



**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 of Tender	Duration of contract
1	Term Contract for Operation of Water Pumps, Grey Water Treatment Unit Pumps and Monitoring of Tank Water Levels for All Buildings in the Guest House Area. <b>EO/A/HILLSIDE/WKS-270/25-26</b>	<b>Rs.14,72,133/- including 18% GST.</b>	Rs. 29,000/-	Percentage rate offline mode	12 months

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 (CPPP) e-tender publishing portal of the Government of India.

Date of submission of technical and financial bids, in 2 separate envelopes is on 20.03.2026 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 20.03.2026 at 11:30 a.m and the date of opening of financial bid is on 25.03.2026 (Tentative)**

Interested contractors/agencies are requested to submit Technical bid and Financial bid in the Tender Box of the Estate Office. All contractors/agencies should submit technical bid with the following documents, failing to which their tender will be summarily rejected from the tendering process:

1) i. Experience of having successfully completed works during the last 7 years ending last day of the month previous to the one in which applications are invited :

Three similar completed works costing not less than the amount equal to **40%** of estimated cost put to tender,

OR

Two similar completed works, costing not less than the amount equal to **50%** of the estimated cost put to tender

Or

One similar completed work of aggregate cost not less than the amount equal to **80%** of the estimated cost.

ii. One completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to **40%** of the estimated cost put to tender with some Central Government Departments / State Government Departments / State or Central Autonomous Bodies / State or Central Public Sector undertakings.

2) Submit a copy of the information in respect of manpower/mandays for above said work must be given in undertaking with official signature and seal/stamp, otherwise tender will be rejected.

3) P. F. registration certificate.

4) P. F. challans of last 12months.

5) (i) ESIC registration certificate and copies of ESIC challans of last 12months. OR (ii) Contractors' all risks insurance (CAR policy) / Mediclaim policy.

6) PAN card.

7) GST registration certificate.

8) Income Tax Return for last 03 years i.e. of **2022-23, 2023-24 and 2024-25.**

9) List of Equipment's, Machinery, Tools.

10) List of Technical Staff with copies of their Degree/diploma certificate.

11) **Submit a Demand Draft / FDR of Rs. 29,000/- (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.

12) Power of Attorney, if any.

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

14) **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.

15) Bank Solvency certificate 40% of estimated amount issued within one year from any Nationalized / Schedule Bank from the date of publishing of Tender.

16) Detail statement for work completed, work in hand including balance commitment of work should be enclosed for last three year commencing from 1st April and ended with 31st March and contractor should submit his details as per **Annexure'A'** format with support of xerox copies of work order and work completion certificates, otherwise the bid capacity will not be calculated and his technical bid will be summarily rejected.

17) Index Sheet

#### **Terms & Conditions :**

**Those contractors who do not have documents mentioned above from Sr. No. 1 to 17 need not apply as it is mandatory documents to qualify in technical bids.**

The work will be executed with lowest bidder as per the terms and conditions of work order and tender documents signed by the lowest bidder.

The validity of the bids will be valid for 6 months from the date of opening of tender.

No work will be subletted to third party. If found payment of final bill will not be processed and the contractor's name will removed from the enlistment without giving him further notice.

The rates is prepared from rate analysis .

Contractors are strictly prohibited from engaging in any correspondence related to tender documents with anyone other than the Tender Section. Any violation will result in disqualification from all future tenders.

IIT Bombay reserve its rights to reject any or all tenders without assigning any reason and without any reference. IIT Bombay reserves the right to request a detailed justification of the quoted rates from the lowest bidder, if deemed necessary by the Engineer-in-Charge. Should the justification provided by the bidder be considered unsatisfactory or unsubstantiated, the Engineer-in-Charge shall have full authority to reject the bid, irrespective of it being the lowest.

*Rhapnik*  
*27/02/2026*  
**Superintending Engineer (I/C)**  
*25/2*

## INDEX SHEET

Sr. No.	Content	Page No. From - To
1	Experience of having successfully completed works during the last 7 years ending last day of the month previous to the one in which applications are invited : Three similar completed works costing not less than the amount equal to 40% of estimated cost put to tender, OR Two similar completed works, costing not less than the amount equal to 50% of the estimated cost put to tender Or One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost.	
2	Annexure 'A'	
3	Submit a copy of the information in respect of manpower/mandays for above said work must be given in undertaking with official signature and seal/stamp.	
4	Bank Solvency certificate 40% of estimated amount issued within one year from any Nationalized / Schedule Bank from the date of publishing of Tender.	
5	P. F. registration certificate.	
6	P. F. challans of last 12months.	
7	ESIC registration certificate and copies of ESIC challans of last 12months. OR Contractors' all risks insurance (CAR policy) / Mediclaim policy.	
8	PAN card.	
9	GST Registration certificate	
10	Income Tax Return for last 03 years i.e. of 2022-23, 2023-24 & 2024-25.	
11	List of Equipment's, Machinery, Tools.	
12	List of Technical Staff with copies of their Degree/diploma certificate.	
13	Earnest Money Deposit	
14	Power of Attorney, if any.	
15	Proof of Constitution: An affidavit in case of Sole Proprietorship, Partnership Deed in case of Partnership Firm, Article of Association in case of Private / Public Limited Companies.	
16	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.	
17		

**Signature & stamp of the Contractor**

**TO BE SUBMITTED SEPARATELY IN OTHER ENVELOPE ALONG WITH  
FINANCIAL BID**

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

File No. : EO/A/HILLSIDE/WKS-270/25-26

Name of Work : Term Contract for Operation of Water Pumps, Grey Water Treatment Unit Pumps and Monitoring of Tank Water Levels for All Buildings in the Guest House Area.

Name of the Contractor -----

Sr. No.	Name of Client	Name of Works	2022-23 (In Lakhs)	2023-2024 (In Lakhs)	2024-2025 (In Lakhs)	2025-2026 (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.

Superintending Engineer (I/C)

*R. K. Singh*  
27/02/2026

*[Signature]*

Signature of Contractor  
Name & Address in full

## WORKS UNDERTAKING

EO/A/HILLSIDE/WKS-270/25-26

To,  
Superintending Engineer (I/C)  
Indian Institute of Technology,  
Powai, Mumbai – 400 076.

Sub : Term Contract for Operation of Water Pumps, Grey Water Treatment Unit Pumps and monitoring of Tank Water Levels for All Buildings in the Guest House Area.

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 12 Months as mentioned in the notice inviting for short tenders.

The following information is required to be provided.

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 2/3 envelope system and not to make any modification in its terms and conditions.

	Male	Female
No. of Unskilled casual labour to be required per day.		
No. of Skilled casual labour to be required per day.		
Total Mandays required for completion of work.		

Thanking you,

Yours faithfully,

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

Name of Work :- Term Contract for Operation of Water Pumps, Grey Water Treatment Unit Pumps and Monitoring of Tank Water Levels for All Buildings in the Guest House Area

Schedule of Work

Sr. No.	Description of Work	Qty.	Rate (In Rs.)	Unit	Amount (In Rs.)
1	(a) Operation, monitoring, and control of water pumps and water supply systems for Padmavihar Guest House, Vanvihar Guest House, Jalvihar Guest House, Hospital Building, Gulmohar Building, Jalvihar pond water supply, and any other similar works/buildings in the guest house area as directed by this office. The work includes operation of pumping units wherever installed, switching ON/OFF of pumps as required, control and maintenance of water levels in underground and overhead tanks to prevent overflow, regular monitoring of buildings which are having gravity water supply, checking of overhead tank levels, operation of valves inside and around pump houses and ensuring uninterrupted water supply round the clock in three shifts (24 hours round the clock) including operation of pumps and valves of Padmavihar grey water treatment plant and subsequent treated water supply related job etc as directed. D (i) The manpower pattern as specified in Item No. 1(a), for operation in three shifts on a 24-hour round-the-clock basis, shall be deployed for the aforesaid works on all seven days of the week, strictly as per the directions of the Engineer-in-Charge.  (ii) In the event that one shift out of the three remains unattended on any day and no suitable substitute is provided, a penalty equivalent to 50% of the daily rate of Item No. 1 shall be deducted from the payment for that day. (iii) If two shifts out of the three remain unattended on any day and no suitable substitute is provided, a penalty equivalent to 200% of the daily rate of Item No. 1 shall be deducted from the payment for that day. If all three shifts remain unattended on any day, no payment shall be made for that day, and an additional penalty equivalent to 300% of the daily rate of Item No. 1 shall be recovered from the bill. (iv) In case of absence of any deployed worker, prior intimation to this office is mandatory, and arrangement of a suitable alternative worker shall be made by the contractor without any disruption to services. Cross deployment of manpower shall not be permitted under any circumstances.  II) The quantities mentioned against the items of work in the Schedule are provisional and the actual quantities to be executed will be as per the site condition and requirement. Clause No.12 of Tender Document of Indian Institute of Technology Bombay regarding deviation in quantities is not applicable in this contract.	365	3418.00	Per Job	12,47,570.00
Note:	<p>Each shift shall be considered as 8 hours of work, excluding the Breakfast, lunch and dinner breaks. The Contractor shall be responsible for providing all necessary tools and equipment (e.g., torches, safety shoes, raincoats, etc.) to the pump operators to ensure the safe and efficient operation of the equipment during both day and night shifts. The contractor shall ensure strict supervision to prevent incidents of tank overflows or water shortages resulting from the negligence of pump operators. In the event of such negligence, the Estate Office shall levy a penalty of Rs. 5,000 for each instance of complaint. Furthermore, such negligence shall be considered a violation of Clause 1(I) (ii) of the schedule, and the corresponding penalty outlined therein shall be imposed, in addition to the Rs. 5,000 penalty. All pump operators shall have basic plumbing work knowledge</p>				
Total Amount Rs.					12,47,570.00
At Par					
(In words _____%).....% Above					
(In words _____%).....% Below					
Amount Rs.					
CGST 9%					
SGST 9%					
Net Amount Rs.					
Say Rs.					

(Rupees.....)

(Rates for all items & net amount of total to be filled with figure and words. If it is not done, it will be assumed as incomplete tender & tender opening committee will reject your offer at the time of opening of tenders/quotations.)

- 1) If you will engage labourer 20 or more any day, you have to get labour licence as per contract Regulation & Abolition Act 1970 Rule 1971, and also, you have to keep all such record for inspection to the Principal Employer. If you will engage labour up to 10 Nos. per day, you have to file returns after completion of work as per Building & Construction Act to the Office of Regional Labour Commissioner (Central), Sion, Mumbai.
- 2) This schedule of work is legal documents of Estate Office, IIT Bombay and directed to enlisted contractors to get the copy of schedule of work to fill the rates and can submit his offer. No changes in schedule of work is allowed i.e. item description, units, quantity, rates, etc. If noticed his offer will be rejected and the contractor will be blacklisted or any other strict action will be initiated against him.
- 3) This work is to be executed as per the clauses mentioned in the tender document signed by you. In addition to the existing safety clause of the tender documents a penalty of Rs.5,000/- (per case) will be recovered from the bills of the particular work, in case any safety violations are noticed.
- 4) Tender will be rejected if white ink applied for correction in the schedule of work.
- 5) Taxes as per government notification time to time.
- 6) Contractor must pay GST Taxes to concern authority within 30 days time limit after receipt of payment from IIT Bombay & said record must be submitted to IIT Bombay Accounts Section, otherwise action will be taken as deemed fit.
- 7) If any malpractices / fraud / negligent professional behaviour or any discrepancy / inconsistency / disparity / deviation / disagreement / dissimilarity / mismatch noticed, their contract will be terminated by issuing one month notice by following legal procedure and will be blacklisted and informed to all Government Authorities and Organisations.

*R. Sharmk*  
27/10/21/1076

Superintending Engineer (I/C)

*Oil*

Signature of the Contractor  
Name & Address in full