

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	28-01-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	28-01-2026 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Education
विभाग का नाम/Department Name	Department Of Higher Education
संगठन का नाम/Organisation Name	Indian Institutes Of Science Education And Research (iiser)
कार्यालय का नाम/Office Name	Tirupati
वस्तु श्रेणी /Item Category	Financial Audit Services - Review of Financial Statements, Financial Reporting Framework, Audit report; CA Firm, CAG Empaneled Audit or CA Firm
अनुबंध अवधि /Contract Period	3 Year(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Annual Turnover *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या / Minimum number of bids required to disable automatic bid extension	3

बिड विवरण/Bid Details	
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	38

(a). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

Director
Tirupati, Department of Higher Education, Indian Institutes of Science Education and Research (IISER), Ministry of Education
(The Director IISER)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within $L1+X\%$	15

1. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within $L-1+ 15\%$ of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

4. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within $L-1+ 15\%$ of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Number of Years of firm/company's existence as per ICAI certificate: 10 Years

Number of years of experience as on date of which at least XX years should be in internal/external audit of companies, PSUs and centrally funded institutions.: 3 Years

Number of full-time partners/experienced and qualified professionals in full time employment at senior level with experience in handling similar or relevant projects: As Per Tender Document

Number of partners/ qualified professionals in full time employment with DISA/CISA qualification: As Per Tender Document

Number of XX fulltime CA's required and YY professional audit staff: As Per Tender Document

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
12-01-2026 15:00:00	<p>IISER Tirupati will be conducting a Pre-bid meeting online through GMeet/Zoom/ Webex/any other virtual meeting tool on 12/01/2026 from 15:00 Hrs. All prospective Service Providers are requested to kindly send their queries through email at purchase@iisertirupati.ac.in to reach the latest by 11/01/2026.</p> <p>Clarifications to all the queries received before the due date will be given during the Pre-Bid Meeting, and only the queries that remain unclarified (or) the queries that have an impact on the change in technical specifications will be mentioned in the minutes of the pre-bid meeting, and the same will be uploaded on our website and GeM Portal. If all queries received are clarified during the pre-bid & if there are no changes in the technical specifications, then, nil report will be uploaded to the website and GeM Portal.</p> <p>No queries will be entertained after the Pre-bid meeting.</p> <p>The Pre-Bid meeting link shall be sent by email to the Service Providers interested in attending the Pre-Bid meeting upon their request. Service Providers interested must send a request for access to the Prebid meeting at purchase@iisertirupati.ac.in. Service Providers attending the Pre-Bid meeting online must ensure an active and uninterrupted high-speed internet connection with a working microphone and a good-quality camera from their end.</p> <p>In case of frequent disconnection (or) bad connection, IISER Tirupati will not be responsible for the same, and no further correspondence will be entertained post the date of the Pre-Bid meeting.</p>

Financial Audit Services - Review Of Financial Statements, Financial Reporting Framework, Audit Report; CA Firm, CAG Empaneled Audit Or CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	Review of Financial Statements , Financial Reporting Framework , Audit report
Type of Financial Audit Partner	CA Firm , CAG Empaneled Audit or CA Firm
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	Audit of financial statements , Reliability of financial reporting , Internal control of financial , Compliance with law & regulations , Compliance with contracts , Review system & processes , Bank Transactions , Internal Control over Financial Reporting
Type of Industries/Functions	Purchase & Procurement , Inventory & Store management , Human Resource & Payroll , Operational & Administrative , Fixed assets, depreciation and amortisation , Payables , Receivables , Cash and Bank Balance
Frequency of Progress Report	Quarterly
MIS Reporting for Financial Audit support	Yes

विवरण/ Specification	मूल्य/ Values
Frequency of MIS reporting	Quarterly
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	NA

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / To be set as 1	अतिरिक्त आवश्यकता /Additional Requirement
1	V Srikanth	517619, Indian Institute of Science Education and Research Tirupati Permanent Campus Srinivasapuram- Jangalapalli Village, Panguru (G.P), Yerpedu Mandal, 517619 - Tirupati Dist., Andhra Pradesh, India	1	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

Buyer Organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed integrity pact as per Buyer organizations policy along with bid. [Click here to view the file](#)

3. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

4. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI



TENDER FOR ENGAGEMENT OF INTERNAL AUDITOR AT

IISER TIRUPATI

Tender Reference No: IISERT/PUR/1036/25

Date: 05/01/2026

[Signature]

[Signature]

[Signature]



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

(An Autonomous Institution of National Importance under Ministry of Education, Govt. of India)

Tender Ref No: IISERT/PUR/1036/25

Date: 05/01/2026

The Indian Institute of Science Education and Research Tirupati is an Institute of National Importance under the Ministry of Education, Government of India.

The Director, IISER Tirupati invites online bids (e-Tender in two-bid system) for Engagement of Internal Auditor.

The Tender Document can be downloaded from the Government e-Marketplace (GeM) Portal <https://mkp.gem.gov.in/market> or the Institute website <https://www.iisertirupati.ac.in/> and the bid is to be submitted online only through the GeM Portal up to the last date and time of submission of tender.

No manual bids will be accepted. All quotations (both Technical and Financial should be submitted in the GeM Portal).

Any queries relating to the process of online bid submission or queries relating to GeM Portal in general may be directed to the 24x7 GeM Portal Helpdesk. The contact number for the helpdesk is 1800-419-3436, 1800-102-3436, 91- 0755-6627270.

TERMS OF REFERENCE

Qualifying criteria for submitting proposals

1. The Firm should have at least three consecutive years of experience as internal auditors of either IITs/IIMs/IISERs/NITs/IIITs/Central Universities, where an accrual-based double-entry accounting system was implemented during the last 10 years (i.e., from FY 2015-16 to 2024-25).
2. The Chartered Accountant firm should have a minimum of two full-time partners, out of which at least one should be an FCA Partner.
3. The agency must have an office at Tirupati (or) nearby (within a vicinity of 50 kms) for ease of administrative & statutory requirements.
4. Must be registered with the Institute of Chartered Accountants of India for not less than 10 years as on 31st March 2025. (Self-attested copy of Registration Certificate issued by the Institute to be furnished)
5. The firm must be empanelled with the Comptroller & Auditor General of India. (Self-attested copy of the latest Comptroller & Auditor General of India Empanelment Letter to be furnished)
6. Must be registered under the Goods & Services Tax Act. (Self-attested GST Registration Certificate to be furnished)

General Conditions:

1. The Institute reserves the right to reject only or all the tenders at any stage or accept them in part or reject the lowest tender without assigning any reason thereof, and the decision of the Institute in this respect shall be final.
2. The Institute may seek confidential feedback from any / all clients at any stage before/after opening technical/commercial bids and may take a decision based on the client's feedback.
3. The contract can be terminated at any point of time if the Firm's services are not found satisfactory by giving 60 days' notice. In such an event, the work shall be done from another agency at the risk & cost of the defaulting firm. The decision of the Director, IISER Tirupati, shall be final in this regard.
4. The Service Provider shall comply with the terms and conditions issued under the Service Level Agreement (SLA) for the Engagement of Internal Auditor



INVITATION FOR TENDER

1. Indian Institute of Science Education and Research (IISER), Tirupati, invites e-Tender for engagement of an Internal Auditor at IISER Tirupati. The Service Providers are requested to give a detailed tender in two Bids, i.e.

i. **Part - I: Technical Bid.**

ii. **Part - II: Commercial Bid.**

2. PRE-BID MEETING:

IISER Tirupati will be conducting a Pre-bid meeting online through GMeet/Zoom/Webex/any other virtual meeting tool on 12/01/2026 from 15:00 Hrs. All prospective Service Providers are requested to kindly send their queries through email at purchase@iisertirupati.ac.in to reach the latest by 11/01/2026.

Clarifications to all the queries received before the due date will be given during the Pre-Bid Meeting, and only the queries that remain unclarified (or) the queries that have an impact on the change in technical specifications will be mentioned in the minutes of the pre-bid meeting, and the same will be uploaded on our website and GeM Portal. If all queries received are clarified during the pre-bid & if there are no changes in the technical specifications, then, a nil report will be uploaded to the website and GeM Portal.

No queries will be entertained after the Pre-bid meeting.

The Pre-Bid meeting link shall be sent by email to the Service Providers interested in attending the Pre-Bid meeting upon their request. Service Providers interested must send a request for access to the Prebid meeting at purchase@iisertirupati.ac.in. Service Providers attending the Pre-Bid meeting online must ensure an active and uninterrupted high-speed internet connection with a working microphone and a good-quality camera from their end.

In case of frequent disconnection (or) bad connection, IISER Tirupati will not be responsible for the same, and no further correspondence will be entertained post the date of the Pre-Bid meeting.



3. TIME SCHEDULE

Sr. No	Particulars	Date	Time in Hrs.
1.	Date of Online Publication	05/01/2026	16:00 Hrs.
2.	Pre-Bid meeting	12/01/2026	15:00 Hrs.
3.	Bid Submission Close Date	28/01/2026	15:00 Hrs.
4.	Opening of Technical bids	28/01/2026	15:30 Hrs.

4. AVAILABILITY OF TENDER

- The Tender Document can be downloaded from the Government e-Marketplace (GeM) Portal <https://mkp.gem.gov.in/market> or the Institute website <https://www.iisertirupati.ac.in/> and the bid is to be submitted online only through the GeM Portal up to the last date and time of submission of tender.
- The technical offer **should not contain any price information.**



GENERAL TERMS AND CONDITIONS

1. The Tender document comprises two parts; (I) Technical bid (.pdf) and (II) Price bid.
2. At the first stage, the Technical Bids shall be opened on due date and technical evaluation shall be carried out based on the Technical Bid Proforma, documents submitted, tendered terms, conditions, eligibility etc. **Tenderer who submits Financial Bid with Technical Bid together shall be disqualified.**
3. The Financial bids of only those tenderers will be opened who are declared qualified by the Technical Evaluation Committee. If the tenderer quotes NIL charges, the bid will be treated as unresponsive and will not be considered. In case of multiple tenders emerging as Lowest I (L-I), the contract shall be then awarded to the tenderer amongst L-I who with maximum experience in conducting Internal Audit for Institutes of National Importance in the last 10 years.
4. The Service Provider shall comply with the terms and conditions issued under the Service Level Agreement (SLA) for the Engagement of Internal Auditor
5. Service Providers technically disqualified shall be intimated via email
6. The tender is not transferable under any circumstances.
7. Telegraphic, conditional or incomplete tenders will not be accepted. Canvassing of any kind, direct or indirect, shall lead to disqualification of the tenderer.
8. Tender in any form other than the prescribed form issued by IISER Tirupati shall not be considered and will be summarily rejected.
9. The Contract shall be initially for a period of three years, subject to satisfactory performance of compliance of all terms and conditions of the agreement.
10. Copy of work order/agreement and/or self-certified certificates will not be accepted as certificate of experience. If any document other than certificate of experience is produced, such document will not be accepted as relevant. Tenders not accompanied by certificate of experience issued by the client will automatically stand disqualified.
11. **CERTIFICATE OF EXPERIENCE:** The tenderer must produce certificate of experience from the clients. The certificate should clearly mention the following details:



Three handwritten signatures in blue ink are visible at the bottom of the page. The first signature on the left is 'Anurag', the middle one is 'Vijay', and the third one on the right is 'Korcan'.

Sr. No	Description
01	Name of the client and full address
02	Telephone and FAX number of the client
03	Details of work performed
04	Period of work (starting and ending)

Note: The certificate of experience should be exclusively for the conduct of Internal Audit of either IITs/IIMs/IISERs/NITs/IIITs/Central Universities.

12. The decision of the Director, IISER Tirupati with regard to the determining of quality of work/services done by the contractor or his employees shall be final and acceptable to the contractor. The Director, IISER Tirupati reserves the right to get the work/services so rejected done/replaced at his own level at the risk and cost of the contractor after giving him a notice in writing and the expenditure incurred on this count shall be recovered from the contractor from its outstanding dues or by revocation of any or **all parts of the bank guarantee**, as may think proper.
13. Within ten (10) days of the award of contract, the vendor shall furnish a Performance Bank Guarantee: to 5% of the contract value in the form of Bank Guarantee (from scheduled Bank only) favoring the Director, Indian Institute of Science Education and Research, Tirupati.
14. The IISER Tirupati will forfeit the Bank Guarantee, if vendor fails to execute the contract as per the contract terms and conditions.
15. In case the Contractor decides to conclude the contract before the expiry of 36 months from the date of commencement of the contract, the Contractor shall forfeit the bank guarantee held with the Institute.



1. SCOPE OF WORK:

A broad outline of the scope of audit services shall include the following:

a. Introduction

The Internal Auditor shall be responsible for conducting a comprehensive internal check and audit of the Institution for the entire financial year. The audit is to be carried out at quarterly intervals, ensuring timely identification of observations, risk areas, and compliance issues along with actionable recommendations.

b. Audit Schedule and Timelines

The selected Audit Firm shall deploy adequately qualified and experienced staff to conduct the audit as per the following schedule:

Quarterly Audit Requirements

An internal audit shall be conducted quarterly throughout the financial year. The timeline for Completion and Report Submission is as follows.

Q1 (April–June): Audit completion and report submission by 31st July

Q2 (July–September): Audit completion and report submission by 31st October

Q3 (October–December): Audit completion and report submission by 31st January

Q4 (January–March): Audit completion and report submission by 20th April

The timelines are mandatory and form an essential part of performance evaluation.

c. Scope of Internal Audit:

The scope of the internal audit shall include, but not be limited to, the following areas:

1. Verification of Accounting Records

Examination of all accounting transactions, including receipts, payments, journal vouchers, contra vouchers, transfer entries and adjustments. Verification of books of accounts, including ledgers, sub-ledgers, cash books, bank books, and related financial records. Review of supporting documentation, including invoices, bills, sanctions, approvals, and contract/agreement documents.

2. Review of Procurement, Services, and Project Activities

Verification of procurements of goods and services for compliance with applicable rules, procedures, and delegated financial powers. Review of vendor payments,



purchase processes, tendering procedures, and contract management. Audit of Engineering, Construction, and Project-related activities, including: Work Orders, Measurement Books, Material usage, RA Bills, and Adherence to technical and financial guidelines.

3. Review of Accounting System and Internal Controls

Evaluation of the existing accounting system, workflows, document management practices, and internal controls. Identification of control weaknesses and associated risks. Recommendations for improvements to enhance financial governance, transparency, and internal control mechanisms.

d. Preparation of Annual Statement of Accounts

The Internal Auditor shall assist in the preparation and finalization of the Annual Accounts at the end of the financial year, including: Balance Sheet, Income & Expenditure Account, Receipts & Payments Account, Schedules and Notes to Accounts.

e. Taxation and Statutory Compliance

The Internal Auditor shall ensure compliance with various statutory requirements, including:

1. Direct and Indirect Taxes

Verification and filing of quarterly TDS returns (Form 24Q, 26Q, etc.). Filing of annual Income Tax returns of the Institution. Preparation of replies, clarifications, and representations to notices or demands issued by the Income Tax Department.

2. Statutory Reviews and Certifications

Audit and certification of Annual Accounts. Review of compliance with applicable laws and regulations, including but not limited to: Income Tax, GST, Professional Tax, Works Contract Tax, Labour Welfare Cess, Customs and other statutory levies. Reporting deviations and advising corrective measures.

f. Advisory and Technical Updates

The selected Audit Firm shall provide regular updates on changes in taxation laws, accounting standards, audit requirements, and statutory compliance obligations. Offer guidance and advisory support on financial, accounting, and taxation matters



g. Deliverables

The Internal Auditor shall submit: Quarterly Internal Audit Reports with detailed observations, risk assessment, compliance status, and recommendations. Certification of Statement of Expenditure and Utilisation Certificate pertaining to externally funded research projects, wherever required. Certification of Annual Accounts with relevant schedules and annexures. Compliance Monitoring Reports wherever required.

h. Confidentiality

All information, documents, and records reviewed during the audit shall be treated as strictly confidential. The Internal Auditor shall not disclose any information to third parties without prior written approval of the Institute.

i. General Conditions

The Auditor shall ensure the timely completion of work as per the defined timelines. Any deviation from the schedule must be approved in advance by the competent authority. The Auditor shall maintain independence and objectivity throughout the engagement.

2. Payment & Price Validity:

- a. Any changes in GST rates or imposition of new tax on this service during the contract period will be borne by the Institute.
- b. TDS under Income tax will be deducted at applicable rates.
- c. The Service Provider will raise the quarterly bills an amount equal to 1/4 of annual audit fees per annum.
- d. The fees should be quoted is inclusive of Travelling Allowance. No price variation would be allowed during the contract period.

3. Period of Engagement:

- a. The engagement shall be for a period of i.e. F.Y. 2026-27, 2027-28 & 2028-29.
- b. The agency shall start providing services within 30 days of issue of Letter of Award/ Intimation.



4. Contents of the Proposal:

1. The **technical proposal** in addition to proof of eligibility shall contain:

- a. All the information, documents and clarifications as required under Annexure I.
- b. Copy of the Tender Document signed on every page by the duly authorized Signatory.

2. The **Financial Proposal** shall be submitted in the format given in **Annexure-II**

i. Evaluation and Selection:

- a. The proposals shall be evaluated in two stages i.e. technical evaluation and financial evaluation.
- b. The Financial Proposals shall be opened for those Firms who will qualify in the technical evaluation.
- c. Date of Opening of Financial Proposals shall be communicated to the technically qualified firms.
- d. For financial evaluation, the Price excluding Tax shall be taken into consideration

ii. Award of Contract:

Contract shall be awarded to the firm whose evaluated bid price will be the lowest in the financial bid.



ANNEXURE: I

Profile of the Applicant (to be furnished along with the Technical proposal cover A on the letterhead of the firm)

Sr. No	Particulars	Details
01	Name, correspondence address, Tel. No, and the contact person of the Firm and its Office/Branch Office details at Tirupati or nearby (within a vicinity of 50 KM).	
02	Brief background of the Firm containing the number of partners (FCA/ACA) and other staff and their qualifications, experience etc.	
03	The number of years of experience of the Firm as internal auditors of either IITs/ IIMs/IISERs/NITs/ IIITs/Central Universities, where an accrual-based double-entry accounting system was implemented during the last 10 years (i.e., from FY 2015-16 to 2024-25).	
04	The Firm should submit the list of clients served during the last 10 years, along with supporting documents.	
05	PAN No. (attach copy) and GST No. (attach document).	
06	Date of Registration under the Goods & Services Tax Act. (Self-Attested Goods and Service Tax Registration Certificate to be attached.)	
07	Date of registration with the Institute of Chartered Accountants of India. (Self-attested copy of Registration Certificate issued by the Institute to be furnished)	
08	Empanelment with the Comptroller & Auditor General of India. (Self-attested copy of the latest Comptroller & Auditor General of India Empanelment Letter to be furnished)	

Note:

- Information may be furnished in separate sheet (s) wherever necessary.
- In case of documents, they should be self-attested photocopies.

We hereby agree with all the terms and conditions of the NIT, and we hereby undertake to abide by the same.

Date:

Authorized Signatory

Place:

(Signature and seal of the authorized signatory)




ANNEXURE II**FINANCIAL BID****(Amount in Rs)**

Particular	FY 2026-27	FY 2027-28	FY 2028-29	Total Fee
Annual Internal Audit and Advisory fee (excluding GST)				

Name of the Service Provider:**(Signature of the tenderer)****Note:**

1. The Service Provider shall quote the consolidated price for a total period of three (3) years strictly in the format prescribed on the GeM Portal.
2. The Service Provider shall quote the rates correctly both in figures and in words in the Financial Bid, and the same detailed breakup shall be uploaded in the prescribed PDF format on the GeM Portal
3. Quotation is invited for each of the 3 consecutive financial years.
4. The lowest bid of the total fee quoted will be considered for the award of the contract.



LIQUIDATED DAMAGES CLAUSE

(To be given on original letter head of the Firm)

1. The agency shall be responsible for strict adherence to the terms and conditions specified under the Service Level Agreement for Internal Audit Services.
2. The agency shall ensure faithful and complete compliance with all provisions of the Work Order. Any breach or failure to perform the obligations may result in termination of the Work Order/contract, in addition to any other legal remedies available to the Institute.
3. Any misconduct or misbehaviour by the manpower deployed by the agency shall not be tolerated. Such personnel shall be replaced immediately upon instructions from the Institute, without any additional cost or delay.
4. The Director, IISER Tirupati, reserves the right to accept or reject any or all tenders, in whole or in part, without assigning any reason thereof. The decision of the Director, IISER Tirupati, shall be final and binding on the agency/agencies in respect of all matters arising out of or relating to the contract.

(Signature of the

tenderer) Office Seal



BID SECURING DECLARATION FORM

Date: _____

Tender No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two years from the date of notification if I am /We are in breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the Institute during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Service Providers.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Service Provider, upon the earlier of (i) the receipt of your notification of the name of the successful Service Provider; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration) Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for and on behalf of (insert complete name of Service Provider)



Dated on _____ day of _____ (insert date of signing) Corporate Seal
(where appropriate)

(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)



NO RELATIONSHIP CERTIFICATE

(ON OFFICIAL LETTERHEAD, SIGNED AND STAMPED)

This certificate is issued to affirm that we, M/s _____, participating in the tender process for _____ (specify the goods/services being procured) under tender No. _____ dated _____ issued by the Indian Institute of Science Education and Research Tirupati, hereby declare that there exists no relationship, whether direct or indirect, between any of our employees and any employee of the procuring organization, namely IISER Tirupati.

We understand and acknowledge that in the event of any such relationship being discovered at any stage during the tender process or subsequent contract execution, we shall accept full responsibility for such findings.

Furthermore, we undertake that we are liable to be blacklisted by the procuring organization, and the Earnest Money Deposit (EMD) and Performance Bank Guarantee (PBG) submitted by us will be forfeited by IISER Tirupati without any recourse.

This declaration is made in good faith and with full awareness of the consequences of providing false information.

Place: _____

Date: _____

Authorized Signatory

(Signature of the Service Provider with Official Seal)



ANNEXURE-VI

DECLARATION REGARDING CLEAN TRACK RECORD / NO LEGAL ACTION

(To be submitted on the Letterhead of the Firm)

I, _____ (Name of the Authorized Signatory), on behalf of M/s _____, hereby declare and certify that the firm is not blacklisted, debarred, or banned by any Central Government / State Government / Autonomous Body / Public Sector Undertaking / Statutory Body / Institute, including IISERs, as on the date of submission of the bid.

I further certify that no criminal case, vigilance case, or legal proceedings are pending or contemplated against the firm or its proprietor/partners/directors, either in India or abroad, nor against any of its branch offices, in connection with professional or contractual matters.

I also confirm that the above declaration is true and correct in all respects. In the event that any information furnished herein is found to be false, incorrect, or misleading at any stage, the Indian Institute of Science Education and Research (IISER) Tirupati shall be at liberty to summarily reject the bid, terminate the contract (if awarded), and take action as per GeM General Conditions of Contract, including blacklisting/debarment, without any notice or liability.

This declaration is furnished in compliance with the tender conditions for Engagement of Internal Auditor at IISER Tirupati.

Date: _____

Place: _____

For M/s _____

Authorized Signatory

Signature: _____

Name: _____

Designation: _____

Company Seal

Contact No.: _____

Email ID: _____



ANNEXURE - VII

UNDERTAKING FOR SUBMISSION OF PERFORMANCE BANK GUARANTEE (PBG)

(On the Letterhead of the Service Provider)

Tender No.: _____

Date: _____

To

The Director

Indian Institute of Science Education and Research (IISER) Tirupati

Tirupati – Andhra Pradesh

**Subject: Undertaking for Submission of Performance Bank Guarantee –
Engagement of Internal Auditor**

We, M/s _____, hereby undertake that, in the event of award of the contract to us by IISER Tirupati against Tender No. _____ dated _____ for Engagement of Internal Auditor, we shall submit a Performance Bank Guarantee (PBG) amounting to five percent (5%) of the total contract value, strictly in accordance with the provisions and format prescribed under the GeM General Conditions of Contract (GCC).

The Performance Bank Guarantee shall be issued by a Scheduled Commercial Bank in favour of Indian Institute of Science Education and Research (IISER) Tirupati and shall remain valid for a period of sixty (60) days beyond the expiry of the contract period, including any extensions, as per GeM norms.

We further undertake that the PBG shall be submitted within the stipulated time frame as specified on the GeM Portal / Work Order, failing which IISER Tirupati shall be at liberty to act as per the GeM General Conditions of Contract, including cancellation of the award and forfeiture of Earnest Money Deposit (if applicable).

This undertaking is furnished in compliance with the GeM PBG provisions and shall form an integral part of the tender.





भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

(An Autonomous Institution of National Importance under Ministry of Education, Govt. of India)

Thanking you.

Yours faithfully,

For M/s _____

Authorized Signatory

Signature: _____

Name: _____

Designation: _____

Company Seal

Contact Details:

Mobile No.: _____

Email ID: _____

IMPORTANT NOTICE

TENDERERS RESPONDING TO THIS ENQUIRY SHALL BE DEEMED TO BE AGREEABLE TO THE TERMS AND CONDITIONS HEREIN CONTAINED. THESE TERMS AND CONDITIONS SHALL BE BINDING ON THE SUCCESSFUL TENDERER. CONDITIONAL TENDERS ARE LIABLE TO BE REJECTED. IISER TIRUPATI WILL PROCESS THE TENDER AS PER IISER TIRUPATI STANDARD PROCEDURES. THE DIRECTOR OF THE INSTITUTE RESERVES THE RIGHT TO REJECT ANY OR ALL OR PART OF TENDER WITHOUT ASSIGNING ANY REASON AND SHALL ALSO NOT BE BOUND TO ACCEPT THE LOWEST TENDER. IISER TIRUPATI WOULD NOT BE UNDER ANY OBLIGATION TO GIVE ANY CLARIFICATIONS TO THE AGENCIES WHOSE BIDS ARE REJECTED.

I agree to all terms and conditions mentioned in the tender document of the Institute

Signature of the Tenderer



PRE-CONTRACT INTEGRITY PACT

(To be submitted as part of Technical bid)

Integrity Pact for Tender Document No. Tend No./ xxxx; Tender Title: GOODS

This Agreement (hereinafter called the Integrity Pact) is made on ____ day of the month of ____202__ at _____, India.

BETWEEN

IISER Tirupati for and on behalf of Director ,IISER Tirupati (hereinafter called the “The Principal”, which expression shall mean and include unless the context otherwise requires, his successors in office and assigns) of the First Part

AND

M/ s. _____ (hereinafter called the “The Bidder/ Contractor” which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

PREAMBLE

‘The Principal’ intends to award, under laid down organizational procedures, contract/ s for _____, ‘The Principal’ values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/ transparency in its relations with its Bidder(s) and/ or Contractor(s).

In order to achieve these goals, the Principal shall appoint Independent External Monitors (IEMs) who shall monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

1. Shri Kasividyasagar
Email: kasividyasagar@gmail.com Mob:9771407778
- 2.Dr. Davendra Verma
Email: verma.davendra@gmail.com Mob:9868501919

Section 1 - Commitments of the ‘The Principal’

1. The Principal’ commits itself to take all measures necessary to prevent corruption and to observe the following principles: -
 - a. No employee of the Principal, personally or through family members, shall in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

- b. The Principal shall, during the tender process, treat all Bidder(s) with equity and reason. The Principal shall in particular, before and during the tender process, provide to all Bidder(s) the same information and shall not provide to any Bidder(s) confidential/ additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
- c. The Principal shall exclude from the process all known prejudiced persons.
- d. If the Principal obtains information on the conduct of any of its employees, which is a criminal offence under the IPC/ PC Act, or if there be a substantive suspicion in this regard, the Principal shall inform the Chief Vigilance Officer and, in addition, can initiate disciplinary actions.

Section 2 - Commitments of the 'Bidder/ Contractor'

- 1. The 'Bidder/ Contractor' commit themselves to take all measures necessary to prevent corruption. The 'Bidder/ Contractor' commit themselves to observe the following principles during participation in the tender process and during the contract execution.
 - a. The 'Bidder/ Contractor' shall not, directly or through any other person or firm, offer, promise, or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

The BIDDER further undertakes that he has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the Contract or any other Contract with the BUYER for showing or forbearing to show favour or disfavour to any person in relation to the Contract or any other Contract with respect to the BUYER's Organization.

If the BIDDER or any employee of BIDDER on any person acting on behalf of BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest / stake in the BIDDERS firm, the same shall be disclosed by the BIDDER at the time of filling of tender. The term 'relative' for this purpose would be as defined in Section 6 of the Companies Act 1956.

- b. The 'Bidder/ Contractor' shall not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the tender process.
- c. The 'Bidder/ Contractor' shall not commit any offence under the relevant IPC/ PC Act; further, the 'Bidder/ Contractor' shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document

provided by the Principal as part of the business relationship, regarding plans, technical proposals, and business details, including information contained or transmitted electronically.

- d. The 'Bidder/ Contractor' of foreign origin shall disclose the name and address of the Agents/ representatives in India if any. Similarly, the Bidder/ Contractors of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder/ Contractor. Further, as mentioned in the Guidelines, all the payments made to the Indian agent/ representative have to be in Indian Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is placed in Appendix to this agreement.
- e. The 'Bidder/ Contractor' shall, when presenting their bid, disclose any and all payments made, is committed to, or intends to make to agents, brokers, or any other intermediaries in connection with the award of the contract.
- f. Bidder/ Contractor who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

The 'Bidder/ Contractor' shall not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the 'Bidder/ Contractor', before award or during execution, has committed a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the Principal is entitled to disqualify the 'Bidder/ Contractor' from the tender process or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings".

Section 4 - Compensation for Damages

- a. If the Principal has disqualified the 'Bidder/ Contractor' from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from 'Bidder/ Contractor' the damages equivalent to Earnest Money Deposit/ Bid Security.
- b. If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the contractor liquidated damages of the contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 - Previous transgression

- a. Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.

- b. If Bidder makes an incorrect statement on this subject, he can be disqualified from the tender process, or action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealings".

Section 6 - Equal treatment of all Bidders/ Contractors/ Subcontractors

- a. In the case of Sub-contracting, the Principal Contractor shall take responsibility for the adoption of the Integrity Pact by the Sub-contractor.
- b. The Principal shall enter into agreements with identical conditions as this one with all Bidders and Contractors.
- c. The Principal shall disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.
- d. "In case of a joint venture, all the partners of the joint venture should sign the Integrity Pact. In case of sub-contracting, the principal contractor shall be solely responsible for the adherence to the provisions of IP by the sub-contractor(s)."

Section 7 - Criminal charges against violating Bidder(s)/ Contractor(s)/ Subcontractor(s)

- a. If the Principal obtains knowledge of the conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal shall inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor

- a. The Principal appoints a competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. The task of the Monitor is to review independently and objectively whether and to what extent the parties comply with the obligations under this agreement.
- b. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. The Monitor would have access to all Contract documents whenever required. It shall be obligatory for him/ her to treat the information and documents of the Bidders/ Contractors as confidential. He/ she reports to the Head of the Procuring Organisation.
- c. The Bidder(s)/ Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal, including that provided by the contractor. The Contractor shall also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.
- d. The Monitor is under contractual obligation to treat the information and documents of the Bidder/ Contractor(s)/ Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information and of 'Absence of Conflict of Interest'. In case of any conflict of

interest arising at a later date, the IEM shall inform the Head of the Procuring Organisation and recuse himself/ herself from that case.

- e. The Principal shall provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the contractor. The parties offer the Monitor the option to participate in such meetings.
- f. As soon as the Monitor notices, or believes to have noticed, a violation of this agreement, he shall so inform the Management of the Principal and request the Management to discontinue or take corrective action or to take other relevant action. The monitor can, in this regard, submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action, or tolerate action.
- g. The Monitor shall submit a written report to the Head of the Procuring Organization within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.
- h. If the Monitor has reported to the Head of the Procuring Organisation, a substantiated suspicion of an offence under relevant IPC/ PC Act, and Head of the Procuring Organisation has not, within the reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner. The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

- a. This Pact begins when both parties have legally signed it. It expires for the contractor 12 months after the last payment under the contract and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.
- b. If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above unless it is discharged/ determined by the Head of the Procuring Organisation.

Section 10 - Other provisions

- a. This agreement is subject to Indian Law. The place of performance and jurisdiction is the Registered Office of the Principal, i.e., New Delhi.
- b. Changes and supplements, as well as termination notices, need to be made in writing. Side agreements have not been made.
- c. If the contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

- d. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties shall strive to come to an agreement with their original intentions.
- e. Issues like Warranty/ Guarantee etc. shall be outside the purview of IEMs.
- f. In the event of any contradiction between the Integrity Pact and its Appendix, the Clause in the Integrity Pact shall prevail.

For and on behalf of the Principal

(Name of the Officer and Designation)

(Office Seal)

For and on behalf of 'Bidder/ Contractor'

(Name of the Officer and Designation)

(Office Seal)

For and on behalf of the Principal

Place

Date

Witness 1:

(Name & Address)
Address)

Witness 2:

(Name &

Please Note:

1. For Integrity pact-related queries, please contact the above-mentioned Independent External Monitor(s).
2. The Integrity pact will be valid until throughout the contract.
3. The Integrity Pact agreement must be submitted on Rs 100.00/- Stamp Paper.
4. For any technical and commercial-related queries, please contact the Deputy Registrar (Admin & Purchase) at Email: purchase@iisertirupati.ac.in and Ph: 0877 2500 232/33/35.