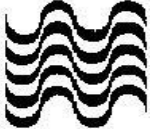




भारत सरकार / Government of India

वस मतारा/ Ministry of Textiles

ववकास आुक (हथकरघा) काायरा / Office of Development Commissioner (Handlooms)



भारतीा हथकरघा प्रौक्को ससथाा

INDIAN INSTITUTE OF HANDLOOM TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

फौल्स पररसर, वतलराा ार् / Foulke's Compound, Thillai Nagar

सेरम/ Salem – 636 001



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web: www.iihtsalem.edu.in

E-NOTICE INVITING TENDER

E-Tender No. – IIHT/UG/23/2026-27/1/Rate contract (Faculty)

The Director, Indian Institute of Handloom Technology, Salem invites online bids in Two Bid System (Technical & Financial) through e-Procure Portal (<http://eprocure.gov.in/eprocure/app>) from approved and eligible agencies/ service providers having a place of business in any of States of India towards **Rate Contract for hiring of teaching and non-teaching faculty members on outsourcing basis at Indian Institute of Handloom Technology, Salem for the Academic year 2026-27.**

Tender Publishing Date	18/05/2026
Tender Document Download Date	18/05/2026
Tender Submission Start Date	18/05/2026
Tender Submission closing Date & Time	25/05/2026 5.00PM
Tender Opening Date & Time	26/05/2026 10.30AM
EMD	Rs.3,40,000/-

IMPORTANT NOTE:

1. Manual bids shall not be accepted.
2. Tender documents may be downloaded from Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app> . Tender fee is not required on submission of tender. Aspiring Bidders/Suppliers who have not enrolled/registered in e-procurement should enroll/register before participating through the website <https://eprocure.gov.in/eprocure/app>. The portal enrollment is free of cost. Bidders are advised to go through instructions provided for online Bid Submission in the Central Public Procurement Portal.
3. Bidders can access tender documents on the website, fill them with all relevant information and submit the completed tender document into electronic tender on the website <https://eprocure.gov.in/eprocure/app>
4. Tenders and supporting documents should be uploaded through e-procurement.

GENERAL TERMS & CONDITIONS

1. The intending bidder must read the terms and conditions carefully. The bidder should submit the bid only if the bidder considers eligible and is in possession of all the documents required.
2. Information and Instructions for bidders posted on website shall form part of bid document.
3. The bid document consisting of qualifications, requirement of faculty members to be engaged and the set of terms and conditions of the tender to be complied with and other necessary documents can be seen and downloaded from website www.eprocure.gov.in.
4. The bid must be submitted after deposition of original EMD in the office of IIHT, Salem within the period of bid submission. (EMD receipt document shall only be issued by IIHT, Salem after receipt of same) and uploading the mandatory scanned documents such as Demand Draft/Pay Order/Bankers Cheque and Bank Guarantee of any schedule bank towards EMD in favour of The Director, IIHT, Salem payable at Salem as mentioned in NIT.
5. The EMD can be paid in the form of Demand Draft or Pay Order or Banker's Cheque **drawn in favour of The Director, IIHT, Salem, payable at Salem which shall be scanned and uploaded to the e-Tendering website within the period of bid.** The original EMD should be deposited in the office of The Director, IIHT Salem, within the period of bid submission. After receipt of EMD, the office of The Director, IIHT, Salem will issue a receipt of deposition of Earnest Money to the bidder in a prescribed format.

The receipt shall also be uploaded in the e-tendering website by the intending bidder upto the specified bid submission date and time.

6. **Return of EMD:**
 - i. The earnest money of all the unsuccessful bidders will be returned after the award of tender. No interest will be paid by IIHT Salem on the Earnest Money Deposit.
 - ii. The Earnest Money of successful bidder shall be returned after receipt of Performance Security Deposit of the amount equivalent **2% of the value of the contract** within 15 days. This Performance Security shall be released after completion of all contractual obligation period. No interest will be paid by IIHT Salem on the Performance Security.
7. Those Tenderer who have not registered on the website mentioned above, are required to get registered before submitting tender document. The intending bidder must have valid digital signature to submit the bid.

8. Contractor must ensure to quote rate for each post.
9. **In addition to this, while selecting any of the cells a warning appears that if any cell is left blank, the same shall be treated as “0”. Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as “0” (ZERO).**

However, if a tenderer quotes nil rates against any item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section/ sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest rate.

10. Tenders with any condition including that of conditional rebates shall be rejected forthwith. Rates of such tenders shall neither be read out, nor entered in tender opening register at the time of opening of financial bid.
11. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
12. This Institute reserves the right to cancel a part or entire tender at any point of time without assigning any reason, thereof.
13. The NIT approving authority at the time of receiving the EMD shall fill and issue the following prescribed format:

Receipt of deposition of original EMD

(Receipt No.....Date)

1. Name of Work:
2. NIT No:
3. Estimated Cost:
4. Amount of Earnest Money Deposit
5. Last date of submission of bid:

1. Name of Tenderer: _____ #
2. Form of EMD: _____ #
3. Amount of Earnest Money Deposit: _____ #
4. Date of submission of EMD: _____ #

Signature, Name and Designation of EMD receiving officer along with Office stamp. (# To be filled by EMD receiving officer of IIHT, Salem)

List of Documents to be scanned and uploaded within the period of Online bid submission

- a. Certificate of Registration, Registration for GST, ESIC and EPF registration, copy of IT returns filed for the last 3 Financial Years.
- b. Educational and Experience details of the each faculty members to be deployed as per the format given in Annexure – 1.
- c. An undertaking that “The Certified copy of all the scanned and uploaded documents as specified in the NIT shall be deposited by me / us with The Director, IIHT Salem calling the bid in case I / We become the lowest bidder within a week of the opening of financial bid otherwise department may reject the bid and also take action to withdraw my / our enlistment / debar me / us from tendering.
- d. Copy of Original EMD submitted along with receipt for deposition of the same issued from The Director, IIHT Salem.
- e. A scanned copy of the certificate on company letterhead, stating that the bidder has not been blacklisted by any institution/ organization/ society/ company of the Central / State Government /ministry/department/ public sector organizations during the last three years, with company stamp and signed by authorized signatory, should also be uploaded.

Section – II

Eligibility Condition for the Tenderers

1. The Tenderer should be an established, reputed, reliable manpower outsourcing agency. A certificate to this effect shall be enclosed with the tender without which the tender shall be summarily rejected.
2. Annual turnover of the tenderer should not be less than Rs 45 Lakhs for each of the last three financial years. A certificate to this effect duly certified by the Chartered Accountant must be enclosed. IT return for the above mentioned period shall also be enclosed.
3. The Tenderer should have valid GST registration with authorities and proof of Payment of GST as applicable for the last year. (A certificate to this effect must be enclosed).
4. The Tenderer should have PAN/GST number issued by the competent authority.
5. Tenderers should have minimum three years of experience with government in the field of manpower supply to Govt/ PSUs / Societies / reputed and large Pvt. Organizations. Work order for last three years along with certificate for successful completion of work must be enclosed with the tender.
6. Atleast 75% of the faculty members details in each category should be furnished. They should be present during the technical bid evaluation for assessing the suitability of the candidate.

Section –III

Instructions to the Tenderer to fill the Tender:

1. Tender should be valid for 1 year from the opening of financial bids/period of contract.
2. Each page of the tender shall be **signed by the authorized person** of the firm. **A letter of authorization by the firm shall be uploaded along with the tender.**
3. The tender document consisting of eligibility conditions of various posts to be served to this Institute and the set of terms and conditions of the tender to be complied with and other necessary documents except Standard General Conditions.
4. After submission of the bid, the Tenderer can re-submit revised bid any number of times but only before last date and time of submission of tender as notified.
5. While submitting the revised bid, Tenderer can revise the rate of any posts but before last date and time of submission of tender as notified.
6. The EMD can be paid in the form of Demand Draft or Pay order or Banker's Cheque or Fixed Deposit Receipt (drawn in favour of The Director, IIHT, Salem payable at Salem) shall be scanned and uploaded to the e-tendering website within the period of bid submission. The original EMD should be deposited with The Director, IIHT Salem within the period of bid submission. The EMD receiving officer at IIHT Salem shall issue a receipt of deposition of earnest money deposit to the bidder in a prescribed format.
7. The bid submitted shall become invalid if:
 1. The bidders are found ineligible.
 2. The bidder does not deposit Original EMD with the Director, IIHT Salem.
 3. The bidder does not upload all the documents (including GST registration) as stipulated in the bid.
 4. If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically in the office of tender opening authority.
8. The Tenderer whose tender is accepted will be required to furnish Performance Security of **2% of the value of the contract** as Demand Draft or other form within 15 days. In case the supplier fails to deposit the said performance security within the period or the extended period, if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. **The earnest money deposited along with tender shall be returned after receiving the aforesaid performance security.** The competent authority on behalf of the President of India does not bind him to accept the lowest or any other tender and reserves him/itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the

prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected.

9. Canvassing whether directly or indirectly, in connection with tenderers is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
10. The competent authority reserves to himself, the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
11. The tender for the supply of manpower shall remain open for acceptance for a period of Thirty **(30) days** from the date of opening of tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the retendering process of the work.
12. This notice inviting Tender shall form a part of the contract document. The successful tenderer/contractor, on acceptance of his tender by the Accepting Authority shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
 - a) The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender as uploaded at the time of invitation of tender and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
 - b) Eligibility and qualifications of the staff members are as mentioned.
13. For a bidder, who has participated in the tender bids, it will be automatically assumed that he has accepted all the terms and conditions of the tender. A certificate should be attached along with the bids stating that the quotations are strictly as per the terms and conditions of the tender. No request for deviation in the terms and conditions of the tender will be entertained. If there is any deviation from the terms and conditions of the tender or the tenderer has uploaded conditional bids, the bid will be summarily rejected.
14. **Conditional bid will be treated as non-responsive and will be rejected without consideration.**

Financial Bids:

1. The Financial Proposal/Commercial bid format is provided as **BoQ.xls** along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download the BoQ.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. Bidder shall not tamper/modify the format of downloaded price bid template in any manner. In case, the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited.
2. The Bids must be submitted online only at CPP website: <https://eprocure.gov.in/eprocure/app> on or before the due date
3. Rates for each category of post should be indicated separately in the financial bid. The rates must be quoted on comprehensive basis, i.e., inclusive of all charges including EPF, Service charge, GST etc.
4. Rates quoted in the financial bid shall be treated as final rates and no escalation of rates shall be entertained. The rates must be quoted strictly as per the BOQ provided
5. Rates shall be valid for one year i.e. **02nd June 2026 to 31st May 2027** or upto extension period if any approved by competent authority of Institute.

Section – IV

Bid Evaluation and Award Criteria

1. The bid evaluation shall be done on the basis of lowest service charge on individual category of posts. The other charges are as per prescribed Government norms or the rate given by this Institute.
2. The Indian Institute of Handloom Technology, Salem shall determine the lowest price and accordingly determine the L₁ Bidder based on the GFR, 2017.
3. The work order will be awarded to the successful service provider (s) whose bid has been determined to be substantially responsive and has been determined as the lowest bid on the basis of rates.
4. The Institute shall not have any binding to accept the lowest or any bid and reserves the right to accept/reject any bid, wholly or in part.
5. The Institute shall reserve the right at the time of award of work order to increase or decrease the number of persons for various post specified in the schedule of requirements, without any change in rate or other terms and conditions. The Institute shall also reserve the right to split the award of contract.

Section V

Terms and conditions and scope of work of the tender:

Terms and conditions:

1. The contract period 02/06/2026 to 31/05/2027 for hiring the services of persons is purely on outsourcing basis and will be from the date of their joining till further order.
2. **The suitability of the person with respect to nature of duty shall be assessed by the Expert Committee of IIHT, Salem. In this regard, the bidder shall produce atleast 75% of teaching and non-teaching faculty/staff strength to the Evaluation Committee on the date and time of opening of Technical Bid.**
3. **The rates are evaluated on the basis of lowest service charge.**
4. A specified / fixed rate of wages except GST will be paid for the whole academic year/financial years 2026-27. For providing such services, no further revision of rates shall be entertained on the grounds of revision of wages on contractual basis by the agencies within this period.
5. The person(s) hired/appointed through agency shall be engaged purely on outsourced basis without any liability on Government of India for regularization, absorption, etc. The person(s) to be engaged on contractual basis will not be provided any residential accommodation and they have to make their own lodging/boarding arrangement.
6. The agency shall take all responsibility of personnel deployed by it and in case of any loss or damage to the property of the Institute by the personnel deployed by the agency, the agency will either be liable for the loss on the basis of value determined by the Institute or the same will be recovered from the performance guarantee / monthly payment of the agency.
7. The contracting agency shall deposit all statutory contributions like EPF/GST for the personnel hired by it in time and shall maintain all statutory registers under the law. **The agency shall produce the last month's statutory contribution, while submitting the current month's bill. In case the agency is not able to fulfill its statutory liability towards the personnel deployed, the Institute will have the right to deduct the same from the payment due to the agency and deposit it directly to the statutory organization.**
8. The agency shall make regular and full payment of salaries and other payment as due to its personnels deputed under service contract and furnish necessary proof of the same as and when required. The payment of personnel by the agency would be made on or before 7th of every month. In case 7th being a holiday, wages should be paid on the preceding day of the month. Agency shall provide copy of appointment and salary slip of all appointed staff to this Institute time to time.

9. In case IIHT Salem receives any complaints regarding non-payment of salary to the personnels deployed, the amount payable to the employee will be recovered from the bill of the agency and paid to such personnels and the contract will be terminated. In such case, the performance guarantee will not be returned to the agency.
10. The agency will ensure the remittance of the salary to the personnel deployed by them in IIHT, Salem through Bank Account only. Cash/ Cheque payment will not be permitted and if any such case is found in the later date, the contract will be terminated.
11. A sum of Rs.3,40,000/- shall be deposited by the Agencies in shape of Account payee Bank demand Draft/Bankers Cheque, Fixed Deposit Receipt and Bank Guarantee from any of the Nationalized Banks drawn in favor of The Director, IIHT, Salem payable at Salem as Bid Security deposit. The Bid Security is normally to remain valid for a period of forty-five days beyond the final bid validity period. **After completion of Tender process, the amount will be refunded to unsuccessful Agencies.**
12. The EMD will be forfeited under the following conditions:-
 - (a) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of the tender.
 - (b) If the bidder withdraws the bid before the expiry of the offer validity period of the bid or within the time frame of extension given by Director, IIHT Salem in special case communicated before the expiry of the bid.
 - (c) If the selected bidder fails to execute agreement in prescribed format and furnish the bank guarantee within the prescribed time.
 - (d) On adopting of malafide practices by the bidder during the finalization of tendering process.
13. TDS@2% will be deducted by the Institute and deposited in Income Tax department from the claim bill of Agency towards the Income Tax every month.
14. An agreement to be made for the services provided to this Institute.

SECTION - VI

Requirements of Rate Contract for hiring of teaching and non-teaching faculty members on outsourcing basis at Indian Institute of Handloom Technology, Salem for the year 2026-27 are as detailed below:

Sl. No.	Name of the post	No. of Persons	Qualification	Period of Contract
1.	Professor: Textile	1	As per AICTE norms	02.06.2026 to 31.05.2027
2.	Associate professor: Textile	2	As per AICTE norms	
3.	Assistant professor: Textile/ Mathematics / Physics/ Chemistry/ Mechanical/ Management/ Electrical/Computer Science/English etc.	14	Assistant Professor* (As per AICTE norms) (0 to 3 years experience)	
			Assistant Professor* (As per AICTE norms) (with 4 years experience in either Government Institution or other institution with NIRF ranking within 200) Senior Scale	
			Assistant Professor* (As per AICTE norms) (with 8 years experience in either Government Institution or other institution with NIRF ranking within 200) Selection grade	
4.	Assistant Director Physical Education	1	As per AICTE norms	
5.	Lab Technician: Computer Science	1	Essential: B.E/B.Sc. Computer science/Engineering or equivalent from a recognized Institute/ University (or) Matric with Trade Certificate in Computer Application Science from a recognized Institute/ Organization. Desirable: 3 Years experience as Lab Technician or similar. (or) 3 Years experience in handling computers and related engineering equipment and carrying out laboratory experiment in any University/ College	02.06.2026 to 31.05.2027
	Electrical	1	Diploma/B.E in Electrical & Electronic Engineering from a recognized Institute/University. (or) Matric with ITI Certificate in Electrical & Electronic Engineering trade.	02.06.2026 to 31.05.2027
	Physics	1	B.Sc. Physics from a recognized Institute/ University.	
	IT	1	Diploma/B.E. in CSE/IT or relevant field Desirable: 3 Years experience in Network Engineer (L2) role and experience in managing complex network infrastructures, specializing in troubleshooting, configuring and supporting routers, switches (LAN/WAN), firewalls and VPNs.	

* As per experience base rate will be applicable.

Tender inviting Authority

Annexure-I

Sl.No.	Name of the posts	Discipline	Name of the faculty members to be deployed	Educational Qualification	Experience		
					Industry	Teaching	Total
1.	Professor	Textile					
2.	Associate professor	Textile					
		Textile					
3.	Assistant professor	Textile					
		Textile					
		Textile					
		Textile					
		Textile					
		Textile					
	Assistant professor	Mathematics					
		Physics					
		Chemistry					
		EEE					
		Management					
		Mechanical					
		English					
		Computer Science					
4.	Assistant Director Physical Education	--					
5.	Lab. Technician	Computer Science					
		Electrical					
		Physics					
		IT					