaxially Oriented Length : 5 m		1	
	Grand Total			

Name of Bidder/ Signature/ Stamp