



Ref. No.: IIIT-A/PURCHASE/426/ 892/ 2019

Date: Dec 20, 2019

NOTICE INVITING TENDER (E-PROCUREMENT MODE)

1. E-bids are invited through **Central Public Procurement Portal (CPPP)** under Single-bid system for the “**Night canteen (Girls Hostel)**” at Indian Institute of Information Technology, Allahabad (IIITA). The detailed specifications, terms and conditions are given in Annexure I through VI .The complete Bid document may be downloaded from CPPP and IIITA website. Physical bids will not be accepted.

TENDER SCHEDULE

Date of issue/publishing	:	20/12/2019
Document download/sale start date	:	20/12/2019
Document download/sale end date	:	04/01/2020 (12.00 noon)
Last date and time for uploading bids	:	04/01/2020 (12.00 noon)
Last date and time for receipt of queries	:	01/01/2020 (10.00 am)
Date of issuing corrigendum, if any	:	02/01/2020 (10.00 am)
Date and time of Technical Bid opening	:	06/01/2020 (04.00 pm)
Date and time of Price Bid opening	:	Will be informed later
Bid Security (Earnest Money)	:	• NIL
Performance Security	:	10% of Purchase Order amount
Warranty	:	See Technical Specifications
Number of covers	:	1
Bid validity period	:	90 days from the date of opening of Technical Bid
Address for communication	:	Purchase Section IIITAllahabad, Jhalwa, Prayagraj – 211015
Contact number	:	Tel: 0532-2922051
Email address	:	Bidder may submit their Queries/Clarification , if any, latest by 01/01/2020 (10.00 am) through cpp portal. Queries/Clarification sent to any other Email ID will not be entertained.

Note: If any of the above days happens to be an IIITA holiday, the next working day shall be implied.



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 hard copy of the Bid Security has to be sent by Registered Post. It should reach IITTA 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 envelope super scripted the tender Id or tender reference Number and with company full address.(If applicable then)
 - b. The details for payment are as follows:
Account Name: IIT-A EMD and security deposit account
Bank Name: Punjab National Bank
Address: Pipalgaon Branch, Allahabad, Prayagraj
Account No.: 8636000100031943
IFSC Code: PUNB0863600
 - c. **Validity:** The Bid Security is to remain valid for a period of 45 days beyond the final bid validity period.
 - d. **Exception 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 bidder needs to submit relevant certificate issued by competent authority along with technical bid 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 www.iiita.ac.in 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 IIT-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; IIT-Allahabad shall be final and binding.

(Store & Purchase Section)



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1 INSTRUCTIONS FOR ONLINE BID SUBMISSION

As per the directives of 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 Bidder 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 document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 1.3.3 Bidder, 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 bid submission process.

1.4 SUBMISSION OF BIDS

- 1.4.1 Bidder 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 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 bidder. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidder 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 128bit 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 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 233 7315.

1.6 GENERAL INSTRUCTIONS TO THE BIDDER

- 1.6.1 The Tender will be received online through 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 IITTA will in no case be held responsible or liable for the costs, regardless of the conduct or outcome of the bidding process.



Dated: 20/12/2019

2 INVITATION FOR TENDER OFFERS TO NIGHT CANTEEN (GIRLS HOSTEL)

Indian Institute of Information Technology, Allahabad invites online Bids (Technical bid and Commercial/Price bid) from eligible and experienced vendors who interested in running night canteen at IIT-Allahabad campus for girls hostel as per Terms & Conditions specified in the tender document, which is available on CPP Portal <https://eprocure.gov.in/eprocure/app> as well on IITA website <https://www.iita.ac.in>.

3 LIST OF ITEMS

The following are the List of items of the **NIGHT CANTEEN (GIRLS HOSTEL)** to be services as per the tender .

3.1 LIST OF ITEMS:

S. No.	Items	Weight / Measure	Rate Offered
BEVERGES			
1.	Hot Coffee	Per Cup(100ML)	
2.	Sweet Lassi	Per Cup(150ML)	
3.	Tea	Per Cup(100ML)	
4.	Masala Tea	Per Cup(100ML)	
5.	Cold Drinks	Per Cup(200ML)	As per MRP
6.	Packed Juice & Mineral Water		As per MRP
7.	Cold Coffee		As per MRP
MACHINE BASED			
8.	Hot Coffee	Per Cup (100ML)	
9.	Cold Coffee	Per Cup (200ML)	
10.	Sweet Lassi(twice)	Per Cup(150ML)	
SNACKS			
11.	Bread Pakoda (80 gm)	1 Piece	
12.	Plain Dosa with Sambhar (150 ml) and Chatni (20 gm)	Per Plate	
13.	Vada (40 gm) with Sambhar (150 ml) and Chatni (20 gm)	2 pcs.	
14.	Idli with Sambhar and Chatni	2 pcs.	
15.	Bread Butter	2 slice of bread + 10 gm butter	
16.	Bun Butter	1 bun + 10gm butter	
17.	Maggi (Plain)	1 plate(1 packet)	
18.	Veg Maggi with onion and tomato	1 plate(1 packet)	
19.	Grilled Sandwich (Standard Size)	2 pcs.(100 gm each with cheese)	



20.	Samosa (40 gm)	2 pcs	
21.	Chole+ samosa(2 pieces)	Per Plate (150 gm)	
22.	Bhel Puri	1 plate (100 gm)	
23.	Veg. Chowmein	Full Plate (200 gm)	
24.	Fried rice(Veg)	200 gm	
25.	Vegetable Manchurian	6 Pakoras with gravy (300 ml)	
26.	Veg. Noodles (200 gm)and Manchurian	Per plate	
27.	Fried rice(200 gm) and Manchurian (50ml)	Per plate	
28.	Plain Paratha	2 Piece	
29.	Veg patty (Standard Size)	Per pc (80 gm)	
30.	Stuffed Parantha (Paneer)	2 Nos.	
31.	Stuffed Parantha (Aloo /aloo pyaz)	2 Nos.	
32.	Stuffed Parantha (Onion)	2 Nos.	
33.	Fried rice(Non Veg)	200 gm	
34.	Yoghurt / Curd	As per MRP	
35.	Flavored Milk	As per MRP	
36.	Confectionery Items (Biscuit, Chocolates, Wafers, chips etc.)	As per MRP	
37.	Ice Cream	As per MRP	
38.	Egg Roll (2 Egg)	Per Plate	
39.	Egg Omelet (2 Egg)	Per Plate	
40.	Boiled Egg	Per Piece	
41.	Gulab Jamun (40 gm)	Per Piece	
42.	Pasta (200gm)	Per Plate	
43.	Biryani (veg) 250 gm	Per Plate	
44.	Biryani (Non veg) 200gm with 1 pc Chicken	Per Plate	
45.	Kebab Paratha	2-kebab piece + 2 paratha	
46.	Chicken fry (02 pc)	Per Plate (150 gm)	
47.	Kebab Roll	1 Piece	
48.	Chicken Roll (per pc)	Per Plate	
49.	Chicken Curry (02 pc)	Per Plate (120 gm)	



50	Chilli paneer (06 pc)	Per Plate (150 gm)	
51	Chilli Chicken (04 pc)	Per Plate (150 gm)	
52	Roasted Chicken (02 pc)	Per Plate (80 gm)	
53	Egg Bhurji	2 eggs	
54	Paneer Bhurji	100gm	
55	Tawa Roti	1 Piece	

4 GENERAL CONDITIONS OF CONTRACT

- 4.1 Bidder must fill the Letter of Undertaking (Annexure-IV) and Declaration Performa (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 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'.
- 4.4 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.
- 4.5 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 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.
- 4.6 **MAKE IN INDIA** : Bidder quoting lowest total price among the technically successful bidders will qualify for the award of contract, Subject to the following Order of Government of India in respect of Preference to Make in India:
Preference to Make in India Pursuant to Government of India, Ministry of Commerce and Industry, Department of Industrial Policy and Promotion Order No. P-45021/2/2017-B.E.-II Dated 15th June, 2017 with subject Public Procurement (Preference to Make in India), Order 2017 –
 - (a) (i) Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a local supplier, the contract will be awarded to L1.
 - (ii) If L1 is not from a local supplier, the lowest bidder among the local suppliers will be invited to match the L1 Price subject to local supplier's quoted price falling within margin of purchase preference, and the contract shall be awarded to such local supplier subject to matching the L1 price.
 - (iii) In case such lowest eligible local supplier fails to match the L1 price, the local supplier with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the local suppliers within the margin of purchase preference matches the L1 price, then the contract will be awarded to the L1 bidder. (Para 3c of the above order dated 15th June 2017)
 - (b) The minimum local content shall ordinarily be 50%. (Para 5 of the above order dated 15th June 2017)
 - (c) The margin of Purchase Preference shall be 20%. (Para 6 of the above order dated 15th June 2017)
 - (d) In case of procurement for a value in excess of Rs. 10 Crores, the local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant and practicing chartered accountant (in respect of



- suppliers other than companies) giving the percentage of local content. (Para 9b of the above order dated 15th June 2017)
- (e) False declarations will be in breach of code of integrity under Rule 175(1)(i)(h) of the General Financial Rules 2017 for which the bidder or its successors can be debarred for upto two years as per Rule 151 (iii) of the General Financial Rules 2017 along with such further actions as may be permissible under law. (Para 9f of the above order dated 15th June 2017)
- (f) No provision whatsoever in this document shall prevent the purchaser from implementing the Government of India, Ministry of Commerce and Industry, Department of Industrial Policy and Promotion Order No. P45021/2/2017-B.E.-II Dated 15th June, 2017 with subject Public Procurement (Preference to Make in India), Order 2017
- 4.7 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. **(If required)**
- 4.8 The Parties to the Contract/Agreement shall be the successful bidder (to whom the Services or Supply has been awarded) and the Institute, IIT-Allahabad.
- 4.9 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 IIT-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.
- 4.10 **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.**
- 4.11 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 next working date, the time remaining unaltered.
- 4.12 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.
- 4.13 Quoted rate should be valid as asked in “Tender Schedule”.
- 4.14 All figures etc. must be in English Language only.
- 4.15 The lowest rate will not be the basis of claim to get the order.
- 4.16 The firm blacklisted by any IIT/IIT/NIT/Government Department/PSU/PSU Banks/Autonomous Bodies/Statutory Bodies in India at any stage need not to apply.
- 4.17 Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
- 4.18 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.
- 4.19 Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this tender notice.
- 4.20 **Consignee:** Dr. Seema Shah, Jt. Registrar (Store & Purchase), IITA (Ph: 0532-2922081, 2922143). Except under specific instructions, delivery to Store & Purchase Section (if applicable) is restricted between 9:30 A.M to 5.30 P.M. on all working days except Saturday & Sunday.
- 4.21 Any conditional tender will not be accepted.



- 4.22 **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 IIT-A website www.iiita.ac.in. Intending tenderers are advised to visit www.iiita.ac.in and <https://eprocure.gov.in> for regular update, if any, till the closing date of tender for any corrigendum/addendum/amendment. IIT-A will not be responsible for ignorance of corrigendum.**
- 4.23 Rate should be quoted in BOQ in Cover 1 (price offer or schedule of rate).
- 4.24 **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. IIT-A 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.
- 4.25 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.
- 4.26 If the vendor fails to execute the Purchase/Work order and informs IIT-A about its inability to execute the order and non-compliance of the Purchase/Work order, firm shall be liable for blacklisting for a period of not less than 2 years.
- 4.27 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 Director, IIT-Allahabad shall be final and binding on all.
- 4.28 All disputes are subject to Jurisdiction of Allahabad Courts.
- 4.29 May feel free to contact Store & Purchase Section through email id info.purchase@iiita.ac.in for any queries (Ph: 0532-2922061)

5 PREQUALIFICATION CRITERIA FOR BIDDER

- 5.1 The Bidder should submit the valid FSSAI certificate.
- 5.2 Bidder should have experience in running mess/canteen of year during the last 2 years of ending 31 March 2019. For the purpose of consideration as technical experience capability.

(Attested copies of all the above Project Completion certificates should be submitted along with the proposal).

- 5.3 Bidder should have a registered office in India. Furnish address and registration details.
- 5.4 Any IIT/IIIT/NIT/ Government Department/PSU/PSU Banks/Autonomous Bodies/Statutory Bodies in India should not have blacklisted the Bidder at any stage. Self-declaration to that effect should be submitted along with the technical bid.
- 5.5 The Bidder is required to quote for the complete BOQ. Partial quote is liable to be rejected.
- 5.6 The firm must possess valid GST Registration Certificate.
- 5.7 The bidder should have minimum Rs. 2 Lakh average turnover in the Last 2 financial years (2016-17 and 2017-18). Audited and certified copies of balance sheet, letter mentioning turnover and profit and loss statement of these Two years duly certified by chartered accountant should be submitted.



Note: Bidder must provide necessary supporting documents as proof in respect of the prequalification 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 Detailed specifications of all the items quoted should be attached with the technical bid.
- 6.3 **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.
- 6.4 **Pre bid Qualification:** Any pre-bid clarifications if required, then same may be obtained online through the tender site www.eprocure.gov.in.
- 6.5 **Order of Acceptance:** - The successful bidder should submit Order Acceptance within 7 days from the date of order.
- 6.6 **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.
- 6.7 **Self-declaration certificate that company is not blacklisted with any of the Govt. Department and other statutory bodies.**
- 6.8 **Experience of Firms/ Contractors:** The firm should have minimum 02 years of experience of similar nature of work means the running of the Canteen/ mess of government department / institutions/ organizations / companies / guest houses for officers /staff and officer trainees.
- 6.9 **DETERMINATION OF THE SUCCESSFUL BIDDER:** -The Bidder meeting the minimum eligibility criteria with the lowest bid price in the respective category of services, 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 2 financial year would be deemed as 'Successful Bidder' with respect to the submission of proof of documents as submitted by the bidder
- 6.10 **Performance Security:** L1 bidder will have to submit Bank Guarantee/FDR of 10% of total contract value from Nationalized Bank against performance security. Above amount shall be taken as a Performance Security valid beyond 2 months after contract period. Bid Security will be released after receiving of Bank Guarantee/Demand Draft. **(If required)**
- 6.11 **Service period:** The service period shall commence from the date of issue of Work/Supply order to the contract shall be for **30 Months** (At the end of each one year, performance review will be done by COW) from the date of signing of an agreement and shall automatically expire on completion of the two and half year unless otherwise extended on mutual consent for a maximum period of 6 months. The contractor will have to vacate the premises on the expiry of the contract. Upon receiving complaint regarding mismanagement & bad quality of food service, Institute may suspend the vendor at any time or Performance security will be forfeited if not reacts within 5 days from the day of complain penalty 1000/- per day after 10 days.
- 6.12 **Restriction:** The contractor shall not be allowed to sell any item which is not in the given list without prior permission/Approval of office of Chairman, Council of Wardens, and IIT-Allahabad. Penalty or cancellation will be imposed failing the same.



- 6.13 The institute reserves the right to change or add any items and condition in future on mutual consent.
- 6.14 Staff of canteen will be allowed to operate in the canteen only with the authorization and no unauthorized person will be allowed to enter the canteen premises.
- 6.15 The contractor shall not keep/ sell items like cigarette and other health hazard articles.
- 6.16 The canteen contract cannot be terminated by the contractor in the midst of the period of award. If is done the Performance security shall be forfeited.
- 6.17 It will be sole responsibility of the contractor to guard and maintain the property like fans, furniture, electrical fitting, sanitary fitting and windows and doors etc.
- 6.18 The contractor shall be responsible for any damage or loss to the hostel building and fittings and shall be liable to correct any such loss or damage. The institute will provide only the whitewashing of wall if it is required. The contractor shall pay for the glass panes and taps which are broken not as a matter of usual wear and tear.
- 6.19 The institute canteen premises should not be used for any other commercial activity by the contractor.
- 6.20 The contractor shall not sub-contract the running of canteen to any other party.
- 6.21 The contractor shall maintain adequate hygienic condition in the canteen and also maintain the quality of the eatable items which can be checked by the institute authorities without any prior notice.
- 6.22 Adequate number of bins should be placed to collect segregated waste and be disposed off on daily basis
- 6.23 The contractor should use only environmental friendly materials.
- 6.24 The contractor shall be subject to the regulations of all Labour Law and must refrain from employing children below 18 years in the canteen.
- 6.25 The contractor has to pay license fee Rs. 2500/- per month plus taxes as applicable and Rs. 500/- per month towards water charges every month. Wastage of water must be avoided.
- 6.26 The canteen Contractor shall pay the Electricity Charges for canteen as per units consumed with prevailing rate.
- 6.27 The contractor shall display the items and rate list on the notice board of the canteen.
- 6.28 Major civil and electrical works will be attended to by IIT-Allahabad. Minor maintenance jobs such as replacement of light bulbs, tube lights etc. are the responsibility of the catering contractor.
- 6.29 Kitchen equipment, cooking gas bank, gas cylinders, tables for dining (if required), cooking utensils, crockery, cutlery etc. have to be purchased and maintained by the Caterer himself.
- 6.30 The list of Items and their maximum prices that can be sold in the canteen are already decided by the IIT-Allahabad Eateries Committee. The list is at Annexure. Sale of items, other than those listed in the Annexure may lead to termination of contract. Caterers who can provide service at given prices or less than that should only apply
- 6.31 Any incident related to sexual abuse/ harassment will invite zero tolerance from first party. Immediate and strict punitive action will be taken as per Institute rules/ Indian Panel Code (IPC).
- 6.32 The employees employed by the Service Provider shall always be under the direct and exclusive control and supervision of the Service Provider and the Service Provider may transfer its employees / workmen and in accordance with their needs in consultation with the Chairman, Council of Wardens. Adequate and necessary numbers of employees / workmen are deployed by the Service Provider for fulfillment of their contractual obligations under this agreement. It shall be the sole responsibility of the Service Provider to ensure that employees/workmen, deployed by him, fulfill the obligations undertaken by the Service Provider under this agreement and the Service Provider shall provide such employees/workmen at his own cost, with such equipment as may be considered necessary.
- 6.33 No Accommodation for workmen and Manager shall be provided by the Institute. The Service Provider shall have to make his own agreement for the lodging and boarding for their workmen.



6.34 IIT-Allahabad will not be responsible for any injury, accident, disability, or loss of life to the Service Provider or to any of its personal that may take place while on daily or conservancy duties. Any compensation or expenditure towards treatment of such injury, accident or loss of life shall be the sole responsibility of the Service Provider. The Service Provider has to make his own arrangements towards health insurance, accidental and disability coverage and domiciliary treatments of all personal engaged by them under their pay roll and submit a proof to this effect.

6.35 **Payment: No payments will be given by the IIT-Allahabad.**

6.36 **Penalty:** The quantum of penalty will be as follows:

The caterer will be fined in case of violation of the following rules:

Rule Violation	Minimum Fine per complain
If Found to sell any cooked item which is not in the given list without prior permission/Approval of Office of council of wardens	Rs. 5,000/-
Insects cooked along with food	Rs. 5,000/-
Soft objects like hair, rope, plastic, cloth etc. in food	Rs. 2,000/-
Any complaint of stones / pebbles of diameter more than 2 mm	Rs. 2,000/-
Hard and / or sharp objects like glass pieces, nails, hard plastic etc.	Rs. 5,000/-
Three or more complaints of unclean utensils in a day week	Rs. 5,000/-
Food Poisoning	Rs. 50,000 or more
Timings mentioned in the tender or decided with the respective council should be followed strictly	Rs. 2,000/-
Inappropriate personal hygiene of workers or misbehavior by workers etc.	Rs. 5,000/-
Use of newspapers to keep fried items or any cooked food will be fined severely	Rs 1,000/-
Banned items supply (ex: cigratte, liquor etc.)	Cancellation of Tender with forfeiture of security deposit.

6.37 **GST Exemption:** The institute is exempted from CGST or IGST, by way of a notification amending Section 11 of CGST Act or Section 6 of IGST Act. Certificate to this, if required, shall be provided by the Institute.

6.38 **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, IIT - Allahabad will assume that the quoted price is inclusive of all and no extra amount in later stage shall be paid by IIT, 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)).

6.39 Any variation in statutory levies and taxes within the contractual delivery period shall be borne by the IITA. Beyond the delivery period, the upward variation of levies and taxes shall be borne by the vendor.

6.40 **Force Majeure:** In the event of either party being rendered unable by Force Majeure to perform any obligation required to be performed by them under this agreement, the relative obligation of the affected party by such force majeure shall be suspended for the period during which such cause lasts. The term



“force majeure” as employed herein shall mean, acts of god, war revolt, riots, fire, flood and act and regulations of the Government of India or any of its authorized agencies. Upon the occurrence of such cause and upon its termination the party alleging that it has been rendered unable as aforesaid thereby shall notify the other party in writing within 7(seven) days of the alleged beginning and ending therefore giving full particulars and satisfactory proof. Time for performance or relative obligation suspended by the Force Majeure shall be extended by the period for which cause lasts or condoned by the Institute without any penalty. If the work is suspended by force majeure conditions lasting for more than 1 (one) month, the Institute shall have the option to authorize the contract in whole or part therefore at its own discretion. Any situation of force majeure shall not be payable by the Institute under any circumstances. For the period of force majeure, no amount shall be payable to the Service Provider.

6.41 Rate quoted by the firm should not be higher than the MRP/ prevailing market rate.

6.42 **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.

6.43 **Termination of Contract:**

- If the services of the Service Provider are not found satisfactory they will be issued a written notice for improvement by the IIT-Allahabad authority. If satisfactory improvement is not found (within 2 weeks) after this notice, penalty for poor service as specified in the agreement, a final two months’ notice will be issued to the Service Provider by the IIT-Allahabad authority to terminate the contract without prejudice to any rights or privileges accruing to either party prior to such termination. During the period of notice both parties shall continue to discharge their duties and obligation.
- IIT-Allahabad reserves the right to terminate the contract by giving a two months’ notice to the Service Provider besides immediate termination of contract.
- The Institute in any situation will not be under any obligation to pay compensation or make the payment for which services are not rendered. In case of breach of any terms and condition of the contract, the Performance Security of the Service Provider will be liable to be forfeited, besides immediate termination of contract or other lawful action that may be taken against the Service Provider.
- If the Service Provider, in the judgment of the IIT-Allahabad has engaged in corrupt or fraudulent practices in competing for or in executing the Contract, the IIT-Allahabad may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Service Provider, terminate the Contract in whole or part.

6.44 **Right to alter Tender:**

6.44.1 IIT-A reserves the right to alter the Tender terms and conditions at any time before submission of the bids.

6.44.2 IIT-A reserves the right to modify, amend, alter and/or cancel the entire RFP at any stage without assigning any reason whatsoever. IIT-A’s decision in this regard will be final and binding on all vendors (bidders).

6.45 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.

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

6.47 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, IIT, 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.

- 6.48 All the documents submitted must be legible and self-attested and stamped. Otherwise it is likely to be rejected.
- 6.49 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
- 6.50 Quotation should be addressed to Jt. Registrar (Stores & Purchase), Indian Institute of Information Technology, Deoghat, Jhalwa, Prayagraj-211015 (U.P.) India.

(Store & 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



7 ELIGIBILITY CRITERIA OF BIDDER / TENDERER

Sl.no	Required Details	Complied(Yes/No)
1	Name of the Tenderer	
2	Address	
3	Phone No.	
4	Experience (certificates to be enclosed)	
5	Present location of canteen/ Messes (if any)	
6	FSSAI Certificate(certIFICATE to be enclosed)	
7	GSTIN & Service Tax number	
8	If a Co-operative Society, Please Indicate Registration no. and date of registration.	
9	Name of Your Bankers & Address	
10	Pan No.	
11	IT return certificate of last two financial year (2016-17, 2017-18 and 2018-19)	
12	Any other relevant information including information as to whether he/she was at any time convicted under the provisions of the prevention of food Adulteration Act 1954 and if so the details of the same including the natures of offense for which he/she was convicted and punishment if any in a case under the said Act is pending that fact may also be started.	

8 AWARD OF CONTRACT

- 8.1 Single-part bid system shall be adopted, i.e., **Cover 1(Techno-Commercial Offer and Price Offer or schedule of rate).**
- 8.2 In the first stage, the Techno-Commercial Offers and price offer shall be opened at the stipulated time as mentioned in tender notice.
- 8.3 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, IIIT 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 2 financial year would be deemed as 'Successful Bidder' with respect to the submission of proof of documents as submitted by the bidder.
- 8.4 The lowest rate will not be the only basis of claim to get the order.
- 8.5 **The price bid comparison will be done based on the rates quoted against technical specification.**



9 ANNEXURES

9.1 ANNEXURE – I: LETTER OF BID

(To be submitted along with Technical Bid)

Dated: DD/MM/ 2019

To,
Jt. Registrar (Store & Purchase)
Indian Institute of Information Technology
Deoghat, Jhalwa
Prayagraj - 211015

Sub: Submission of Bids against Tender Ref. No.: IIIT-A/PURCHASE/426/ 892/ 2019

We, the undersigned, declare that:

1. I/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. I/We offer to execute in conformity with the Bidding Documents for “**Night canteen (Girls hostel)**”, at IIIT-Allahabad.
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. I/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. I/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 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)



9.2 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	4
1.	Confirm that you have submitted your bid for “Night canteen (Girls hostel)”	(i) 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)	Page No-11
3.	Confirm that the copy of project completion certificate of last three financial years ending march 2019.Refer to point no. 5.2	CONFIRMED(YES/NO)	Page No-11
4.	Confirm that the Authorized agency shall be a company registered in India since the last Two years. Ending on 31 st march 2019[Attach Certificate of incorporation or commencement of business/ attested copy of partnership deed]. Refer to point no. 5.3	CONFIRMED(YES/NO)	Page No-11
5.	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. [Attach an undertaking to this effect] Refer to point no. 5.4	CONFIRMED(YES/NO)	Page No-11
6.	Confirm that the BOQ, duly filled in, indicating the percentage of applicable Taxes & Duties with prices submitted. Refer to point no. 5.5	CONFIRMED(YES/NO)	Page No-11
7.	Confirm that the company must have its GST Registration certificate. Refer to point no. 5.6	CONFIRMED(YES/NO)	Page No-11
8.	The bidder should have minimum Rs. 2 Lakh annual turnover for the Last 2 financial years (2017-18 and 2018-19). Audited and certified copies of balance sheet, letter mentioning turnover and profit and loss statement of these Two years duly certified by chartered accountant should be submitted. Refer to point no. 5.7	CONFIRMED(YES/NO)	Page No-11
9.	Confirm there is no deviation/ clarification/ cutting/ overwriting in Price Schedule.	CONFIRMED(YES/NO)	
10.	Copy of PAN, Income Tax Return certificate submitted.	CONFIRMED (YES/NO)	
11.	HSN CODE(If Applicable)	CONFIRMED(YES/NO)	
12.	Confirm that the duly filled and scanned copy of all ANNEXURES FROM I TO VI submitted.	CONFIRMED(YES/NO)	Page No-18 to 24
13.	Confirm that the quoted price is firm and fixed for entire contract period till completion of work unless there is separate provision in the RFQ document.	CONFIRMED(YES/NO)	
14.	Confirm that Bidder's Bid is based on total compliance	CONFIRMED(YES/NO)	



SL. NO.	COMPLIANCE STATEMENT/QUERY	BIDDER'S CONFIRMATION (YES/NO), WITH CLARIFICATION/DETAILS AS REQUIRED	Reference page no. of Tender Documents
	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 list of items of Tender document		
15.	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)	
16.	Contract Awarded Agency shall deposit 10% of the tender amount in the institute at the time of signing of the agreement as Performance Security within 15 Days from the issuance of the Work order which will be valid beyond two months after contract period. Refer to point no.6.10 (If required)	CONFIRMED(YES/NO)	Page No-12
17.	Confirm that the bidder accept all the terms and condition, methodology, GCC, SCC and all Annexure of entire tender documents.	CONFIRMED(YES/NO)	
18.	Signing of agreement: IIIT, ALLAHABAD will send along with the Award of Contract to the successful Bidder, the draft Contract Agreement incorporating all agreement terms & conditions Between the parties.	CONFIRMED(YES/NO)	
19.	Functional Guarantee: If the Product is found not genuine or authentic due to reasons entirely attributable to the bidder, the IIIT, ALLAHABAD may consider termination of the Contract and forfeiture of Performance Security in Compensation for the extra Costs and delays likely to result from this failure.	CONFIRMED(YES/NO)	
20.	Confirm that proof of remittance with transaction number/ exemption certificate is attached.	CONFIRMED(YES/NO)	Page No-24



9.3 ANNEXURE-III: LIST OF ITEMS OF Night canteen (Girls hostel)

To,
Jt. Registrar (Store & Purchase),
Indian Institute of Information Technology
Deoghat, Jhalwa
Prayagraj - 211015

UNDERTAKING

I/We _____, 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 “**Night canteen (Girls hostel)**” at IIIT-Allahabad during the period of validity of the bids.

I/We, 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/We, 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:



9.4 ANNEXURE – IV: DECLARATION

DECLARATION

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

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

Ref. No.: IIT-A/PURCHASE/426/892 / 2019

Date: / /

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 IIT-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 IIT-A during the last two years.

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

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

OR

I/We hereby declare that the following persons employed in IIT-A and any other IIT-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 IIT-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.



9.5 ANNEXURE – V: 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	Name of Bidder Office in Allahabad/ If any other	
	Full Address of Office in Allahabad	
	Name of Contact person(s)	
	Designation	
	Telephone number(s)	
	Email	

(Signature of Tenderer)

(Name)

(Seal)

Place:

Date:



9.6 ANNEXURE –VI: MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER & DETAILS OF BID SECURITY TRANSACTION

Ref. No.: IIT-A/PURCHASE/426/892 / 2019

Date: / /

To,
Registrar (Acting)
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 delayed and not effected 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 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