



**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	Providing & making temporary arrangement of various sheds and covering of roofs during monsoon season at Hostel area. <b>EO/A/HOSTEL/WKS-296/25-26</b>	Rs 16,80,556/- Incl.18% GST	Rs.33,000/-	<b>Percentage rate offline mode</b>	<b>05 Calendar Months</b>

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 15.04.2026 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 15.04.2026 at 11:30 a.m and the date of opening of financial bid is on 22.04.2026 (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) ESIC registration certificate and copies of ESIC challans of the last 12 months (as per the labourers engaged during a particular month).Contractor name should be mentioned in the challans else the agency will be disqualified.ORContractors' all risks insurance (CAR policy)
- 6) PAN card.
- 7) GST registration certificate.
- 8) Income Tax Return for **assessment year** i.e. of **2023-24 ,2024-25 & 2025-26.**
- 9) List of Equipment's, Machinery, Tools.
- 10) List of Technical Staff with copies of their Degree/diploma certificate.
- 11) Submit DD/FDR/BG of Rs. 33,000/- in the name of "The Registrar, IIT Bombay" in the Technical Bid Envelope.
- 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.If there is no enquiry then undertaking has to be submitted in the format given.
- 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 Ongoing Market rate and 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.

*R. Chhapra*  
01/04/2026

**Superintending Engineer (I/C)**

*01/04/2026*

*30/3/2026*

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

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

File No. : EO/A/HOSTEL/WKS-296/25-26

Name of Work : Providing & making temporary arrangement of various sheds and covering of roofs during monsoon season at Hostel 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.

*M. K. Gupta*  
01/04/2026

Superintending Engineer (I/C)

*A. K. Gupta*  
30/3/2026

Signature of Contractor  
Name & Address in full

## WORKS UNDERTAKING

EO/A/HOSTEL/WKS-296/25-26

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

Sub : Providing & making temporary arrangement of various sheds and covering of roofs during monsoon season at Hostel 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 05 calendar month 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

EO/A/HOSTEL/WKS-296/25-26

Name Of Work : Providing and making temporary arrangements of various sheds and covering of roofs during monsoon season at Hostel area.

Item No	Description/Schedule of Work	Quantity	Rate	Unit	Amount (In Rs.)
1	Providing and fixing waterproof tarpaulin sheet not less than 300GSM on hiring basis for covering various buildings from roof top or over wall to protect from rain water during monsoon period (from 1st June 2026 to 31st Oct. 2026) including providing and fixing bamboo and wooden balli as vertical post frame work and for roof bamboos 300mm c/c along the rafter direction and 1200mm c/c along purlin direction, fixing and tying the bamboos and tarpaulin with suitable over lap without any open joints, without any sagging leads to collection of rain water, making the arrangement leak proof, making necessary arrangement for access for opening of overhead tank covers incase of any plumbing issues etc. all complete as directed by Engineer In charge. Penalty of Rs,5000/- per day will be imposed on the agency if sagging of tarpaulin sheet and water stagnation occurred on the sheet. ( 80% payment will be released after virtual completion of work and balance 20% will be released after removal of waterproofing materials and expiry of the scheduled completion time period i.e 31st Oct.2026) <b>NOTE : The contractor has to visit the site as and when required for inspection of tarpaulin work but not more than 15 days of interval in between consecutive two visits.</b>	2500.00	427.00	Sqm	1067500.00
2	Providing and laying waterproof tarpaulin sheet not less than 300GSM on hiring basis for covering to various building from roof top and over side walls to protect from rain water during monsoon period ( from 1st June 2026 to 31st Oct. 2026) vertically or horizontally with necessary tying making the arrangement leak proof etc. all complete as directed by Engineer Incharge. Penalty of Rs,5000/- per day will be imposed on the agency if sagging of tarpaulin sheet and water stagnation occurred on the sheet.( 80% payment will be released after virtual completion of work and balance 20% will be released after removal of waterproofing materials and expiry of the scheduled completion time period i.e 31st Oct.2026) <b>NOTE : The contractor has to visit the site as and when required for inspection of tarpaulin work but not more than 15 days of interval in between consecutive two visits.</b>	1450.00	246.00	Sqm	356700.00
Amount					<b>14,24,200.00</b>
(In words.....%) (In figures.....%) Above					
(In words.....%) (In figures.....%) Below					
Amount Rs.					
CGST 9%					
SGST 9%					
Net Amount Rs.					
Say Rs.					

(Rupees in words \_\_\_\_\_)

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

**Note:**

- 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 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) Taxes as per government notification time to time.
- 5) **Tender will be rejected if white ink applied for correction in the schedule of work.**
- 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.

Superintending Engineer

Signature and Official Stamp of the Contractor

**DECLARATION**

- (a) We are not involved in any litigation that may have an impact of affecting or compromising the works as required under this tender.
- (b) We are not black-listed by any Central/State Government/Public Sector Undertaking in India.
- (c) We hereby confirm and declare that M/s [Company Name] does not have any Litigation / Arbitration History with any Government department, Public Sector Undertaking (PSU), or Private Sector agency for works executed during the **last 5 years**.
- (d) I/we undertake that the documents submitted are genuine/authentic and nothing material has been concealed therefrom and that I/we are not debarred by any Government organization and are competent to have the contract. I/we understand that the contract is liable to be cancelled, if found to be having obtained, through fraudulent means/concealment of information.

(Signature of Authorized Signatory)

Name of the bidder: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Address (Works), if \_\_\_\_\_

any: Contact Nos. \_\_\_\_\_

\_\_\_\_\_

## 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.	
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12	List of Technical Staff with copies of their Degree/diploma certificate.	
13	Earnest Money Deposit	
14	Power of Attorney, if any.	
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17		
18		
19		

**Signature & stamp of the Contractor**