



NOTICE INVITING TENDER (E-Tendering mode)

1. E-bids are invited through **Central Public Procurement Portal (CPPP)** under Two Bid system for the **“Repairing and CAMC of Ductable AC (5x11 TR) make Bluestar of BH-V 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

Date of issue/publishing	: 22/04/2026
Document download/sale start date	: 22/04/2026
Document download/sale end date	: 13/05/2026 (Till 12:00 Noon)
Last date and time for uploading bids	: 13/05/2026 (Till 12:00 Noon)
Last date and time for receipt of queries	: 02/05/2026 (Till 10:00 am)
Date of issuing corrigendum, if any	: 04/05/2026 (Till 04:00 pm)
Date and time of Technical Bid opening	: 14/05/2026 (Till 10:00 am)
Date and time of Price Bid opening	: Will be informed later
Bid Security (Earnest Money)	: Bid Security fee is Rs.8000/- (Rupees Eight 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).
Performance Security	: 5% of the total order value.
Number of covers	: 2
Bid validity period	: 90 days from the date of opening of Technical Bid
Address for communication	: Deputy Registrar (Stores & Purchase), IIIT Allahabad, Jhalwa, Prayagraj – 211015
Contact number	: Tel: 0532-2922395
Email address	: Bidders may submit their Queries/Clarification, if any, latest by 02/05/2026 (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 Deputy 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

- 1.4.4. In some cases, Financial Bids can be submitted in RAR format as well (in lieu of BOQ). 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 REPAIRING AND CAMC OF DUCTABLE AC (5x11 TR) MAKE BLUESTAR OF BH-V AT IIIT-A.

Indian Institute of Information Technology, Allahabad invites online Bids (Technical bid and Commercial/Price bid) from eligible and experienced bidders for **Repairing and CAMC of Ductable AC (5x11 TR) of BH-V at IIIT-A.**

3. TECHNICAL SPECIFICATIONS

S. No.	Particulars	Qty.	Unit
A	Repairing of Ductable AC		
1	Servicing of Ductable unit with water pressor pump with Copper camicals indoor and outdoor condenser coil 5 unit	55	TR
2	Supply & Fixing of Outdoor Front Jaali	10	Nos.
3	Leak Pressure Testing & Refrigerant top up for 11 TR Ductable AC Unit	5	Nos.
4	Replacement of HPLP Valve	5	Nos.
5	Replacement of Service Valve Outdoor unit	5	Nos.
6	Replacement of Indoor Dryer Filter	5	Nos.
7	Any other miscellaneous Electrical items & accessories as required on actual site condition of Ductable AC units	5	set
B	CAMC of Ductable AC		
	Comprehensive Annual Maintenance Contract of 11 TR x5 packaged Ductable AC units installed in BH-V at IIITA make Blue Star, Inverter Ductable AC		
1	1 st year CAMC cost	5	Set
2	2 nd year CAMC cost	5	Set
3	3 rd year CAMC cost	5	Set
4	4 th year CAMC cost	5	Set
5	5 th year CAMC cost	5	Set

4. GENERAL CONDITIONS OF CONTRACT

- 4.1 Bidder must fill the Letter of Undertaking (**Annexure-IV**) and Declaration Proforma (**Annexure-V**) complete in all respect.
- 4.2 Bidder must quote their rates exclusive of all taxes and duties. Taxes applicable may be quoted separately giving full details.
- 4.3 **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**
- 4.4 Inspection of completed works by the designated Institute engineer will be done before final bill payment.
- 4.5 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'.
- 4.6 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.



- 4.7 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.
- 4.8 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.
- 4.9 **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.
- 4.10 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.
- 4.11 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.
- 4.12 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.
- 4.13 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.
- 4.14 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.
- 4.15 All figures etc. must be in English Language only.
- 4.16 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.
- 4.17 Any shortfall & unreadable document of the firm will not be asked by the Institute again once the documents uploaded on CPP Portal.
- 4.18 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.
- 4.19 Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
- 4.20 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.
- 4.21 Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this tender notice.
- 4.22 The Bidder/Tenderer is required to quote for the complete BOQ. Partial quotes are liable to be rejected.
- 4.23 Any other item required for successful completion, but not included in the above list the Sub Contractor shall take prior written approval from the IIIT-Allahabad.



- 4.24 **Any conditional tender will not be accepted.**
- 4.25 **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. 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/addendum/amendment. IIITA will not be responsible for ignorance of corrigendum.**
- 4.26 Participants should submit the tender in Two bid system, i.e., 2 (two) envelop/Cover **(1st envelop for Techno-Commercial Offer or technical bid & 2nd envelop for financial bid or schedule of rate only).**
- 4.27 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.
- 4.28 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.
- 4.29 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.
- 4.30 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.
- 4.31 All disputes are subject to Jurisdiction of Allahabad Courts.
- 4.32 May feel free to contact Purchase Section through for any queries (Ph: 0532-2922395)

(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



5. MANDATORY PREQUALIFICATION CRITERIA FOR BIDDER

- 5.1 The Bidder should be Original Equipment Manufacture (OEM) or Authorized service provider of BlueStar. The document of certificate for the same must be enclosed.
- 5.2 At least three-year experience in AMC of Air-conditioners or similar nature work in any govt. organization/semi govt./PSU etc. in last three year. (PO copy must be attached).
- 5.3 In case of bidder being an authorized business partner, an authorization letter from OEM must be submitted. In case bidder is sourcing items from other manufacturers, an authorization letter for supply and servicing the same assuring full-service obligations shall be obtained and attached from the principal supplier/ manufacturer.
- 5.4 Bidder should have experience of having successfully completed similar project during the last 3 financial years ending 31st march 2025 separately (i.e. 2022-23, 2023-24 & 2024-25) should be either of the following: (Bidder PO copy similar nature of services on or before due date of the tender would also be considered in this bid).
 - 5.4.1 One similar order having worth not less than 02.15 Lakh.
 1. OR
 - 5.4.2 Two similar orders each costing not less than 1.35 Lakh.
 2. OR
 - 5.4.3 Three similar orders each costing not less than 01 Lakh.
- 5.5 Bidder should have a registered office in India. Furnish address and registration details.
- 5.6 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 Self-declaration certificate that company is not blacklisted with any of the Govt. Department and other statutory bodies. Self-declaration to that effect should be submitted along with the technical bid.
- 5.7 The Bidder is required to quote for the complete BOQ. Partial quote is liable to be rejected.
- 5.8 The firm must possess valid GST Registration Certificate.
- 5.9 Bidder Financial standing: The bidder should not be under liquidation; Court receivership or similar proceedings should not be bankrupt. (Bidder to upload undertaking to this effect with the bid)
- 5.10 The bidder should have minimum Rs. 01.35 Lakh Average annual turnover for the Last 3 financial years ending 31st march 2025 (2022-23, 2023-24 & 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.
- 5.11 The vendor should submit the detail of deployment of required experienced manpower for total job, if applicable.

Note: Bidder must provide necessary supporting documents as proof in respect of the eligibility criteria mentioned above.



6. SPECIAL CONDITIONS OF CONTRACT

- 6.1 These instructions are over and above the instructions contained in the enclosed set of tender documents and **override** instructions in case of conflict.
- 6.2 **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. In a tender, either the Indian agent on behalf of the Principal / OEM or Principal / OEM itself can bid but both cannot bid simultaneously for the same item / product in the same tender. If an agent submits bid on behalf of Principal / OEM, the same agent shall not submit a bid on behalf of another Principal / OEM in the same item / product. In case a bidder not doing business within India, he shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India equipped and able to carry out the supply, maintenance, repair obligations etc. during the warranty and post warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc. during the warranty and post warranty period. OEM also shall provide agency agreement and indicate agency commission payable to make remitting in INR.
- 6.3 **Pre bid Qualification:** – 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.
- 6.4 **Order of Acceptance:** - The successful bidder should submit Order Acceptance within 7 days from the date of order.
- 6.5 **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, quote should be inclusive of all other levies, statutory taxes and charges such as Octroi, Packaging & Forwarding 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.
- 6.6 **Extension in delivery/services:** Delivery of completion of systems/ components/ Items 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 within 3 days from the date of such occurrence, give notice to IIIT Allahabad in writing 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. 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. The time of delivery including testing and handing over in satisfactory condition is the essence of the contract and the shipment should be affected as per the schedule. In the event of part supply, IIIT Allahabad shall withhold the entire payment until the whole of the supply as per the order is delivered. In case the delivery schedule is not stipulated as essential criteria, Contractor may indicate the period of delivery required for them.
- 6.7 **DETERMINATION OF THE SUCCESSFUL BIDDER:** -The Bidder meeting the minimum eligibility criteria with the lowest bid price in the respective category of OEM, subject to arithmetical correction, shall be deemed as the successful Bidder. In the event of more than one 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’ on the basis of the documents already submitted by the bidder.



6.8 **Performance Security:** L1 bidder will have to submit an irrevocable performance security in the form of a demand Draft/ Bank guarantee and/or NEFT/ RTGS of 5% of total contract value from any Nationalized Bank and it should remain valid for a period of 60 days beyond the date of completion of all contractual obligation of the supplier, including warranty obligation. Bid Security will be released after receiving of Bank Guarantee/Demand Draft.

6.9 **Service Schedule:** The service period shall commence from the date of issue of purchase/work order within 15 days (The successful bidder before commencing the site should fulfill all formalities as per rule or direct by the concerned Engineer In-charge).

6.10 A) Terms and Conditions:

i. **Price basis:** F.O.R. destination at IIIT, Deoghat Jhalwa Allahabad

Payment Terms: payment for the CAMC shall be made on **quarterly basis** against submission of bill/invoice which is verified by the AC Maintenance Committee/ Engineer in-charge.

B) Scope of Work:

- a) **Preventive maintenance (4 nos. Quarterly basis)** - The units to be serviced four times in the contract period. One of the services shall be rendered positively before the onset of summer season to ensure trouble free working of the units. The balance services shall be rendered during the summer season. All breakdown calls shall be attended during the contract period.
- b) The material to be used in repairing / maintenance shall be of high quality (genuine spare parts). The authenticity report (OEM/Reputed make) must be submitted for each event of repair/maintenance to certify that the items being used in replacement of faulty one or for repair purpose is of high quality included the followings:
 - i. Repair/Replacement of compressors.
 - ii. Repair/Replacement of condenser/Colling coil.
 - iii. Repair/Replacement of Fan Motor.
 - iv. Repair/Replacement of PCB.
 - v. Repair/Replacement of Copper Pipes.
 - vi. Repair/Replacement of all electrical items or accessories.
 - vii. Refilling / Top up of Refrigerant.
 - viii. Timely servicing/ cleaning of Ducts.
- c) All the faults shall be attended at site of this office within. In case of a major fault and the machine is required to be taken to the company workshop, the company shall provide a replacement unit (for temporary basis) till such time. The items/equipment sent for repairs should be positioned back. The transportation charges is to be born by the firm.
- d) The air conditioners/Ductable AC that are not serviceable by the agency / beyond economical repair due to obsolescence of technology or non- availability of parts / components / assemblies will be withdrawn from the maintenance contract. The decision of O/o competent authority, IIIT-Allahabad regarding non-availability and obsolescence of technology will be final. Withdrawal of such air conditioners shall be communicated to the agency and equivalent maintenance charges shall be deducted from the amount due to the agency. Preventive maintenance service would be carried out by the service provider regularly to keep the equipment running in a trouble free condition during the period of contract.
- e) A record of preventive maintenance carried out would be maintained by successful bidder and duly certified by the authorized officer. The contractor will maintain history sheet/ log sheet of equipment's under maintenance contract with detailed specification.
- f) Besides periodic servicing of the ACs, the contract shall include attending the breakdown



calls, providing and fixing of any components of the machine (free of cost) viz. starting capacitor, running capacitor, thermostat, over load relay, selector switch, Indicators, nuts, bolts, Screws, motor capacitor, rewinding/repair of motor, repairing of the insulation/ Drain Pipes of ACs etc.(As applicable to AC's) to ensure that AC's function in proper way.

- g) Repairing, etc. is to be done immediately if on inspection any defect is found.
- h) **The penalty amount per complaint will be as follow:**
- Faults not rectified within 24 hours @ Rs 200/- per day) If OEM or above specification component is not used as maintenance spare, the cost of the equipment will be paid by the vendor if the equipment becomes unserviceable.
 - In case the complaint is not cleared within week, the agency shall have to submit the proper justification for the delay and the time frame to clear the same, otherwise **penalty @ 01% per week** of the total one-year AMC value shall be imposed on agency for each location separately and will be deducted from the AMC amount due to the agency. The maximum penalty will be up to 10% of the total AMC amount depends upon the discretion of the competent authority after that the contract will stand withdrawn.
 - Any damage to the building or the any part of the equipment which might result during the operation shall be repaired by the contractor.
 - Any damage resulting to the system on account of the negligence or mall operation shall be made good by the contractor. Nothing extra will be paid for such work.
 - The contractor shall arrange to render efficient service as outlined in this specification. However, in case the contractor fails to maintain the service to the satisfaction of the concerned sectional in-charge of the department and any expenditure incurred therein for alternative arrangements by sectional in-charge shall be recovered from the contractor.
 - The penalty amount shall be deducted from contractor's bill.
 - The material requires replacement shall be of same quality/manufacturer and specifications. The dismantled material shall be taken by the contractor as buy back after the approval of competent authority.
 - All break-down calls shall be attended to immediately and on the same day. Breakdown calls that could not be attended to on the same day for exceptional reasons shall be attended to on the next day without fail.
 - Transportation of faulty Units from the office buildings to the service provider's workshop, from one building to another and from the service provider's workshop to the office buildings, will be at the cost of the service provider.
 - The bidder/bidders will be bound by the details furnished by him/her/them to this office while submitting the tender or at subsequent stage. In case, any of such documents furnished if found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her/them liable for legal action besides termination of contract.
 - Attending to the equipments by your experts periodically.
 - Checking condition and setting of panel controls, operating controls, safety controls, sensors to ensure optimum performance, reliability and replacement of the same if found necessary. Performance of all safety devices would be demonstrated before the AC Maintenance committee/Engineer in-charge if found necessary.
 - Checking of the electrical controls and components (switches, timer, relays and starters) in the chiller starter panel and replacement of the same if found necessary.
 - Cleaning of cooling coil, cleaning/replacement of pre filters, defective pillow block bearings, shaft and blower etc. if found defective.
 - Top up of gas as required.
 - The Agency shall keep all the equipment's in perfect working condition.
 - **The service Engineer/Technician deployed by the agency shall not tamper with any other installation of the Institute.**
 - **The service Engineer/Technician deployed by the agency the salary and any other**



expenses are not to be paid by IIIT-Allahabad.

- **For monitoring the efficiency, the Agency shall have to depute an Engineer periodically (at least once every 15 days) at site and report to the Engineer in-charge. Work report must be submitted and log book shall be maintained for each machine separately.**
 - **In case of repair/replacement of Ductable AC (For part A of BOQ) the replacement part will be handed over the IWD workshop through Engineer in Charge by the service provider.**
 - **In case of CAMC of Ductable AC (For part B of BOQ), the part will be repaired / replacement free of cost by the service provider.**
 - **Contract Validity:** The AMC shall be valid for initially 3 years. Vendor should quote all five years CAMC. The contract may further be extended to another two years depending on the past service report or with mutual consent to IIIT-Allahabad and vendor on yearly basis.
 - The Institute will be entitled to terminate contract at any time by providing one month notice. If performance is found unsatisfactory in the opinion of the institute and the decision of the Institute's Director will be final.
 - Agency should follow all safety norms and provide necessary safety equipment at their own cost. In case of any accident during the operation/maintenance of the equipment leading to injuries/damages to human beings equipment and/or loss of life, the agency shall be fully responsible for setting all claims and indemnify the department against any claims arising out of such accidents. Consequently, damages to other systems will however be recoverable from the agency.
 - In case the Institute is put to any financial loss directly or indirectly by any act of commission or omission on the part of the agency and its workers, the institute shall have the right to impose cash penalty on the agency or deduct such amount from its security deposit.
- 6.11 The quantity of repairing work and CMAC of Air Conditioner may increase /Decrease in due cause of time during in contract period.
- 6.12 **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.
- 6.13 **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, vendor has to submit letter from Government Authority for tax exemption or lower TDS (to be submitted along with each of the invoice(s)).
- 6.14 Any variation in statutory levies and taxes within the contractual delivery period shall be borne by the IIITA. Beyond the delivery period, the upward variation of levies and taxes shall be borne by the vendor.
- 6.15 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.
- 6.16 If the supplied material by the bidder is not found acceptable, IIIT Allahabad has the complete right to reject the same without giving any compensation.
- 6.17 **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 above-mentioned clause.
- 6.18 Rate quoted by the firm should not be higher than the MRP/ prevailing market rate.
- 6.19 Right to alter Tender: IIITA reserves the right to alter the Tender terms and conditions at any time before submission of the bids.
IIITA reserves the right to modify, amend, alter and/or cancel 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)
- 6.20 Conditional quotations are liable to be rejected. In the event of acceptance, Director's decision will be final. The rates should be quoted as per our required specifications.
- 6.21 The rates should be quoted in Indian rupees.
- 6.22 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.
- 6.23 The quantity shown in this tender is only approximate requirement and is subject to alteration at the time of placing the supply order and during the pendency of the quotation it will be binding on the part of the successful Tenderers to honour and comply with such orders placed by this Institute.
- 6.24 All the documents submitted must be legible and self-attested and stamped. Otherwise it is likely to be rejected.
- 6.25 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 15 days after finalization & award of the contract) from Purchase Section, IIIT-A between 3PM and 5PM on any working day after providing a copy of authorization letter and any Photo Identity Card. After these 15 days Bid Security will be sent by registered post to the postal address provided by the firm/bidder as mentioned in the tender document. Representative 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.
- 6.26 Complete Postal address of tenderer/ bidder along with Email ID and mobile number (to dispatch the Bid Security to unsuccessful bidder):
- 6.27 Tenderers responding to this enquiry shall be deemed to be agreeable to the terms and conditions herein contained. These terms and conditions shall be binding on the part of the successful tenderer. Tender must be quoted in prescribe format on the company/firm letter head.
- 6.28 Tenderer should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on CPP Portal (<https://eprocure.gov.in/eprocure/app>) and IIIT-A website (www.iiita.ac.in). Intending tenderers are advised to visit <https://eprocure.gov.in/eprocure/app> and www.iiita.ac.in for regular update, if any, till the closing date of tender for any corrigendum/ addendum/ amendment. **IIITA will not be responsible for ignorance of corrigendum.**



7. AWARD OF CONTRACT

- 7.1 Two bid systems shall be adopted, i.e. **2** (two) envelope \Cover (**1st envelop for Techno-Commercial Offer or technical bid & 2nd 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/service 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: / /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/ 850 /2706/2026

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 **“Repairing and CAMC of Ductable AC of BH-V 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 “Repairing and CAMC of Ductable AC(5x 11TR) in BH-V at IIIT-A” .	CONFIRMED / NOT QUOTED [Strike out whichever is not applicable]	
2.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.1	CONFIRMED (YES/NO)	
3.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.2	CONFIRMED (YES/NO)	
4.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.3	CONFIRMED (YES/NO)	
5.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.4	CONFIRMED (YES/NO)	
6.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.5	CONFIRMED (YES/NO)	
7.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.6	CONFIRMED (YES/NO)	
8.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.7	CONFIRMED (YES/NO)	



SL. NO.	COMPLIANCE STATEMENT/QUERY	BIDDER'S CONFIRMATION (YES/NO), WITH CLARIFICATION/DETAILS AS REQUIRED	Reference page no. of Tender Documents
9.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.8	CONFIRMED (YES/NO)	
10.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.9	CONFIRMED (YES/NO)	
11.	Confirm that you have attached the documentary evidence as desired in Pre- Qualification Criteria refer to point no. 5.10	CONFIRMED (YES/NO)	
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 CAMC period 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,	CONFIRMED(YES/NO)	



SL. NO.	COMPLIANCE STATEMENT/QUERY	BIDDER'S CONFIRMATION (YES/NO), WITH CLARIFICATION/DETAILS AS REQUIRED	Reference page no. of Tender Documents
	General conditions of contract and all Annexure of entire tender documents.		
20	Confirm that proof of remittance with transaction number of EMD / exemption certificate is attached.	CONFIRMED(YES/NO)	



8.3 ANNEXURE – III: BILL OF QUANTITY (BOQ)

BILL OF QUANTITY FOR REPAIRING & CAMC OF DUCTABLE AC MAKE BLUE STAR IN BH-V AT IIIT-A

BILL OF QUANTITY

S. No.	Particulars	Qty.	Unit	Rate (Approx.)
A	Repairing of Ductable AC			
1	Servicing of Ductable unit with water pressor pump with Copper camicals indoor and outdoor condenser coil 5 unit	55	TR	Not Mentioned here
2	Supply & Fixing of Outdoor Front Jali	10	Nos.	Not Mentioned here
3	Leak Pressure Testing & Refrigerant top up for 11 TR Ductable AC Unit	5	Nos.	Not Mentioned here
4	Replacement of HPLP Valve	5	Nos.	Not Mentioned here
5	Replacement of Service Valve Outdoor unit	5	Nos.	Not Mentioned here
6	Replacement of Indoor Dryer Filter	5	Nos.	Not Mentioned here
7	Any other miscellaneous Electrical items & accessories as required on actual site condition of Ductable AC units	5	set	Not Mentioned here
B	CAMC of Ductable AC			
	Comprehensive Annual Maintenance Contract of 11 TR x5 packaged Ductable AC units installed in BH-V at IIITA make Blue Star, Inverter Ductable AC			
a	1 st year CAMC cost	5	set	Not Mentioned here
b	2 nd year CAMC cost	5	set	Not Mentioned here
c	3 rd year CAMC cost	5	set	Not Mentioned here
d	4 th year CAMC cost	5	set	Not Mentioned here
e	5 th year CAMC cost	5	set	Not Mentioned here

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 “ **Repairing & CAMC of Ductable AC(5x11 TR) Make Blue Star in BH-V at IIITA**” 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/ 850 /2706/2026

Date: / /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	Registered office Name	
	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/ 850 /2706/2026

Date: / /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.

- Name of the Party/Firm/Company/Institute: _____
- Address of the Party: _____
City: _____ Email ID: _____ Mobile: _____
Permanent Account Number: _____
- 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)

Note: For this purpose, bidders/contractor shall communicate to Institute via (E-mail ID-info.purchase@iiita.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.