



**INDIAN INSTITUTE OF TECHNOLOGY BOMBAY**  
**ESTATE OFFICE**  
**NOTICE INVITING TENDER**

Telephone No. 022 2576/4995,022/2159/6922 email id [drestate@iitb.ac.in](mailto:drestate@iitb.ac.in)

IIT Bombay invites signed Technical Bid & Financial Bid for the following work from the contractors having similar experience in Central Government Departments / State Government Departments / Central or State Autonomous Bodies / Central or State Public Sector Undertakings / in reputed Private Companies. The detail of work is given below:

Sr. No.	Name of Work	Estimated Cost (In Rs.)	EMD (Rs.)	Mode and Type of Tender	Duration of contract
1	Annual percentage (%) rate contract for repair, renovation, addition and alteration works, waterproofing, retrofitting to building, minor construction and road works etc. In academic, workshop and TCS area under umbrella contract. EO/UMBRELLA/ ACAD,WORKSHOP &TCS/WKS-195/24-25	Rs.16,93,98,954/- +3,04,91,812/- (GST @ 18%)= Rs.19,98,90,766/-	Rs. 40,00,000/- (Rs. 20,00,000/ in the form of Demand Draft/FDR and balance in the form of Bank Guarantee)	Offline mode through Percentage Rate Tender	01 year

Intending bidders need to register themselves on the IIT Bombay portal i.e. <https://portal.iitb.ac.in/vrp/index.jsp> to get User ID and Password. Please visit [https://portal.iitb.ac.in/vrp/vrp\\_srm\\_docs.jsp](https://portal.iitb.ac.in/vrp/vrp_srm_docs.jsp) for configuration process and user manual. For queries regarding vendor registration, and configuration process please contact on 022 - 2159 3001 (MDM Help-desk).

All tender documents, forms, etc are available online on <https://www.iitb.ac.in/resources/vendors-tenders> and Central Public Procurement Portal (CPMP) e-tender publishing portal of the Government of India. **The date and time for distribution/download of tender for technical and financial bids are from 26.03.2025 to 15.04.2025. Pre-bid meeting is scheduled on 04.04.2025 at 11:00 a.m.**

Date of submission of technical and financial bids in 2 separate envelopes on 15.04.2025 from 09:15 a.m to 11:15 a.m. in the tender box at 1st floor, Conference room, Estate Office. The date of opening the technical Bid will be 15.04.2025 at 11:30 a.m. **Date of declaration of eligibility criteria 23.04.2025.** The date of opening the financial bid shall be intimated later to the eligible tenderer.

Bidders who full fill the following requirements shall be eligible to apply.

**A) Stage-I (Eligibility)**

1. Experience of having successfully completed similar works as detailed below during the last 7 years ending previous day of last date of submission of tenders.

i) Three similar completed works each costing not less than the amount equal to **40% of estimated cost,**

**OR**

ii) Two similar completed works each costing not less than the amount equal to **60% of the estimated cost,**

**OR**

iii) One similar completed work costing not less than the amount equal to **80% of the estimated cost** put to tender

2. At least one of the above-mentioned projects of costing not less than the amount equal to **40% of estimated cost** should have been carried out for any Central Government Departments / Institutions/Autonomous Bodies/ /Public Sector organizations.

**Note:**

“Similar work” for this clause means “The complete Campus maintenance comprising of civil addition & alteration/renovation / maintenance / retrofitting of building/ road works/waterproofing/minor new construction works”.

If works are carried out for more than one year, proportionate values will be considered.

3. The contractor should have an average annual financial turnover of **50% of the estimated cost** put to tender during the last 5 **(five) years** ending 31-03-2024. This should be certified by a chartered accountant and should not have incurred any loss in more than two years during the last 5 (five) years ending 31-3-2024.

4. Detail statement for work completed, work in hand including balance commitment of work should be enclosed for the last three years commencing from 1st April and ending with 31st March and the contractor should submit his details as per Annexure 'A' format with support of photo copies of the work order and work completion certificates, otherwise the bid capacity will not be calculated and his technical bid will be summarily rejected, and no Financial Bid will be opened.

Evaluation of applications for eligibility.

The applications will be evaluated for conformity to the eligibility criteria as mentioned in NIT under stage - I, Sr. No. 1 to 4 as per the prescribed format along with a copy of relevant documents and certificates.

All those applications found eligible in Stage-I will only be considered for the technical evaluation as under.

**B) Stage – II (Technical)**

Quality/safety/schedule/performance evaluation of completed / ongoing works shall be conducted by an Evaluation committee constituted by the Director, IIT Bombay. Evaluation will be based on the following parameters:

1. *Quality/safety performance based on one similar completed work - 20 marks*
2. *Quality/safety performance based on one similar ongoing work - 20 marks*
3. *Schedule performance of the current and past completed works in last 5 work - 20 marks*
4. *Total manpower working in company and the manpower to be deployed at site along with technical and non-technical Staffs, Engineers, etc. - 20 marks*
5. *Tools, equipments, plants resources, etc. - 20 marks*

**TOTAL MARKS = 100**

The bidder shall submit documents/report detailing each of the above 5 items signed by the authorized signatory and should be part of the bid. Also submit the CVs of the manpower proposed to be deployed.

**To qualify, the applicant must secure at least 60% (Sixty percent) marks in each one of the above criteria and 60% (Sixty percent) marks in aggregate.**

The Indian Institute of Technology Bombay reserves the right to restrict the list of eligible Tenderers to any number deemed suitable.

Even though an applicant may satisfy the specified criteria, he would be liable to disqualification if he/she has:

- Made misleading or false representations or deliberately suppressed the information in the forms, statements and enclosures required in the application for eligibility.

- Record of poor performance such as, slow progress of work, abandoning of work, not properly completing the contract, or financial failures/ weaknesses etc.

The employer reserves the right to accept or reject any application and to annul the qualification process /Tender process and reject all applications at any time without assigning any reason or incurring any liability to the applicants.

**C) List of documents to be submitted along with the bid application within the period of bid submission. Contractors who do not possess the documents listed below from Sr. No. 1 to 22 are advised not to apply, as submission of these documents is mandatory for qualification in the technical bid evaluation process.**

1. Experience of having successfully completed similar works as detailed below during the last 7 years ending previous day of last date of submission of tenders.

i) Three similar completed works each costing not less than the amount equal to **40% of estimated cost,**

**OR**

ii) Two similar completed works each costing not less than the amount equal to **60% of the estimated cost,**

**OR**

iii) One similar completed work costing not less than the amount equal to **80% of the estimated cost** put to tender

2. At least one of the above-mentioned projects of costing not less than the amount equal to **40% of estimated cost** should have been carried out for any Central Government Departments / Institutions/Autonomous Bodies/ /Public Sector organizations.

3) Completion certificates in case of works carried out for Government department. The certificate should have been issued by an officer not below the rank of Executive Engineer.

4) Financial information in the form 'B' is enclosed.

5) Details of works in progress in form 'C' are enclosed.

6) Format of Performance report enclosed in form 'D'.

7) Form of Machinery details enclosed in form 'E'.

8) Form 'F' of undertaking and declaration of information in respect of manpower and man-days, list of Technical Staff, Engineers with copies of their Degree/Diploma certificate, required for above-said work must be given in undertaking with official signature and seal/stamp, otherwise tender will be rejected.

9) Bank Solvency certificate **08 crores** issued within one year from any Nationalized / Schedule Bank.

10) P. F. registration certificate.

11) P. F. challans of last 12 months (as per the labors engaged during a particular month).

12) ESIC registration certificate and copies of ESIC challans of the last 12 months (as per the labors engaged during a particular month).

**OR**

Contractors' all risks insurance (CAR policy)

13) PAN card.

14) GST registration certificate.

15) Income Tax Return for the last 03 years.

16) List of Plant, Equipment, Machinery, Tools, etc.

17) Labor License obtained during last 03 years of at **least 20 laborers**.

18) Litigation history of the agency is required to be submitted along with the application. A tender would not be awarded if any inquiry proceeding / criminal case is found pending against the agency.

19) Submit a **Demand Draft of Rs.40,00,000/- (EMD amount)**, drawn in favor of "The Registrar, IIT Bombay" in a separate envelope along with a technical bid which will be released after preparation of comparative statement except for the bidder who stood lowest.

20) Power of Attorney, if any.

21) Proof of Constitution: An affidavit in case of Sole Proprietorship, Partnership Deed in case of Partnership Firm, and Article of Association in case of Private / Public Limited Companies.

22) List of works executed during last 7 years (with the date of start, Stipulated/stipulated actual date of completion/ Value of work, etc.).

#### **D) Opening of Financial/Price bid**

The bidders who are found technically qualified under the technical evaluation of stage II will be considered for opening the financial bid. **The date of opening of the price bid shall be intimated to the bidders only who are technically qualified.**

#### **Note:**

The selected bidder should submit a **Performance Guarantee for 5% of the estimated cost**. The time allowed for submission of the Performance Guarantee from the date of issue of the letter of acceptance is 14 days.

Separate sub-work orders will be issued to execute the works with a separate time limit as per the items and rates of the umbrella contract. The works shall be executed and completed as per the sub-work order issued and the time limit. Bills shall be submitted accordingly for payment against the sub-work orders.

If there is a delay in the work as mentioned in the sub-work order then the agency has to apply for an extension of the time limit with proper justification and before the expiry of the time limit. Application for EOT after the time limit will be approved with penalty only.

The contractor has to submit an acceptance letter along with each estimate mentioning the time period for each sub work order.

**The quantity of each item may vary from zero to indefinite, depending on the requirements of the site, as directed by the Engineer in charge.**

The contractor has to submit the challans, and invoice copies of material as per the request of the Engineer in charge as and when required.

The Contractors can download Tender documents and all other required forms from the CPPP website and <https://www.iitb.ac.in/resources/vendors-tenders> official tender advertisement portal of IIT Bombay.

The validity of the bid will be valid for 180 days from the date of opening of tender.

The available bid capacity will be calculated based on the above information received from the agencies & the agencies who are having sufficient bid capacity, i.e. bid capacity more than the estimated value, will only be considered. The tender of agencies having less bid capacity will be rejected.

If required Contractors/Agencies/Proprietors should submit the Power of Attorney to their representative to deal any matter with any Officers or Staff of IIT Bombay on behalf of them or their agency.

The rates are taken from CPWD SOR/DSR 2021 and ongoing market rates & rate analysis.

The pre-bid meeting will held on 04.04.2025 at 11:00 a.m. Estate Office, IIT Bombay. Contractors who wish to attend shall intimate to this office with number of visitors attending it with their names at [drestate@iitb.ac.in](mailto:drestate@iitb.ac.in) in an advance on or before 03.04.2025 up to 04:00 p.m. Tenderers should be send by email all their queries, latest by **15.00 hours one day before to the scheduled Pre-bid meeting** date to [drestate@iitb.ac.in](mailto:drestate@iitb.ac.in)

If there are varying or conflicting provisions made in any one document forming part of the contract, the Engineer-in-charge shall be the deciding authority with regard to the interpretation of the documents and his decision shall be final and binding on the tenderer.

IIT Bombay reserves its right to verify all the credentials, quality, quantity, workmanship, other required details etc. of the bidders/contractors with their clients along with ongoing/completed projects based on on-site visit and other sources before finalization and award of the work. In case of requirements/emergency IIT Bombay reserves its right to award any quantity of works to any other contractor/agencies at his own risk and cost.

IIT Bombay reserves its right to reject/accept any or all applications for issue of blank tender forms and/or accept/reject any tender or re-invite the tenders without assigning any reason and without any reference.

**Important dates to remember:**

- 1) Pre-bid meeting is scheduled on 04.04.2025 at 11:00 a.m.
- 2) The date of submission of technical and financial bids in 2 separate envelopes are on 15.04.2025 from 09:15 am to 11:15 am.
- 3) The date of opening of the Technical Bid will be 15.04.2025 at 11:30 a.m..
- 4) The time and date of opening of the financial bid shall be intimated later to the eligible tenderer.

*R. Gupta*  
24/03/2025

**Superintending Engineer (I/C)**

*OB* *W* *R* *124* *C*  
24/3/25 24/3 24/3

**TO BE SUBMITTED IN A SEPARATE ENVELOP ALONG WITH FINANCIAL BID**

**ANNEXURE 'A' (FORMAT)  
TECHNICAL BID**

File No. : EO/UMBRELLA/ACAD,WORKSHOP &TCS/WKS-195/24-25

Name of Work : Annual percentage (%) rate contract for repair, renovation, addition and alteration works, waterproofing, retrofitting to building, minor construction and road works etc. In academic, workshop and TCS area under umbrella contract.

Name of the Contractor \_\_\_\_\_

Sr. No.	Name of Client	Name of Works	2021-2022 (In Lakhs)	2022-2023 (In Lakhs)	2023-2024 (In Lakhs)	2024-2025 (In Lakhs)	
						Completed	Balance
			-	-	-	-	-
			-	-	-	-	-
Total Amount (In Lakhs)			-	-	-	-	-

Note : Contractor must submit his details as per Annexure 'A' with declaration stating that **he is possessing all the original copies of work orders and experience certificates, it will be produced as and when required to IIT Bombay.** However, if it is found false at later stage, the contractor will be debarred or blacklisted. Whereas, if information is not submitted as per Annexure 'A' format his bid capacity will not be calculated and his tender will be summarily rejected.

*M. Shyamprasad*  
*20/03/2025*

Superintending Engineer

*R*  
*3/11/25*  
*11/3*  
*12/1*  
*4/2*

Signature of Contractor  
Name & Address in full

FORM 'B'

FINANCIAL  
INFORMATION

(To be duly filled, signed and submitted along with echnical bid by the tenderer)

I Financial Analysis –

Details to be furnished duly supported by figures in Balance Sheet / Profit and Loss Account for the last Five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income-Tax Department (Copies to be submitted separately).

Sl No	Detail s	Year ending 31 <sup>st</sup> March of				
		2020	2021	2022	2023	2024
1	Gross annual turnover in construction work					
2	Profit (+) / Loss (-)					

II. Financial arrangement for carrying out the proposed work.

III. Income Tax PAN details (to be enclosed separately)

IV. Solvency certificate from Bankers of Applicant (to be submitted separately)

SIGNATURE OF APPLICANT (S)

SIGNATURE OF CHARTERED ACCOUNTANT WITH SEAL

**FORM ' C '**  
**(To be duly filled, signed and submitted along with technical bid by the tenderer)**

**PROJECTS UNDER EXECUTION OR AWARDED**

SR. NO.	Name of work/project & location	Owner or sponsoring organizations	Agreement No	Cost of work	Date of commencement as per contract	Stipulated Date of completion	Up to date percentage progress of work	Slow progress if any and reasons there of	Name and address/ Tel No of Officer to whom reference may be made	Remarks( Indicate whether any show cause notice issued or Arbitration initiated during the progress of work)
1	2	3	4	5	6	7	8	9	10	11

**Signature of Applicants**

FORM 'D'

(To be duly filled, signed and submitted along with technical bid by the tenderer)

**PERFORMANCE REPORT FOR WORKS REFERRED**

1. Name of the work / Project & Location.
2. Scope of work.
3. Agreement No.
4. Estimated Cost
5.  Tendered Cost
6. Value of work done
7. Date of Start
8. Date of completion
  - i. Stipulated date of completion.
  - ii. Actual date of completion.
9. Amount of compensation levied for delayed Completion if any.
10. Performance report based on Quality of Work, Time Management, and Resourcefulness : Excellent/ Very Good / Good / Fair

DATE

**EXECUTIVE ENGINEER /  
PROJECT MANAGER OR  
EQUIVALENT**

(\*Signature and seal of the client / owner to whom the work executed)

**\* Certified by self will not be accepted**

**TO BE SUBMITTED IN A SEPARATE ENVELOP ALONG WITH TECHNICAL BID**

**ANNEXURE 'E'**

**MACHINERY DETAILS**

File No. : EO/UMBRELLA/ACAD,WORKSHOP &TCS/WKS-195/24-25

Name of Work : Annual percentage (%) rate contract for repair, renovation, addition and alteration works, waterproofing, retrofitting to building, minor construction and road works etc. In academic, workshop and TCS area under umbrella contract.

Name of the Contractor \_\_\_\_\_

Sr. No.	Particulars	Yes/No
1.	Excavator, Poclain and JCB each	
2.	Milling Machine 01 nos	
3.	Paver Machine 01 nos	
4.	Vibrators (surface & needle)	
5.	Scaffolding, Shuttering, Props minimum 5,000 sq.mt.	
6.	Road Rollers static and Vibrator	
7.	Auto Level	
8.	Dewatering pump 05 nos	
9.	Cutting and Blending Machine	
10.	Building Hoist	

Note : Contractor must submit his details as per Annexure 'E' with declaration stating that **contractor is possessing all the original equipments required for awarded work, with all other required statutory & license formalities, it will be produced as and when required by concern authorities of IIT Bombay.** However, if it is found false at later stage, the contractor will be debarred or blacklisted.

*R. Sanyal*  
20/03/2018  
Superintending Engineer  
*R* 21/1/18  
*RA* 2/1/18  
*Q*

Signature of the Contractor  
with official Seal/Stamp of the agency

**TO BE SUBMITTED IN A SEPARATE ENVELOPE ALONG WITH TECHNICAL BID**

**WORK UNDERTAKING**

**FORM 'F'**

EO/UMBRELLA/ACAD,WORKSHOP &TCS/WKS-195/24-25

ESTATE OFFICE

To,  
Superintending Engineer  
Indian Institute of Technology Bombay,  
Powai, Mumbai, Maharashtra – 400 076.

Sub : Annual percentage (%) rate contract for repair, renovation, addition and alteration works, waterproofing, retrofitting to building, minor construction and road works etc. In academic, workshop and TCS area under umbrella contract.

Dear Sir,

We are hereby quoting all the rates for the attached schedule of short tender of the above mentioned job.

We hereby accept & signed all the General Terms and Conditions and Special Conditions of Contract.

The work will be completed within specified time limit of **One year** as mentioned in the notice inviting for tenders.

I / We agree to keep the tender open for One Hundred and Eighty (180) days from the due date of its opening / One Hundred and Eighty days from the date of opening of financial bid in case tenders are invited on 2 envelope system and not to make any modification in its terms and conditions.

List of information in respect of technical, non-technical and manpower : -

1) Technical and non-technical staff to be engaged in project.

Information to be provided for Engineer's, technical staff and non-technical staff as under:

Sr. No.	Name	Gender	Qualification	Designation	Discipline/ stream	University	Years of experience
1.							
2.							
3.							
4.							
5.							

Project manager/Engineer's with 10years of experience. Penalty for not employing Engineer/supervisors etc. to be double.

2) Information for labours required to be provided by the contractor for the contract period,

	<b>Male</b>	<b>Female</b>
Number of Unskilled casual labour to be required per day.		
Number of Skilled casual labour to be required per day.		
Total Mandays required for completion of work.		

Note:- The following information is required to be provided by the contractor. If fails to do so, the tender will be assumed incomplete and hence it may be rejected.

Thanking you,

Yours faithfully,

Signature of the Contractor  
With official Seal / Stamp of the firm