

**Basic Details**

Organisation Chain	Indian Institute of Information Technology Allahabad		
Tender Reference Number	IIIT-A/SP/1885/2593/2025		
Tender ID	2026_IITA_895648_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Works
Tender Category	Works	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

**Payment Instruments**

Offline	S.No	Instrument Type
	1	Demand Draft
	2	R-T-G-S
	3	FDR
	4	NEFT
	5	Bank Guarantee

**Cover Details, No. Of Covers - 2**

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	DULY SIGNED AND SEALED COPY OF PREQUALIFICATION CRITERIA 6.1 TO 6.7
		.pdf	DULY SIGNED AND SEALED COPY OF OTHER IMPORTANT DOCUMENTS
2	Finance	.xls	PRICE SCHEDULE

**Tender Fee Details, [Total Fee in  \* - 0.00]**

Tender Fee in <input type="checkbox"/>	0.00	
Fee Payable To	Nil	Fee Payable At
Tender Fee Exemption Allowed	No	

**EMD Fee Details**

EMD Amount in <input type="checkbox"/>	30,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	IIITA EMD AND SECURITY DEPOSIT ACCOUNT	EMD Payable At	PRAYAGRAJ

[Click to view modification history](#)
**Work /Item(s)**

Title	Replacement of tiles in both side courtyard of VH-1 at IIIT-A				
Work Description	Replacement of tiles in both side courtyard of VH-1 at IIIT-A				
Pre Qualification Details	As per Tender Clause 06				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	Yes				
Tender Value in <input type="checkbox"/>	10,83,960	Product Category	Civil Works - Others	Sub category	Tiles Work
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	84
Location	IIIT Allahabad	Pincode	211015	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	IIIT Allahabad
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

**Critical Dates**

<b>Publish Date</b>	27-Jan-2026 05:00 PM	<b>Bid Opening Date</b>	19-Feb-2026 04:00 PM
<b>Document Download / Sale Start Date</b>	27-Jan-2026 05:00 PM	<b>Document Download / Sale End Date</b>	18-Feb-2026 12:00 PM
<b>Clarification Start Date</b>	27-Jan-2026 05:00 PM	<b>Clarification End Date</b>	04-Feb-2026 10:00 AM
<b>Bid Submission Start Date</b>	27-Jan-2026 06:00 PM	<b>Bid Submission End Date</b>	18-Feb-2026 12:00 PM

### Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	Tender Documents	738.23
Work Item Documents	S.No	Document Type	Document Name	Description
	1	BOQ	BOQ_941434.xls	PRICE SCHEDULE
	2	Tender Documents	123.pdf	Tender Documents

### Auto Extension Corrigendum Properties for Tender

Iteration	No. of bids required for bid opening a tender	Tender gets extended to No. of days
1.	3	10
2.	3	7
3.	3	5

### Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	abhishekj@iiti.ac.in	Abhishek Kumar Jaiswal	Abhishek Kr Jaiswal
2.	manohar@iiti.ac.in	Manohar kumar kumar	Manohar Kumar
3.	avinash@iiti.ac.in	AVINASH MISHRA	AVINASH MISHRA

### Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	Normal	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

### TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

### Tender Inviting Authority

Name	Deputy Registrar SP
Address	IIIT Allahabad, Prayagraj

### Tender Creator Details

Created By	Abhishek Kumar Jaiswal
Designation	JUNIOR SUPERINTENDENT
Created Date	27-Jan-2026 03:39 PM



Date: 27/01/2026

## NOTICE INVITING TENDER (E-Tendering mode)

1. E-bids are invited through **Central Public Procurement Portal (CPPP)** under Two Bid system for the **“Replacement of tiles in both side courtyard of VH-1 at IIIT-A”** at Indian Institute of Information Technology, Allahabad (IIIT-A). Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Bidders are advised to go through instructions provided at ‘Instructions for online Bid Submission’. No manual bids will be accepted. All quotations (both Technical and Financial should be submitted in the E-procurement portal).

### TENDER SCHEDULE

<b>Date of issue/publishing</b>	:	27/01/2026
<b>Document download/sale start date</b>	:	27/01/2026
<b>Document download/sale end date</b>	:	18/02/2026 (Till 12:00 Noon)
<b>Last date and time for uploading bids</b>	:	18/02/2026 (Till 12:00 Noon)
<b>Last date and time for receipt of queries</b>	:	04/02/2026 (Till 10:00 AM)
<b>Date of issuing corrigendum, if any</b>	:	05/02/2026 (Till 04:00 PM)
<b>Date and time of Technical Bid opening</b>	:	19/02/2026 (Till 04:00 PM)
<b>Date and time of Price Bid opening</b>	:	Will be informed later
<b>Bid Security (Earnest Money)</b>	:	Bid Security fee is Rs. 30,000.00 (Rupees Thirty Thousand Only) (see Bid Security details given below). Any bid without Bid Security will not be considered unless it qualifies for exemption (see Details of Bid Security given below).
<b>Performance Security</b>	:	5.0% of the Contract/Work Amount. The same will be returned after the satisfactory completion of work, provided that all contractual obligations have been fulfilled satisfactorily as per the CPWD circular.
<b>Security Deposit</b>	:	2.5% of the total work as per clause-1A of General Condition of Contract-2020 Maintenance work for the period of defect liability period + 02 month additional.
<b>Defect Liability Period</b>	:	Six months from the date of completion of work as per clause no. 17 of General Condition of Contract-2023 Maintenance work.
<b>Number of covers</b>	:	2
<b>Bid validity period</b>	:	90 days from the date of opening of Technical Bid
<b>Address for communication</b>	:	Deputy Registrar (Stores & Purchase), IIIT Allahabad, Jhalwa, Prayagraj – 211015
<b>Contact number</b>	:	Tel: 0532-2922048
<b>Email address</b>	:	Bidders may submit their Queries/ Clarification, if any, latest by 04/02/2026 (Till 10:00 am) through CPP portal. Queries/Clarification sent to any Email ID will not be entertained.

**Note:** If any of the above days happens to be an IIIT-A holiday, the next working day shall be considered.



**2. Details of Bid Security:**

- a. Bid Security may be provided through direct transfer (RTGS/NEFT), Account Payee Demand Draft, Fixed Deposit Receipt, Banker's cheque or Bank Guarantee from any of the Commercial Banks. If Bid Security has been submitted by any other mode than NEFT/ RTGS, then a hard copy of the Bid Security has to be sent by Registered Post. It should reach IIITA Campus before the bid submission deadline to the name of Jt. Registrar (Stores & Purchase), Indian Institute of Information Technology Allahabad, Deoghat, Jhalwa, Pincode-211015, Prayagraj. In the envelope super-scripted the Tender Id or tender reference Number and with the company full address.

- b. The details for payment are as follows:

Name of the Account Holder : IIIT A EMD and Security Deposit Account

Bank & Branch - Punjab National Bank, Pipal Gaon, Jhalwa, Prayagraj

Account No. : 8636000100031943

IFSC Code : PUNB0863600

**Validity:** The Bid Security is to remain valid for a period of 45 days beyond the final bid validity period.

- c. **Exemption for Bid Security:** Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprise (MSMEs) or are registered with the Central Purchase Organization or Concerned Ministry or Department or Startups as recognized by Department of Industrial Policy and Promotion are exempted from BID SECURITY. Such a bidder needs to submit relevant certificates issued by competent authority along with technical bids of tender.

3. Complete Bidding document is available in Government of India's E-tender website. The bids should be submitted through the same website (<https://eprocure.gov.in/eprocure/app>). All amendments, time extension, clarifications etc. will be uploaded in the CPPP website and <https://www.iiita.ac.in/tenders.php> and it will not be published in newspapers.
4. Bidders should regularly visit the above websites to keep themselves updated.
5. Bidder may note that Bid shall be submitted on the basis of "ZERO DEVIATION" and shall be in full compliance to the requirements of Bidding Document, failing which bid shall be considered as non-responsive and may be liable for rejection.
6. The Director of IIIT-Allahabad reserves the right to reject any or all the bids, or cancel the tender, without assigning any reason and the decision of the Director; IIIT-Allahabad shall be final and binding.

**(Stores & Purchase Section)**



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## 1 INSTRUCTIONS FOR ONLINE BID SUBMISSION

As per the directives of the Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidder in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at <http://eprocure.gov.in/eprocure/app>.

### 1.1. REGISTRATION

- 1.1.1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.
- 1.1.2. As part of the enrolment process, the bidder will be required to choose a unique username and assign a password for their accounts.
- 1.1.3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 1.1.4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra / Capricon etc.), with their profile.
- 1.1.5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 1.1.6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### 1.2. SEARCHING FOR QUOTATION /TENDER DOCUMENTS

- 1.2.1. There are various search options built in the CPP Portal, to facilitate bidder to search active Tender by several parameters. These parameters could include tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tender, wherein the bidder may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 1.2.2. Once the bidders have selected the tender they are interested in, they may download the required documents schedules. These tenders can be moved to the respective ‘My Tender’ folder. This would enable the CPP Portal to intimate the bidder through SMS / e-mail in case there is any corrigendum issued to the Tender document.
- 1.2.3. The bidder should make a note of the unique Tender ID assigned to each Tender in case they want to obtain any clarification / help from the Helpdesk.

### 1.3. PREPARATION OF BIDS

- 1.3.1. Bidders/Tenderers should take into account any corrigendum published on the Tender document before submitting their bids.
- 1.3.2. Please go through the Tender / Tender advertisement and the Tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the documents that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 1.3.3. Bidders, in advance, should get ready the bid documents to be submitted as indicated in the Quotation document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 1.3.4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidder. Bidder can use “My Space” area available to them to upload such documents. These documents may be



directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process.

#### 1.4. SUBMISSION OF BIDS

- 1.4.1. Bidders/Contractor should log into the site well in advance for bid submission so that he/she upload the bid in time i.e., on or before the bid submission time. Bidder/Contractor will be responsible for any delay due to other issues.
- 1.4.2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Tender document.
- 1.4.3. A standard BOQ format has been provided with the Tender document to be filled by all the Bidders/Contractor. Bidders/Contractor are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BOQ file, open it and **complete the white colored (unprotected) cells** with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

OR

In some cases, Financial Bids can be submitted in RAR format as well (in lieu of BOQ).

- 1.4.4. The server time (which is displayed on the bidder’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidder, opening of bids etc. The bidder should follow this time during bid submission.
- 1.4.5. All the documents being submitted by the bidder would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 1.4.6. The uploaded Tender documents become readable only after the Tender opening by the authorized bid openers.
- 1.4.7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 1.4.8. Kindly add scanned PDF of all relevant documents in a single PDF file of the compliance sheet.

#### 1.5. ASSISTANCE TO BIDDER

- 1.5.1. Any queries relating to the Tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a Tender or the relevant contact person indicated in the Tender.
- 1.5.2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 23 7315.

#### 1.6. GENERAL INSTRUCTIONS TO THE BIDDER

- 1.6.1. The Tender will be received online through the portal <http://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidder is required to upload all the documents in .pdf format.
- 1.6.2. Possession of a Valid Class- III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link “Information about DSC”.

#### 1.7. COST OF BIDDING DOCUMENTS

1.7.1. The vendor (bidder) shall bear all costs associated with the preparation and submission of its bid and IIITA will in no case be held responsible or liable for the costs, regardless of the conduct or outcome of the bidding process.

#### 2. INVITATION OF TENDER FOR REPLACEMENT OF TILES IN BOTH SIDE COURTYARD OF VH-1 AT IIIT-A.

Indian Institute of Information Technology, Allahabad invites online Bids (Technical bid and Commercial/Price bid) from eligible and experienced bidders for **Replacement of tiles in both side courtyard of VH-1 at IIIT-A.**

#### 3. TECHNICAL SPECIFICATIONS

Sl. No	Description of Work
1	Providing and fixing Glass mosaic tiles on finished plain wall surface of size 20 mm x 20 mm x 4 mm in all colour, design, fixing in customize design as per direction of Engineer-in- Charge. The glass mosaic tiles to be fixed on the wall surface with the help of approved adhesive applied at the rate of 2.5 kg per sqm and grouting of the same. The rate is inclusive of all operation, material and required pattern approved by Engineer-in-Charge.
2	12 mm cement plaster of mix: 1:4 (1 cement: 4 coarse sand).
3	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.
4	CARRIAGE OF MATERIALS By Mechanical Transport including loading, unloading and stacking Lime, moorum, building rubbish up to 1KM.

#### 4. SPECIAL CONDITIONS OF CONTRACT

4.1. These instructions are over and above the instructions contained in the enclosed set of tender documents and **override** instructions in case of conflict.

##### 4.2. Timely Completion

4.2.1. The work included in this tender is urgent. Therefore, all work components must be started simultaneously and has to be delivered together or early within the given time schedule.

4.2.2. The contractor has to deploy the labor and supervisory staff in shifts to meet the targeted completion date. The work may be executed in extended shifts or two shifts.

4.2.3. Number of days from the date of issue of letter of acceptance for reckoning date of start shall be as per Schedule. *If the Contractor commits default in commencing the execution of the work as aforesaid, the performance guarantee shall be forfeited.*

4.2.4. The detailed program chart approved by the engineer-in-charge shall indicate how the resources will be deployed by the contractor to maintain desired progress and for the completion of the work within the specified period. If the submitted program is approved, the milestones shall be redefined accordingly by the Dean(IRI) office, IIIT-Allahabad. The amount to be withheld in such a case, for

non-achievement of milestone(s), shall remain unaltered. Any delay in achieving the milestone must be compensated within the limitations of time imposed in the Contract document

4.2.5. The contractor shall procure the required materials in advance so that there is sufficient time for testing of the materials and approval of the same before use in the work, as required.

#### 4.3. **Rates**

4.3.1. Unless otherwise provided in the schedule of quantities of the work the rates tendered by the contractor shall be all inclusive and nothing extra shall be payable to him on this account.

4.3.2. The rates for all items of work shall, unless clearly specified otherwise, include cost of all labours, materials and other inputs involved in the execution of the work irrespective of whether they have been specifically mentioned in the tender document or not.

4.3.3. In case the same item (s) appear more than once in the schedule of work /BOQ under the same sub head or among the different subhead of works, the lowest rate quoted for that item(s) shall be considered for the particular item(s) wherever appeared in any part of BOQ/Schedule of works for the purpose of tender evaluation although web generated e-price bid may incorporate different quoted rate for same item(s) as per the quoting pattern of the tenderer. The tendered amount thus worked out shall be final & shall be binding on the contractor.

4.3.4. The rates quoted by the contractor will be deemed to be inclusive of any extra expenditure of this reason. The contractor has to increase the manpower or other tools etc. to do the work as per the quantum of work provided to him at his own expenses. Nothing shall be paid on this account.

4.3.5. All material shall only be brought at site as per program finalized with the Engineer-in- Charge. Any pre-delivery of the material not required for immediate consumption shall not be accepted and thus not paid for.

4.3.6. The rates quoted by the Contractor are deemed to be inclusive of site clearance, setting out work, profile, establishment of reference bench mark(s), taking spot levels, construction of all safety and protection devices, barriers, preparatory works, working during monsoon until /unless specified otherwise and any other incidental works required to complete this work. Nothing extra shall be payable on this account.

#### 4.4. **Quality and Ownership**

4.4.1. The contractor shall be entirely responsible and answerable for all the works done by him regarding quality, adherence to the laid down specifications, terms and conditions, warranty/guarantee etc. and he shall be liable to bear any compensation that may be levied by the department under any of the clauses of the agreement.

4.4.2. The materials having ISI mark shall have precedence over the one conforming to IS Specifications.

4.4.3. The contractor shall have to engage well experienced skilled labour and other equipment to execute the work.

4.4.4. Samples of all materials to be used in the work shall be approved from the Engineer-in-Charge in writing, well in advance of actual execution and shall be preserved till the completion of the work.

4.4.5. The department may ask for any valid document like manufacturer's test certificate, document for purchase of the material, document for import/shipment of imported materials etc. as deemed fit by the engineer-in-charge to ascertain genuinely of material supplied by/used in the work by the contractor. The contractor shall remain bound to submit all such documents to the department failing which payment may not be made or if already paid may be recovered/ withheld from subsequent running account payment.

- 4.4.6. All equipment and their components, and all the materials to be used in the work shall be suitable for the environmental conditions at the location of the work.
- 4.4.7. The contractor shall ensure quality control measures on different aspects and shall have to submit a quality assurance programme within two weeks of the award of work. The quality assurance programme should include method statements for various items of work to be executed along with check lists to enforce quality control.
- 4.4.8. The contractor shall ensure quality work in a planned and time bound manner. Any sub-standard material/work beyond set out tolerance limit shall be summarily rejected by the Engineer-in-Charge.

#### 4.5. Stocking and Disposal of Materials and Debris

- 4.5.1. The contractor shall take instructions from the Engineer-in-Charge regarding collection and stacking of materials at any place.
- 4.5.2. After completion of work the agency shall remove materials and debris etc. from site and shall be disposed off at any suitable place as per the direction of Engineer-in-Charge, at no extra cost.
- 4.5.3. The Contractor's job will also include removing all malba and debris arising in the process, at no extra cost.
- 4.5.4. Dismantled but useful materials/components/equipment, if any, should be returned to the Institute as per the direction of Engineer-in-Charge. Copy of List of dismantled items, and quantity returned/handed over to IWD store/section must be submitted with the bill for release of payment.

#### 4.6. Safety and Security

- 4.6.1. The contractor shall be fully responsible for the safe custody of materials brought by him/ issued to him even though the materials may be under double lock key system.
- 4.6.2. The Contractor will arrange proper machineries and equipment's at his own cost and will take all safety measures like using safety gadgets during work. If it is observed that work is proceeding without adequate safety precautions, work may be stopped by Engineer-in-charge and in such cases, contractor will be solely responsible for delay and its consequences thereof.
- 4.6.3. All the machineries involved in the work shall have valid certifications and proper registrations.
- 4.6.4. The contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards day and night speed limit boards, red flags, red lights and providing barriers. He shall be responsible for all dangers and incidents caused to existing / new work due to negligence on his part
- 4.6.5. It shall be sourced by the contractor that no electric live wire is left exposed or unattended to avoid any accidents in this regard.
- 4.6.6. The Institute shall not have any responsibility or liability in case of any accident injury to the personnel to the contractor at worksite or to the general public at the work site due to mishandling equipment by the personnel of the contractor or any other similar reason. The responsibilities and liabilities for such accidents and incidents shall be borne by the contractor.

#### 4.7. Act and laws

- 4.7.1. The Contractor shall keep himself fully informed of all acts and laws of the Central & State Governments, all orders, decrees of statutory bodies, tribunals having any jurisdiction or authority, which in any manner may affect those engaged or employed and anything related to carrying out the work. All the rules & regulations and bye-laws laid down by Collector/MC etc. and any other statutory bodies shall be adhered to, by the contractor, during the execution of work.
- 4.7.2. All statutory taxes, levies, charges (including water and sewerage charges, charges for temporary service connections and/ or any other charges, as applicable) payable to such authorities for carrying out the work, shall be borne by the Contractor.

4.7.3. The Contractor shall arrange to give all notices as required by any statutory/ regulatory authority and shall pay to such authority all the fees that is required to be paid for the execution of work. He shall protect and indemnify the Institute and its officials & employees against any claim and /or liability arising out of violations of any such laws, ordinances, orders, decrees, by himself/ herself or by his/her employees or his/her authorized representatives. Nothing extra shall be payable on these accounts.

#### 4.8. Labour and Laws

4.8.1. The Contractor may display all permissions, licenses, registration certificates, bar charts, other statements etc. under various labour laws and other regulations applicable to the works, at his site office.

4.8.2. Huts for labour are not permitted within the premises of the Institute. No extra cost shall be payable even if the contractor provides such accommodation at a place as is acceptable to the local body.

4.9. **One bid per bidder:** - Each Bidder shall submit only one Bid, either individually or as a partner in a joint venture. A Bidder who submits or participates in more than one Bid (other than as a sub-contractor) shall cause all Bids with the Bidder's participation to be disqualified.

4.10. **Pre bid Qualification:** It is proposed to incorporate - Any pre-bid clarifications if required, then same may be obtained online through the tender site, or through the contact details given in the tender document.

4.11. **Order of Acceptance:** - It is proposed that the successful bidder should submit Order Acceptance within 7 days from the date of order.

4.12. **Rate Quoted:** The currency of all quoted rates shall be Indian Rupees. All payment shall be made in Indian Rupees. The rates are to be quoted by the bidders in Indian Rupees only and payment shall be made to successful bidders in Indian Rupees only. Any statutory applicable taxes such as applicable Tax, etc. should be mentioned separately in the Financial Bid. However, quotes should be inclusive of all other levies, statutory taxes and charges etc and should be delivered at the premises. All prices shall be fixed and shall not be subject to escalation of any description. The rates must be quoted strictly as per the 'Financial Bid Format' provided.

4.13. **The Contractor/vendor is required to purchase the required material only from authorized dealer/ Re-seller.**

4.14. **Quantity:** The mentioned quantity in the bill of quantity may be vary  $\pm$  25.0%

4.15. **Deviation on Tendered Amount:** Deviation should be as per CPWD Work manual 2023 Clause No. 12.

4.16. **Extension in Delivery and Completion of Work:** The time of delivery and Completion of Work and handing over in satisfactory condition and as per the schedule is the essence of the contract. Delivery of completion of Work is delayed for reasons of force majeure such as acts of God, Acts of Public enemy, acts of Government, fires, floods, epidemics, quarantine restrictions, illegal strikes and freight embargoes, the Contractor shall give notice to IIIT Allahabad in writing within 3 days from the date of such occurrence or happening of the events causing delay on the prescribed forms i.e. Form of application by the contractor for seeking extension of time (Appendix -IX) respectively to the authority of his claim for extension of delivery period. IIIT Allahabad on receipt of such notice may agree to extend the supply/contract delivery date as may be reasonable but without prejudice to other terms and conditions of the contract. Such extension shall be communicated to the Contractor in writing, within 10 days of the date of receipt of such request from the Contractor. Unless the extended delivery period is agreed by IIIT Allahabad in writing, Tenderer cannot claim the extension of delivery time as a matter of right. IIIT Allahabad shall have the right to cancel/ extend the order validity/ levy Liquidated Damage (LD) as appropriate.

In the event of partial work done by the agency, IIIT Allahabad shall withhold the entire payment until the whole of the work is completed as per the order.

4.17. **Performance Security:** The L1 bidder must submit an irrevocable performance security of @ 5 % of total values of work within 15 days of contract award for the due and faithful performance of the

contract along with the other terms and conditions agreed to, a valid for a minimum period of sixty days beyond the date of completion of all contractual obligations. Any payment to the bidder will be released only after submission of PS by the bidder. Extension of time for submission of PS beyond 15 days and up to the date of submission of PS from the date of issue of contract may be given by the Competent Authority. However, a penal interest of 12% per annum of the amount of PS, or part thereof, shall be charged for the delay beyond 15 days, i.e., 15+1st day after the date of issue of contract. The interest on the delayed period shall be calculated on a pro rata basis for the number of delayed days. The amount shall be recovered from any payment due or become due against bills / any other amount lying with IIIT-A. The delayed submission of PS by the bidder shall be recorded in substantial completion and final completion certificates. If contractor fails to submit the PS within 60-days from the date of issue of contract, then following actions may be taken against such bidder:

- I. The bidder shall be debarred/ banned from participating in the business dealings with IIIT-A for a period of two years.
- II. The name of the bidder shall be hosted on the IIIT-A website etc. as per existing norms of IIIT-A/ Govt. of India.
- III. Such defaulted bidder shall not be eligible to participate in the bidding process of re-tender of this bid.
- IV. Award shall be summarily terminated.
- V. EMD/Bid security shall be forfeited.

- 4.18. **Defect Liability period** shall be six months from the date of satisfactory completion and handing over the site and satisfactory report from the Engineering In charge.
- 4.19. **Security deposit:** The security deposit (@ 2.5 % of the total values of work will be submitted by the agency or recovered from the agency bill for the period of defect liability+02 additional months.
- 4.20. **Completion period:** Work should be completed within 12 weeks from the date of agreement and after site clearance. If, the work delayed beyond the stipulated time of completion penalty of 1% per month or part thereof of total cost shall be imposed at the discretion of competent authority. The penalty may be up to 10% of the total accepted bid value. This purchase/Work order will be automatically expired after 14 weeks unless extension is provided by the Institute on request by the bidder.
- 4.21. **Forfeiture of bid security:** Bid security of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or depreciates from the tender in any respect within the period of validity of its tender. Further, if the successful tenderer fails to furnish the required performance security within the specified period, its bid security will be forfeited.
- 4.22. **Completion of Work:** Before finally leaving the site, all the Bidders stores, plant, tools and rubbish shall be removed and the site left clean and tidy. The space allocated by Owner shall be vacated and handed over to the Owner.
- 4.23. **Agreement:** Successful bidder is required to sign an agreement for work within the 15 days of acceptance of the order as per Annexure-VIII.
- 4.24. **Working and Safety Regulations:** The bidder shall observe all statutory safety and legal requirements regulations issued by Central and State Governments applicable to the work as well as any local regulations applicable to the site issued by the Owner or any other authority.
- 4.25. **Setting out Works:** The bidder shall set out the works and responsible for the true and perfect setting out of the same and for the correctness of the positions, levels, dimensions and alignment of all parts thereof, if at any time any error shall appear during the progress of any part of works the bidder shall at his own expenses rectify such error, to the satisfaction of the Engineer In-charge.
- 4.26. All the work will be executed as per site condition under the instruction of the Engineer In-charge. If any other work will require to be undertaken related to this work or any alteration in work, will be executed on the basis of approved rates after prior approval.
- 4.27. **Payment:**

- 4.27.1. Agency can raise the running bill as per progress of work. Accordingly, the payment will be made after verification by the engineer in charge up to 2<sup>nd</sup> & final bill.
- 4.27.2. At the time of forwarding any bill for payment, Engineer In-charge should ensure that all the terms and conditions of the tender documents have been fulfilled and deduction if any have been proposed.
- 4.27.3. Applicable TDS and other deductions as per provisions will be recovered (deducted) from the payment(s).
- 4.27.4. Water Charges @ 1% of the executed amount and electricity charges as per load or on the basis of actual reading (if meter has been installed) will be deducted from the bill of the agency. If agency will arrange their own arrangement of water & Electricity charge will not be recovered from the agency bill.
- 4.27.5. Labour welfare cess as per prevailing rate has to be deposited by the contractor and should submit for the records.

4.28. **Penalty for delay in work:**

- 4.28.1. With maximum rate @ 1% (one percent) maximum per month of delay to be computed on a per day basis based on the quantum of damage suffered due to stated delay on the part of the Contractor.
- 4.28.2. Provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10 % of the accepted Tendered Value of work
- 4.28.3. Other penalties will be imposed as per the work carried out by the contractor as per Clause 2 of GCC-2023 construction Work.
- 4.28.4. In such case(s) the Contractor/Bidder should notify and produce / bring the relevant communication and proof to IIITA promptly of any failure to perform or delay in performing due to any of the above reasons for the penalty to be waived off.

4.29. **Price Basis and applicable Tax claim:** Vendor should clearly mention the Rate of applicable GST separately, if firm will not mention the Taxes clearly on their Price Quotation, IIIT - Allahabad will assume that the quoted price is inclusive of all and no extra amount in later stage shall be paid by IIIT, Allahabad on account of Taxes. In case of tax exemption or lower TDS, the vendor has to submit a letter from the Government Authority for tax exemption or lower TDS (to be submitted along with each of the invoice(s)). If the Tenderer/Bidder has opted for composition scheme under GST ACT 2017, they have to declare themselves as "Composition Scheme" in the bid and indicate their Registration number in the Price Bid. Bidder shall have to enclose a certificate in original from a practicing Chartered Accountant/Cost & Management Accountant/Company Secretary confirming that Bidder is eligible to opt the scheme and has fulfilled all the conditions as mentioned in notification in this regard. In addition, the Tenderer/bidder has to enclose the self-attested GST Registration Certificate in the commercial bid. If the Bidder is unregistered i.e. exempted from GST registration, they have to declare themselves as "GST Unregistered Bidders" in the bid and shall have to enclose GST Exemption documents i.e. certificate in original from Practicing Chartered Accountant/Cost & Management Accountant/Company Secretary that Bidder is fulfilling all the conditions prescribed in GST Act, 2017 to make him exempt from registration.

4.30. If it is found that items are fake or of sub-standard quality and not conforming to the required specifications, the firm will have to replace the fake/ sub-standard items with genuine ones immediately but they will also be liable to be blacklisted.

4.31. If the work carried out by the bidder is not found acceptable, IIIT Allahabad has the complete right to reject the same without giving any compensation.

4.32. **Force Majeure:** The vendor (bidder) will not be held responsible for breach of executing any obligation or delay in executing any obligations during below given circumstances / conditions.

- 4.32.1. War, Riots, Strike, Fire, Flood, Earthquake, Storm, Epidemic breakout, Power failure, Theft etc.
- 4.32.2. Any Governmental priorities (Necessary proof for validation viz. Govt. Gazette notifications, Leading Newspaper reports, etc. should be made available).

4.33. Rates quoted by the firm should not be higher than the prevailing market rate.

4.34. **Dispute Resolution:** In the event of any dispute arising out of or in connection with this Order, the parties shall use their best endeavor to resolve the same amicably and if the dispute could not be settled amicably, the matter shall be settled in the court under Prayagraj (Allahabad) jurisdiction only. The final payment will be released only after the vendor (bidder) complies with the above-mentioned clause.

4.35. **Right to alter Tender:**

4.35.1. IIITA reserves the right to alter the Tender terms and conditions at any time before submission of the bids.

4.35.2. IIITA reserves the right to modify, amend, alter (Partially or Fully) and/or cancel/reject the entire RFP at any stage without assigning any reason whatsoever. IIITA's decision in this regard will be final and binding on all vendors (bidders).

4.36. Conditional quotations are liable to be rejected. In the event of acceptance, the Director's decision will be final. The rates should be quoted as per our required specifications.

4.37. The rates should be quoted in Indian rupees. As per our BOQ.

4.38. The right to accept or reject any tender/ quotation, partially or wholly, including lowest quotation without assigning any reason whatsoever thereof or incurring any liability thereby is reserved with the Director, IIIT, Allahabad. The Director, also reserves the right to split the tender and place the orders for supply of item(s), mentioned in the enquiry letter on one or more tenderer. The decision of the Director, with regard to enforcement of these terms and conditions herein contained, as a result of breach of these conditions by successful Tenderer/s, shall be final and the Director, shall not be liable for any damage/liability put forth by the Tenderers at any stage of the transaction arising out of the enforcement of any or all herein contained terms and conditions.

4.39. All the documents submitted must be legible and self-attested and stamped. Otherwise it is likely to be rejected.

4.40. The Bid Security shall be returned to the bidder(s) whose offer is not accepted by the Institute within 15 days after finalization and award of the contract without any interest. Unsuccessful bidders may collect the Bid Security (within next 10 days after finalization & award of the contract) from Purchase Section, IIIT-A between 3:00 PM and 5:00 PM on any working day after providing a copy of authorization letter and any Photo Identity Card. After these 10 days Bid Security will be sent by registered post to the postal address provided by the firm/bidder as mentioned in the tender document. Representatives may also collect the EMD on behalf of the bidder, after providing an authorization letter from the bidder along with a copy of his photo identity card. If the return of Bid Security is delayed for any reason, no interest/penalty shall be payable to the bidder.

4.41. Complete Postal address of tenderer/ bidder along with Email ID and mobile number (to dispatch the Bid Security to unsuccessful bidder).

4.42. Tenderers/Bidders 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 part of the successful tenderer. Tender must be quoted in prescribe format on the company/firm letter head.

4.43. Quotation should be addressed to Deputy Registrar (Stores & Purchase), Indian Institute of Information Technology, Deoghat, Jhalwa, Prayagraj-211015 (U.P.) India.

4.44. All the work will be executed as norm and specification of CPWD and as specified in bill of quantity. If any other work will require to be undertaken related to this works or any alteration in work, will be executed on the basis of approved rates after prior approval.

## 5. GENERAL CONDITIONS OF CONTRACT

5.1. Bidder must fill the Letter of Undertaking (**Annexure-IV**) and Declaration Proforma (**Annexure-V**) complete in all respect.

5.2. Bidder must quote their rates exclusive of all taxes and duties. Taxes applicable may be quoted separately giving full details.

5.3. **Bidders can visit the site before the due date of Tender. (During Working hour). For any further clarification, you may contact Store and Purchase section by emailing at [info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in)**

5.4. Inspection of completed works by the designated Institute engineer will be done before final bill payment.

5.5. “The Contract” means the agreement entered into between the Owner and the Bidder, as recorded in the contract form signed by the parties, including all the attachments and appendices there to and all documents incorporated by reference therein.

5.6. “The Contract Value” means the amount payable to the Bidder under the contract for the full and proper performance of its contractual obligations.

5.7. “The Work” means all labour, materials, tools and plants, equipment including government taxes and transport, that may be required in preparation of and for and in the full and entire execution and completion of “the Work”.

5.8. “Services” means services ancillary to the execution of the work such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training and other obligations of the Bidder covered under the contract.

5.9. For the Bidding/ Tender Document Purposes, Indian Institute of Information Technology, Allahabad shall be referred to as 'Institute' and the Bidder/ Successful Bidder shall be referred to as 'Contractor and / or Bidder or Tenderer / Supplier/ Vendor'.

5.10. While all efforts have been made to avoid errors in the drafting of the tender documents, the Bidder is advised to check the same carefully. No claim on account of any errors detected in the tender documents shall be entertained.

5.11. All Bidders are hereby explicitly informed that conditional offers or offers with deviations from the conditions of Contract, the bids not meeting the minimum eligibility criteria, Technical Bids not accompanied with Bid Security receipt of RTGS/NEFT of requisite amount or the proof of exemption from Bid Security and an Undertaking In lieu of Bid Security, or any other requirements stipulated in the tender documents are liable to be rejected.

5.12. The Bid Security shall be returned through electronic transfer if submitted online to the bidder(s) bank account as provided by the bidder(s) or it will be returned by post whose offer is not accepted by the Institute within 15 days after finalization and award of the contract without any interest. If the return of Bid Security is delayed for any reason, no interest/penalty shall be payable to the bidder.

5.13. **Arbitration clause :** Any dispute or difference whatsoever arising out of or in connection with this Agreement, including any question regarding its existence, validity, interpretation, application, meaning, scope, operation or effect or termination there, shall be referred to and finally resolved by a Sole Arbitrator, who will be appointed by Director of IIIT-A and such proceedings shall be conducted in accordance with the Arbitration and Conciliation Act 1996 for the time being in force or as amended from time to time. The award made in pursuance thereof shall be final and binding on the parties.

5.14. The Parties to the Contract/Agreement shall be the successful bidder (to whom the Services or Supply has been awarded) and the Institute, IIIT-Allahabad.

5.15. For all purposes of the contract including arbitration there under, the address of the bidder mentioned in the bid shall be final unless the bidder notifies any change of address by a separate letter sent by registered post with acknowledgement due to IIIT-Allahabad. The bidder shall be solely responsible for the consequences of any omission or error to notify any change of address in the aforesaid manner.

5.16. Each page in the bid document must be numbered properly and duly signed & sealed by the bidder. Submit the tender document as per Instruction for Online Bid Submission.

5.17. The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on the next working date, the time remaining unaltered.

5.18. In preparing the financial bids, bidders are expected to take into account the requirements and conditions laid down in this Tender document. The financial bids should be uploaded online as per the specified “.xls” format i.e. Price Bid in Excel sheet attached as ‘.xls’ with the tender and based on the scope of work, service conditions and other terms of the Tender document. It should include all costs associated with the Terms of Reference/Scope of Work of the assignment.

5.19. Quoted rate should be valid as asked in the “Tender Schedule”. Deviation/Variation extent and pricing will be executed as per clause no. 12 of General Condition of Contract-2020 Maintenance work

5.20. All figures etc. must be in English Language only.

5.21. Only tender processing fee & Earnest money deposit (EMD) is exempted for MSME/NSIC valid registered firm and other documents are mandate to provide as asked in pre-qualification criteria of this tender otherwise it will be considered not qualified technically.

5.22. Any shortfall & unreadable document of the firm will not be asked by the Institute again once the documents uploaded on CPP Portal.

5.23. The firms blacklisted by any IIT/IIIT/NIT/Government Department/PSU/PSU Banks/Autonomous Bodies/Statutory Bodies in India during the last 02 Years from this bid date need not to apply.

5.24. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.

5.25. Director, Indian Institute of Information Technology, Allahabad will be the sole arbitrator of all the disputes and his decision will be binding on both the parties.

5.26. Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this tender notice.

5.27. The Bidder/Tenderer is required to quote for the complete BOQ. Partial quotes are liable to be rejected.

5.28. The work should be carried out as per norms and specification of CPWD.

5.29. **Any conditional tender will not be accepted.**

5.30. **Tenderer should take into account any corrigendum published on the tender document before submitting their bids. All such corrigendum will be placed on Central Public Procurement Portal as well as IIIT-A website [www.iiita.ac.in](http://www.iiita.ac.in). Intending tenderers are advised to visit <https://www.iiita.ac.in/tenders.php> and <https://eprocure.gov.in/eprocure/app> for regular update, if any, till the closing date of tender for any corrigendum/appendix/amendment. IIITA will not be responsible for ignorance of corrigendum.**

5.31. Participants should submit the tender in Two bid system, i.e., 2 (two) envelop/Cover (1<sup>st</sup> envelop for Techno-Commercial Offer or technical bid & 2<sup>nd</sup> envelop for financial bid or schedule of rate only).

5.32. ANTI COMPETITIVE AGREEMENTS/ABUSE OF DOMINANT POSITION: The Competition Act, 2002 as amended by the Competition (Amendment) Act, 2007 (the Act), prohibits anti- competitive practices and aims at fostering competition and at protecting Indian markets against anti- competitive practices by enterprises. The Act prohibits anti- competitive agreements, abuse of dominant position by enterprises, and regulates combinations (consisting of acquisition, acquiring of control and M&A) wherever such agreements, abuse or combination causes, or is likely to cause, appreciable adverse effect on competition in markets in India. IIITA reserves the right to approach the Competition Commission established under the Act of Parliament and file information relating to anti-competitive agreements and abuse of dominant position. If such a situation arises, then Vendors are bound by the decision of the Competitive Commission and also subject to penalty and other provisions of the Competition Act.

5.33. The tenderer who submits false, forged or fabricated documents or conceals facts with intention to win over the tender or procure purchase order; Bid Security of such tenderer firm shall be forfeited and firm shall be liable for blacklisting for a period of not Less than 2 years. The firm shall also be liable for Legal action depending on the facts & circumstances of the case.

5.34. If the supplier fails to execute the work order and informs IIITA about its inability to execute the order and non-compliance of the work order, the firm shall be liable for blacklisting for a period of not less than 2 years.

5.35. Indian Institute of Information Technology reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason or to cancel the tender. The decision of the Director – IIIT-Allahabad shall be final and binding on all.

5.36. All disputes are subject to Jurisdiction of Allahabad Courts.

5.37. May feel free to contact Purchase Section through for any queries (Ph: 0532-2922048)

(Stores & Purchase section)

I/We duly certified that the information provided in the proforma is true. I/We agree to the contents of terms & condition of the quotation/tender.

**Seal and Signature of the Proprietor/Authorized Representative**

## 6. MANDATORY PREQUALIFICATION CRITERIA FOR BIDDER

- 6.1. The bidder should have experience in executing job work of similar type of “Construction/renovation/maintenance works in residential houses/ apartments/ quarters/ offices/ laboratories and general civil infrastructures” during the last 3 years in any Central/state Government/PSU/Autonomous bodies in appropriate class like CPWD, MES, PWD/central University & any other Govt Institution/Organization, before the last date of tender submission for the purpose of consideration as technical experience. Completion Certificate / attested copy of experience certificate / copy of purchase order issued from the concerned department is mandatory to be submitted.
- 6.2. The Bidder, should have executed the contract for supply and installation / commissioning of similar items during preceding 3 financial years (i.e., FY 2022- 23, 2023-24 & 2024-25) as on opening of bid, as per following criteria:
  - Single order of at least 80% i.e., Rs. 7.75 Lakhs of estimated bid value; or
  - Two orders of at least 50% i.e., Rs. 4.85 Lakhs each of estimated bid value; or
  - Three orders of at least 40% i.e., Rs. 3.87 Lakhs each of estimated bid value.Satisfactory Performance certificate issued by respective Buyer Organization for the above Orders should be uploaded with bid.  
(Attested copies of all the above work Completion certificates must be submitted along with the tender).
- 6.3. **Solvency Certificate:** Solvency of the amount equal to 40% of the estimated cost **Rs. 3.90 Lakhs** of the work by any scheduled bank only. Preferably of the Current Financial Year, but not older than one year. **Or** Net Worth Certificate from certified Chartered Accountant as per Annexure-X.
- 6.4. The bidder should submit proof of average annual turnover of **Rs.4.85** Lakhs for the Last 3 financial years (2022-23, 2023-24 and 2024-25). Audited and certified copies of balance sheet, letter mentioning turnover and profit and loss statement of these three years duly certified by chartered accountant should be submitted.  
**Note:** If any bidder does not furnish the turnover value for any financial year out of the last 3 financial years, the turnover for that financial year shall be taken as ‘Zero’ and the average annual financial turnover shall be calculated accordingly.
- 6.5. The bidder/contractor must possess a **valid/applicable contractor license/registration** for execution of renovation/maintenance works, issued by a **competent authority of the Central Government, State Government, Public Sector Undertaking (PSU), or Autonomous Body**. The **license must be valid for the current financial/calendar year** and must explicitly mention its **validity date** on the license copy. The class/ category of the license should be appropriate for the nature and estimated value of the work. (**The validity of the license must be clearly visible.**)
- 6.6. Any IIT/IIIT/NIT/ Government Department/PSU/PSU Banks/Autonomous Bodies/Statutory Bodies/ Central Universities in India should not have blacklisted the Bidder at any stage. Self-declaration to that effect should be submitted along with the technical bid on company letter head as per **Annexure 8.1.**



6.7. The firm must have a valid GST Registration Certificate by showing the registered office address, GST no., Contact no. & person. (Attach self-attested copy)

**Note:** It is mandatory to provide all the valid & readable supporting documents as proof in respect of the mandatory eligibility criteria mentioned above Eligible bidders must also satisfy the following conditions:

**Registration:** Bidder should be registered with the Income Tax Department

Employees Provident Fund (EPF) Organization &, Employees State Insurance (ESI) Corporation, if applicable to the firm/agency/Bidder.

## 7. AWARD OF CONTRACT

7.1. Two bid systems shall be adopted, i.e. **2 (two) envelope\Cover (1<sup>st</sup> envelop for Techno-Commercial Offer or technical bid & 2<sup>nd</sup> envelope for financial bid or schedule of rate only).**

7.2. The Bidder meeting the minimum eligibility criteria with the lowest bid price in the respective category, subject to arithmetical correction, shall be deemed as the successful Bidder. IIIT-Allahabad shall award the contract to the eligible Bidder whose bid has been determined as the lowest evaluated Financial Bid. If more than one Bidder happens to quote the same lowest price, IIITA reserves the right to award the contract to more than one Bidder or any Bidder with the lowest price bids (say equal), the bidder with the highest 'cumulative annual turnover of the last 3 financial year would be deemed as 'Successful Bidder' with respect to the submission of proof of documents as submitted by the bidder.

7.3. The lowest rate will not be the only basis of claim to get the order.

7.4. **Purchaser's right to vary quantities at the time of award.**

## NOTE

- 1) The Institute reserves the right, without being liable for any damages or obligation to inform the bidder, to:
  - Amend the scope and value of the contract.
  - Reject any or all the applications without assigning any reason.
- 2) Any effort on the part of the bidder or his agent to exercise influence or to pressurize the Institute official would result in rejection of his bid. Canvassing of any kind is prohibited.



## 8. ANNEXURES

### 8.1 ANNEXURE – I: LETTER OF BID (To be submitted along with Technical Bid)

Dated: 21/01/2026

To,  
Deputy Registrar (Stores& Purchase)  
Indian Institute of Information Technology  
Deoghat, Jhalwa  
Prayagraj - 211015

#### **Sub: Submission of Bids against Tender Ref. No. IIIT-A/SP/NIT/1885/2593/2026**

We, the undersigned, declare that:

1. We have examined and accepted all the terms and conditions of the tender reference number \_\_\_\_\_ and ready to offer the required services accordingly required in tender document.
2. We offer to execute in conformity with the Bidding Documents for "**Replacement of tiles in both side courtyard of VH-1 at IIIT-A**".
3. Our bid shall be valid for a period of 90 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and shall remain binding upon us and maybe accepted at any time before the expiry of the period.
4. If our bid is accepted, we commit to submit a Performance Security within 15 days from the date of issuance of the work/supply order.
5. **We also declare that the Government of India / any other Government body/ any other organization has not declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.**
6. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept the highest ranked bid/ lowest bid or any other bid that you may receive.

Yours sincerely,

#### **Authorized Signatory**

(Authorized person shall attach a copy of Authorization for signing on behalf of Bidding company)

**Full Name and Designation  
(To be printed on Bidder's letterhead)**

## 8.2 ANNEXURE – II: CHECKLIST FOR BID SUBMISSION

SL. NO.	COMPLIANCE STATEMENT/QUERY	BIDDER'S CONFIRMATION (YES/NO), WITH CLARIFICATION/DETAILS AS REQUIRED	Reference page no. of Tender Documents
1	2	3	
1	Confirm that you have submitted your bid for <b>“Replacement of tiles in both side courtyard of VH-1 at IIIT-A”</b>	CONFIRMED / NOT QUOTED [Strike out whichever is not applicable]	
2	Confirm that you have attached the documentary evidence as desired in Mandatory Pre-Qualification Criteria for Sl no. 6.1 to 6.7.	CONFIRMED(YES/NO)	
3	Confirm that you have attached the documentary evidence as desired in Mandatory Pre-Qualification Criteria for Sl no. 6.3 (Solvency Certificate or Net worth Certificate)		
4	The bidder should have submitted annual turnover for the Last 3 financial years (2022-23, 2023-24 and 2024-25). Audited and certified copies of balance sheet, letter mentioning turnover and profit and loss statement of these three years duly certified by chartered accountant should be submitted for sl. No. 6.4 as desired in mandatory pre-qualification criteria	CONFIRMED(YES/NO) Turnover in Rupees 2022-23 _____ (Rs), 2023-24 _____ (Rs) 2024-25 _____ (Rs),	
5	Confirm that you have attached the documentary evidence as desired in mandatory pre-qualification criteria sl. No. 6.5	CONFIRMED(YES/NO)	
6	Confirm that the bidder must not have been blacklisted by any IIT/IIIT/NIT/ Government Department /PSU/PSU Banks/Autonomous Bodies/Statutory Bodies in India at the time of submission of bid for sl. No. 6.6 as desired in mandatory pre-qualification criteria	CONFIRMED(YES/NO)	
7	Confirm that the company must have its GST Registration certificate for sl. no. 6.7 as desired in mandatory pre-qualification criteria	CONFIRMED(YES/NO) GSTN NO _____	
8	Confirm that the Quality of materials should fulfill the specification as mentioned in the bill of quantity.	CONFIRMED(YES/NO) (MENTION THERE)	
9	Confirm that the Contractor /Vendor/Bidder accepts all the terms and conditions of the Special Condition of Contract.	CONFIRMED(YES/NO)	
10	Confirm that quoted price of the prescribed work is on FOR / designated IIIT, ALLAHABAD office/store, including transportation charges, taxes etc. all complete as defined in complete.	CONFIRMED(YES/NO)	
11	Confirm there is no deviation/ clarification/ cutting/ overwriting in the Price Schedule.	CONFIRMED(YES/NO)	

SL. NO.	COMPLIANCE STATEMENT/QUERY	BIDDER'S CONFIRMATION (YES/NO), WITH CLARIFICATION/DETAILS AS REQUIRED	Reference page no. of Tender Documents
12	Confirm the Completion Period schedule is accepted as per Tender Documents provision.	CONFIRMED(YES/NO)	
13	Copy of PAN, Income Tax Return certificate submitted.	CONFIRMED (YES/NO) PAN NO _____ (MENTION THERE), INCOME TAX RETURN CERTIFICATE LAST THREE YEARS AS PER TENDER DOCUMENTS.	
14	HSN CODE(if Applicable)	CONFIRMED(YES/NO)	
15	Confirm that the duly filled and scanned copy of all ANNEXURES submitted.	CONFIRMED(YES/NO)	
16	Confirm that the quoted price is firm and fixed for the entire contract period till completion of work unless there is separate provision in the RFQ document.	CONFIRMED(YES/NO)	
17	Confirm that Bidder's Bid is based on total compliance to the provisions of Tender document and subsequent amendment and corrigendum, if any, without any deviations and the quoted price is based on all the terms and conditions and specifications of Tender document	CONFIRMED(YES/NO)	
18	Confirm that the Price Reduction Schedule (PRS) as per Tender provision is acceptable and certify that there has been no decrease in the price of price variation indices and, in the event of any decrease of such indices during the currency of this contract, we shall promptly notify this to the purchaser and offer the requisite reduction in the contract rate.	CONFIRMED(YES/NO)	
19	Confirm that the bidder accept all the terms and condition, methodology, General conditions of contract and all Annexure of entire tender documents.	CONFIRMED(YES/NO)	
20	Confirm that proof of remittance with transaction number of EMD / exemption certificate is attached.	CONFIRMED(YES/NO)	
21	Confirm that you have attached Site Visit Report as per Annexure-XI	CONFIRMED(YES/NO)	

**NOTE:**

**It is mandatory to provide the desired information in the below format duly signed with date and seal of the firm, after page numbering on all the pages that is being uploaded for consideration during technical evaluation.**



**Please ensure to upload only required documents related to this tender. In addition, please do not upload any document more than once.**

### **8.3 ANNEXURE – III: BILL OF QUANTITY (BOQ)**

#### **BILL OF QUANTITY FOR REPLACEMENT OF TILES IN BOTH SIDE COURTYARD OF VH-1 AT IIIT-A**

##### **BILL OF QUANTITY**

<b>REPLACEMENT OF TILES IN BOTH SIDE COURTYARD OF VH-1 AT IIIT-A</b>					
<b>Sl. No.</b>	<b>Description of Work</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Rate (Rs.)</b>	<b>Amount (Rs.)</b>
1	Providing and fixing Glass mosaic tiles on finished plain wall surface of size 20 mm x 20 mm x 4 mm in all colour, design, fixing in customize design as per direction of Engineer-in- Charge. The glass mosaic tiles to be fixed on the wall surface with the help of approved adhesive applied at the rate of 2.5 kg per sqm and grouting of the same. The rate is inclusive of all operation, material and required pattern approved by Engineer-in-Charge. (D.S.R. 2023 , Item No. 1.53)	224.10	Sqm	Rates not to be quoted in Technical Bid	Rates not to be quoted in Technical Bid
2	12 mm cement plaster of mix: 1:4 (1 cement: 4 coarse sand). (D.S.R. 2023 , Item No. 13.41)	224.10	sqm	Rates not to be quoted in Technical Bid	Rates not to be quoted in Technical Bid
3	Dismantling old plaster or skirting, raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead. (D.S.R. 2023 , Item No. 15.56)	224.1	sqm	Rates not to be quoted in Technical Bid	Rates not to be quoted in Technical Bid
4	CARRIAGE OF MATERIALS By Mechanical Transport including loading, unloading and stacking Lime, moorum, building rubbish up to 1KM. (D.S.R. 2023 , Item No.1.1.1)	25.00	cum	Rates not to be quoted in Technical Bid	Rates not to be quoted in Technical Bid
<b>Total Amount in Rs.</b>					
<b>GST@</b>					
<b>G. Total in Rs.</b>					

Yours faithfully,

(Signature of Authorized Signatory)

Name:

Designation:

Company seal:

Place:

Date:



#### **8.4 ANNEXURE – IV: UNDERTAKING**

To,

**Registrar**

Indian Institute of Information Technology Allahabad  
Deoghat, Jhalwa  
Prayagraj - 211015

#### **UNDERTAKING**

I, \_\_\_\_\_, of M/s. \_\_\_\_\_ having registered office at \_\_\_\_\_, do hereby undertake that my company, M/s. \_\_\_\_\_, will not withdraw or modify its bids submitted for Tender No. \_\_\_\_\_ dated \_\_\_\_\_ for the “ **Replacement of tiles in both side courtyard of VH-1 at IIIT-A**” during the period of validity of the bids.

I, further undertake to have understood that if my company M/s. \_\_\_\_\_ withdraws or modifies its bids or if it fails to sign the contract or fails to submit a performance security within the stipulated deadline if the work is awarded to it, M/s. \_\_\_\_\_ will be suspended for a specified time period at least for two years from being eligible to submit bids for contracts with the Indian Institute of Information Technology, Allahabad.

I, further certify that in the event of any decrease in the price/ price variation indices during the currency of this contract, we shall be promptly notify this to the purchaser and offer the requisite reduction in the contract rate.

Yours faithfully,

(Signature of Authorized Signatory)

**Name:**

**Designation:**

**Company seal:**

**Place:**

**Date:**



## 8.5 ANNEXURE – V: DECLARATION

### DECLARATION

#### (Regarding ownership and / or employment of IIIT-A Employees)

(To be filled in by the tenderer, signed and submitted along with tender papers.)

**Ref. No.: IIIT-A/SP/NIT/1885/2593/2026**

**Date:21/01/2026**

I/We hereby declare that I/we or Partners or Directors of our concern do not have any such person under my/or employment who has retired/ resigned/ removed/ dismissed from IIIT-A during the last two years.

I/We hereby declare that I/We or partners or Directors of our concern have the following under my/our employment who has/have retired/resigned/removed/dismissed from IIIT-A during the last two years.

I/We hereby declare that I/We or partners of directors are not related to any employees of IIIT-A

Sl no	Name of person	Date of leaving IIIT-A	Reason for leaving IIIT-A

**OR**

I/We hereby declare that the following persons employed in IIIT-A and any other IIIT-A Project/Station are related to me/us for partners or directors of our concern as per details indicated.

Sl no	Name of person	Designation and Name of project or Office of IIIT-A	Relationship

**Note:** The near relative shall include wife, husband, parents and grandparents, children and grandchildren, brothers, sisters, uncles, aunts and cousins and their corresponding in-laws.

**(Signature of Tenderer)**

(Name)

#### **Witness Signature**

**Name:**

**Place:**

**Date:**

**Note:**

1. Please tick whatever is applicable and delete/cut whatever is not applicable
2. Please attach extra sheet if necessary.



#### 8.6 ANNEXURE – VI: BIDDER DETAILS

Sl.	Name of the Company/ Bidder	To be filled by bidder (Documentary proof must be attached as applicable)
1	<b>Registered office Name</b> Full address of the Registered office Details of contact person(s) Name Designation Telephone number(s) Email	
2	List the major clients with whom your organization has been associated and submit documentary proof	a.  b.  c.  d.  e.

(Signature of Tenderer/Contractor)

(Name)  
(Seal)

Place:

Date:



### 8.7 ANNEXURE –VII: MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER & DETAILS OF BID SECURITY TRANSACTION

**Ref. No.: IIIT-A/SP/NIT/1885/2593/2026**

**Date: 21/01/2026**

To,

**Registrar**

Indian Institute of Information Technology Allahabad  
Deoghat, Jhalwa  
Prayagraj - 211015

**Sub: Authorization for release of payment/ dues from Indian Institute of Information Technology, Allahabad through Electronic Fund Transfer/ RTGS Transfer.**

1. Name of the Party/Firm/Company/Institute: \_\_\_\_\_
  
2. Address of the Party: \_\_\_\_\_  
City: \_\_\_\_\_ Email ID: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Permanent Account Number: \_\_\_\_\_
  
3. Particulars of Bank:  
Bank Name: \_\_\_\_\_ Branch Name: \_\_\_\_\_  
Branch Place: \_\_\_\_\_ Branch City: \_\_\_\_\_  
PIN Code: \_\_\_\_\_ Branch Code: \_\_\_\_\_  
IFSC Code (11 Digit Alpha-Numeric Code): \_\_\_\_\_  
Account Type: Savings/ Current/ Cash Credit: \_\_\_\_\_  
Account Number: \_\_\_\_\_

#### DECLARATION

I hereby declare that the particulars given above are correct and complete. If any transaction is delayed and not affected for reasons of incomplete or incorrect information, I shall not hold Indian Institute of Information Technology responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for the purpose of credit of amount through NEFT/RTGS Transfer.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

#### Signature & Seal of the Authorized Signatory of the Party

**Details of BID SECURITY are as follows (if submitted, attach a photocopy) \*:**

Bid security amount (in Rs.)	Bank Name	Issue Date	Valid till date	If transfer online			If MSE (mention YES)
				Mention NEFT/RTGS	Transaction no.	Transaction date	

\*Attach a photocopy of proof regarding submission of bid security amount/ MSE Registration Certificate



## 8.8 ANNEXURE-VIII

### AGREEMENT

An agreement made this on \_\_\_\_\_ day of \_\_\_\_\_ between Registrar, Indian Institute of Information Technology, Allahabad (herein referred to as Employer) of the part and M/s \_\_\_\_\_ (herein referred as the Contractor of the other part).

Whereas in response to call for tender for the \_\_\_\_\_ as per tender paper at \_\_\_\_\_ hereto contractor has submitted a Tender as per Annexure 'A' hereto and whereas the said Tender of the contractor has been accepted the total estimated contract value of Rs. \_\_\_\_\_ as per copy of letter of acceptance of Tender No. \_\_\_\_\_ Dated \_\_\_\_\_ completed with enclosures at the accepted rates and agreed deviations from Tender Papers as per annexure hereto. Now this agreement witness that consideration of premises and the payment to be made by the Employer to the contractor provided for herein below the contractor shall supply all equipment's and materials and executed and perform all works for which the said Tender of the contractor has been accepted strictly according to the various provisions in Tender papers hereto and upon such supply execution and perform to the satisfaction of the Employer, the employer shall pay to the contractor at the several rates accepted as per the said annexure and in terms of provisions herein.

In witness whereof the parties have here unto set and subscribed their respective hands and /or seals the day and years respectively mentioned against their respective signatures.

Signed and delivered at \_\_\_\_\_ by Sri \_\_\_\_\_ For and on behalf of M/s \_\_\_\_\_ the contractor within named in the presence.

Authorized Signatory

Witness:

1. Signature

Name in Block Capitals \_\_\_\_\_

Address \_\_\_\_\_

2. Signature

Name in Block Capitals \_\_\_\_\_

Address \_\_\_\_\_

Signed and delivered at \_\_\_\_\_ by  
Sri \_\_\_\_\_ Registrar, Indian Institute of Information Technology, Allahabad  
in the presence of:

Registrar

Witness:

Signature

Name in Block Letter \_\_\_\_\_

Address \_\_\_\_\_

Signature

Name in Block Letter \_\_\_\_\_

Address \_\_\_\_\_



**8.9 APPENDIX - IX: FORM OF APPLICATION BY THE CONTRACTOR FOR SEEKING EXTENSION OF TIME**

1. Name of contractor
2. Name of work as given in the agreement
3. Agreement no
4. Estimated amount put to tender
5. Date of commencement of work as per agreement
6. Period allowed for completion of work as per agreement
7. Date of completion stipulated in agreement
8. Period for which extension of time if has been given by authority previously:

Letter no. & Date	Extension granted	
	Days	Months
(a) 1st extension .....		
(b) 2nd extension .....		
(c) 3rd extension .....		
(d) 4th extension .....		
(e) Total extension previously given		

9. Reasons for which extension have been previously given (copies of the previous applications should be attached)
10. Period for which extension if applied for
11. Hindrances on account of which extension is applied for with dates on which hindrances occurred and the period for which these are likely to last

Submitted to the Authority With copy to the Engineer-in-charge

**(Signature of Tenderer/Contractor)**

(Name)  
(Seal)

**Place:**

**Date:**



### **8.10 APPENDIX - X:**

#### **NET WORTH CERTIFICATE**

**(CERTIFIED BY CHARTERED ACCOUNTANT)**

(To be printed in Letter head of Chartered Accountant)

This is to certify that as per the audited Balance Sheet and Profit & Loss statement of the account during the financial year ..... the net worth of M/s./Sh.....(Name & Registered Address of individual/ firm/ company) as on 31.3.2025 is Rs.

(Rupees.....) after considering all liabilities. It is further certified that the net worth of the company has not eroded by more than 30% in the last three years ending on 31.3.2025.

.....  
(Signature of the Chartered Accountant)

.....  
(Name of the Chartered Accountant)

.....  
(Membership No. of ICAI)

.....  
(Date & Seal)



### 8.11 APPENDIX - XI:

#### SITE VISIT REPORT UNDERTAKING

(On the letter head of the bidder)

I/We \_\_\_\_\_, the authorized representative of M/s \_\_\_\_\_ have visited the site for requirement gathering and to understand the existing infrastructure and on-ground conditions regarding **Replacement of tiles in both side courtyard of VH-1 at IIIT-A**.

The site visit was conducted on \_\_\_\_\_ (Date), to understand the scope of work, assess the actual site conditions, and gather relevant information necessary for the preparation and submission of our proposal in response to the Tender.

This declaration is made in full acknowledgment of the importance of understanding the work site prior to submission of Tender.

Signature of Bidder

Contact Number \_\_\_\_\_

\_\_\_\_\_  
Signature & Seal of Institute Official

Note: For this purpose, bidders/contractor shall communicate to Institute via (E-mail [ID-info.purchase@iita.ac.in](mailto:ID-info.purchase@iita.ac.in)) indicating their intention to visit the site on working days (Monday to Friday- on working days) between 10:00 AM to 05:00 PM along with the intended date of visit and the details of their visiting representatives at least 1 (one) day before their intended visit. Institute shall communicate its response to the interested bidders/ proposers who are planning to visit the site at the earliest approving the date of visit or may specify another date as it may consider suitable.