



## Indian Institute of Information Technology Sri City, Chittoor

### NOTICE INVITING TENDER

NIT No: **IIITS/NIT/Partition Work /2025/033, Dt. 13/05/2025.**

Notice inviting E-Tenders through CPP Portal from eligibility bidders under two bid systems (Technical bid and Financial bid) for the work **“Design, Supply, Installation, Testing & Commissioning of Partition works for Lab & Studio rooms including Electrical and ELV works in 1<sup>st</sup> floor Academic Block at IIIT Sri City as per specifications”**, addressed to the Registrar, IIIT Sri City, Chittoor along with all specified documents.

Bid Issue Date	13 <sup>th</sup> May 2025
Clarification Start Date & Time	13 <sup>th</sup> May 2025 at 14:00 Hrs
Clarifications End Date & Time [through mail only]	19 <sup>th</sup> May 2025 up to 17:00 Hrs
Pre-bid meeting	20 <sup>th</sup> May 2025 @ 11:00 Hrs
Last Date for submission of e-bids	27 <sup>rd</sup> May 2025 @ 16:00 Hrs
Due Date for opening of e-bids	28 <sup>th</sup> May 2025 @ 16:00 Hrs
Submission of offer	E-Tender in Two bid System through CPP Portal ENVELOPE 1: Technical Bid ENVELOPE 2: Financial Bid
Address for submission	<b>E-Tender through CPP Portal only</b> <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
Earnest Money Deposit (EMD)	The Earnest Money Deposit amounting to Rs. 40,000/- (Rupees Forty Thousand only) must be deposited through RTGS / NEFT to IIIT Sri City Chittoor Opex Account (Bank details are available in Page 3)

# **PART – I TECHNICAL BID**

## SECTION 1: INSTRUCTIONS FOR SUBMISSION OF ONLINE BID

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 bidders 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: <https://eprocure.gov.in/eprocure/app>.

### REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal URL: <https://etenders.gov.in/eprocure/app> by clicking on "**Online Bidder Enrollment**" on the CPP Portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email and mobile number(s) as part of the registration process. These would be used for any communication from the CPP Portal.
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 / nCode / eMudhra etc.)
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 DSC's to others which may lead to misuse.
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.

### SEARCHING FOR TENDER DOCUMENTS

7. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders 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.
8. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective "My Tender" folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
9. 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.

### PREPARATION OF BIDS

10. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
11. Please go through the 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.

12. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender document / schedule and generally shall be in PDF / XLS / RAR / DWF / JPG formats as the case may be. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
13. 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, GSTIN Details, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Documents" 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.

### **SUBMISSION OF BIDS**

14. 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 date and time. Bidder will be responsible for any delay due to other issues. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
15. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument. A standard BOQ format has been provided with the tender document to be filled by all the bidders.
16. Bidders are requested to note that they should submit their financial bids in the format provided and that no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the detail with their respective financial quotes and other details (such as the bidder's name). If the BOQ file is found to be modified by the bidder, the Bid will be rejected.
17. The server time (displayed on the bidders' dashboard) will be considered the standard time for referencing the deadlines for submitting bids by the bidders, opening of bids, etc. The bidders should follow this time during bid submission.
18. The Tender Inviting Authority will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
19. The uploaded tender documents become readable only to public view after the tender opening by authorized bid openers.
20. 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.
21. 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.
22. Any queries relating to online bid submission or CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

**SECTION 2: GUIDELINES**

1. Tender Documents: The interested parties may download the tender document from websites <https://etenders.gov.in/eprocure/app> and <https://www.iiits.ac.in/tenders>
2. Bidders are advised to visit the website frequently to find any addendum, corrigendum issued, extension of due date for submission, etc. No separate intimation will be issued or advertised in this regard.
3. You are requested to go through the terms and conditions carefully and also visit / inspect the site to familiarize and submit your tender as per procedure explained in the tender document.
4. The tenderer(s) if required, may submit queries, if any, through E-mail to [tenders.2024@iiits.in](mailto:tenders.2024@iiits.in) to seek clarifications. IIIT Sri City will reply only those queries which are essentially required for the submission of bids.
5. IIIT Sri City will not reply the queries which are not considered fit like replies of which can be implied /found in the NIT/ Tender Documents or which are not relevant or in contravention to NIT/Tender Documents or queries received after stipulated, extension of time for opening of technical bids, etc.
6. Technical Bids will be open on the scheduled dates. Requests for extension of opening of Technical Bids will not be entertained. If the date of opening of the tender is declared as holiday, it will be opened on the next working day at the same time.

**7. Earnest Money Deposit:**

The Earnest Money Deposit amounting to Rs. 40,000/- (Rupees Forty Thousand only) must be credited in the form of NEFT/RTGS to “IIIT Sri City Chittoor Opex Account”

IIIT Sri City Chittoor Opex Account details:

Acc. No. 110167506587,

IFSC Code CNRB0013247

Sri City Branch, Opp. Sri City Business Center, Chittoor District, AP - 517 588.

The Companies which are registered under **MSME** are exempted from paying EMD amount as per Government order. Companies with Udayam Certificate and with updated NSIC certificate only will be considered for EMD Exemption.

8. **Completion Time:** All the specified works shall be completed **within 60 days** of award of work including necessary approval if any.
9. **Site Visit:** Before tendering, every bidder has to compulsorily visit and inspect the site/locations of work and its environments between Monday to Saturday from 10:00 Hrs to 16:00 Hrs except Sunday and Govt. holidays, to ascertain the exact requirement of the NIT, at his own cost.

**The visiting bidder has to obtain the site visit confirmation certificate from the Engineering Unit office of IIITS and it should be submitted along with the technical bid submission.**

**SECTION 3: ELIGIBILITY CRITERIA**

1. The applicant should have satisfactorily completed “Similar” works of magnitude as specified below during last five (5) years ending **31<sup>st</sup> March 2025**. This should be supported by completion certificate issued by an officer not below the rank of Superintending Engineer / Chief Project Manager or equivalent of the organizations from whom the work has been done. **The values are excluding GST paid.**
  - i. Three similar completed works each of value not less than Rs. 7 Lakhs  
OR
  - ii. Two similar completed works each of value not less than Rs. 10 Lakhs  
OR
  - iii. One similar completed work of value not less than Rs. 15 Lakhs
2. Similar works shall mean successful completion of Civil works for buildings / repair and renovation works related to masonry, carpentry, plumbing, structural steel and electrical works, etc., at any University, reputed educational institute, Government Organizations and in any reputed private companies.
3. The firms should have an average annual financial turnover of Rs. 10.00 lakhs in civil works during the last five (5) financial years ending **31<sup>st</sup> March 2024**.
4. The firms should have valid registration for GST and should have Permanent Account Number (PAN).
5. Documentary evidence for work experience, site visit certificate, Signed Tender Document, turnover, GST, PAN all as indicated & required in the tender document should be furnished without which it will not be taken into account.

**SECTION 4: BID EVALUATION**

1. The Technical Evaluation Committee (TEC) constituted by the competent authority, IIIT Sri City Chittoor will open the technical bid to decide the technical suitability of their service based on the pre-laid terms and conditions.
2. Appropriate norms as stipulated in the NIT will be decided by the committee before the opening of the technical bid for evaluation of bids. After the evaluation of the technical aspects of the bid the committee will give suitable recommendations about the shortlisted firms.
3. The recommendation of the TEC shall be final and binding on all the parties. Further, the TEC may seek additional information from the existing users at IIIT Sri City Chittoor or from other Institutes.
4. The contract will be awarded to the successful bidder at their quoted /negotiated amount.

**SECTION 5: GENERAL CONDITIONS**

1. Bidders shall clearly indicate their legal constitution and the person signing the bid shall state his capacity and also the source of his ability to bind the bidder. The power of attorney or authorization or any other document constituting adequate proof of the ability of the signatory to bind the bidder shall be annexed to the bid. The owner may reject outright any bid unsupported by inadequate proof of the signatory's authority.
2. The bid document shall be completed in all respects and shall be uploaded in the portal together with the requisite information and appendices. They shall be completed and free from ambiguity, change or inter-lineation.
3. IIIT Sri City shall have a unqualified option under the said bid bond to forfeit the EMD in the event of Bidder failing to keep the bid valid up to the date specified or refusing to accept work or carry it out in accordance with the bid if the IIIT Sri City decides to award the work to the Bidder.
4. The EMD shall be retained with the IIIT Sri City until finalization of tenders. If any statements documents/information submitted by tenderer is found false/incorrect, willful misrepresented or omission of facts or fake/forged documents, the EMD shall be forfeited.
5. IIIT Sri City shall, however, release the EMD in respect of unsuccessful bidders within 30 (thirty) days of placement of order to successful bidder. No interest shall be payable on EMD by IIIT Sri City. EMD of successful bidder will be converted into security refundable deposit. In case of any breach of contract, the EMD will be forfeited.
6. **Validity:** Bid shall be valid for a period of **180 days** from the date of opening of the bids, which shall be extended for another 180 days as decided by the Institute.
7. IIIT Sri City reserves the right:
  - a. To accept or reject any or all bids either in whole or in part or to invite revised price bids or to annul the bidding process.
  - b. To postpone and/or extend the date of receipt/opening of quotation or to withdraw the same at any time before finalization without incurring any liability to the affected Tenderer / Bidder.
  - c. To omit/delete any item(s) of work from the schedule at the time of allotment or before the commencement of work or during the execution of work without assigning any reason whatsoever.
  - d. To change the quantity or add the item or cancel the item/service required.
  - e. To accept or reject any or all the Tenders without assigning any reason.
8. Bids shall be adjudged as non-responsive due to any of the following reasons:
  - a. Bids submitted without Earnest money or without evidence for EMD Exemption.
  - b. Bids submitted without certificate(s) in respect of the financial and technical qualification criteria.
  - c. Bids submitted without documents to establish the eligibility criteria.
  - d. Bids submitted without photocopies of the receipted copies of GST, IT and PF returns from the respective Competent Authority.
  - e. Bids without site visit confirmation certificate issued by Engineering Unit of IIITS.

- f. Any other reason as applicable.
9. The work shall be carried out in the IIIT Campus as per the directions of Engineer In-charge, Safety procedure, specifications and standard code of practice.
  10. This tender notice (NIT) shall be deemed to form an integral part of the contract to be entered into for this work.
  11. The successful bidder should submit shop drawing(s) / Material Approvals / Method statements for approval from official concerned from IIIT Sri City.
  12. The successful bidder needs to arrange for the required materials, tools & plants including scaffolding & staging and manpower to the locations at his own cost as per the scope of the work. Accommodation and Transportation should be arranged by the contractor themselves.
  13. The successful bidder has to ensure the safety of the manpower/vehicles deployed in the premises. IIIT Sri City will not be responsible for any incident arising during execution of the work.
  14. Water for works shall be provided by IIITS. Electricity for work shall be provided on request by the contractor after approval of the competent authority.
  15. Since the work to be carried out in a operational Academic Block area the rates quoted should be inclusive of all preliminaries like site hoarding, barricading, site sign boards, safety boards, gangmen etc.,
  16. On account of security considerations, some restrictions may be imposed by the security staff on the working and/ movement of men and materials etc. The contractor will be bound to follow all such restrictions/ instructions and he shall organize his work accordingly. No claim on this account, whatsoever, shall be payable.
  17. PAYMENT TERMS:
    - i. Running Bills to be paid to work done value with applicable tax deductions based on the execution of work after submission of invoice within 30 days.
    - ii. 5% will be deducted from each Running bill and retained as Security Deposit and it will be paid after the completion of the maintenance period.
    - iii. Payment will be initiated only after receipt of the certificate from the official concerned from Engineering Unit, IIIT Sri City Chittoor.
    - iv. All taxes must be clearly mentioned in the financial bid.
    - v. No escalation of prices for services will be entertained later in any case.
  18. SECURITY DEPOSIT:

The Security Deposit shall be deducted from each running bill and the final bill to the extent of 5% of the gross amount payable subject to a maximum limit of 10% of the value of work. The earnest money deposit shall be adjusted against this security deposit. The security deposit shall be released on the expiry of the Defect Liability Period stipulated in the contract.
  19. TAXES AND DUTIES:

As per the CPP Portal standards and format, Bidders are required to provide the GST amount for each item of work in the CPP Portal format BOQ. If the GST values are not



provided in the financial bid by the bidders, then the financial bid of the bidder will not be admitted for evaluation as per government norms.

**20. RIGHT OF REJECTION:**

The IIIT Sri City reserves the right to reject any proposal that does not address all the requirements of the NIT. In addition, the IIIT Sri City reserves the right to accept or reject any proposal submitted by the tenderers, and to cancel the NIT process and reject all proposal submissions at any time, without thereby incurring any liability to the affected Consultant or any obligation to inform the affected tenderer the grounds for IIIT Sri City action.

**21. FORCE MAJEURE**

IIIT Sri City, Chittoor may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that the delay, in performance or other failure to perform its obligations under the contract, is the result of a force majeure.

**22. ARBITRATION**

All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc., shall be referred by either party (IIIT Sri City, Chittoor or the bidder) after issuance of 30 days' notice in writing to the other party clearly mentioning the nature of dispute and will be referred to the arbitrator to be nominated by The Director, IIIT Sri City, Chittoor. The Venue for arbitration shall be Tirupathi District, Andhra Pradesh – 517 646.

**23. JURISDICTION**

All the disputes arising out of this tender shall have exclusive jurisdiction of Tirupati, Andhra Pradesh.

**SECTION 6: SPECIAL CONDITIONS**

1. The work included in this tender is of urgent nature.
2. The work of all components must be started simultaneously and has to be delivered together or early within the given time schedule.
3. The contractor has to deploy the labor and supervisory staff in shifts to meet the targeted completion date. The work may be executed in extended shifts or two shifts.
4. Number of days from the date of issue of letter of acceptance for reckoning date of start shall be as per Schedule. If the Contractor commits default in commencing the execution of the work as aforesaid, the performance guarantee shall be forfeited.
5. The contractor shall procure the required materials in advance so that there is sufficient time for testing of the materials and approval of the same before use in the work, as required.
6. Site Office, Storage Facilities, other temporary facilities and necessary lighting for execution shall be in contractor's scope.
7. Contactor to maintain the internal roads of IIIT Sri City campus throughout the project duration. In case of any damage, it should be rectified at his own cost.
8. Surrounding area shall be maintained neat and clean, if any debris generated, they shall be stacked separately and should be moved out of site premises by contractor cost, no payment shall be made for site cleaning and debris removal.
9. During execution, required shop drawings shall be submitted to the consultant/ client for approval. Accordingly, execution to be done at site.
10. IIIT Sri City has sole authority in selecting the contractor based upon the technical and commercial evaluation. Contractor will not have any right to question them.
11. IIIT Sri City as client has authority to de-scope any item from the BOQ as and when needed, the same can be done by other vendor/contractor.
12. All work and materials brought and left upon the ground by the contractor or by his orders for the purpose of forming part of the works, are to be considered to be the property of the IIIT Sri City and the same are not to be removed or taken away by the contractor or any other person without consent in writing of the Engineer-in-charge, but the IIIT Sri City is not to be in any way responsible for any loss or damage which may happen to or in respect of any such work or materials either by the same being lost or damaged by weather or otherwise.
13. On account of security considerations, some restrictions may be imposed by the security staff on the working and/ movement of men and materials etc. The contractor will be bound to follow all such restrictions/ instructions and he shall organize his work accordingly. No claim on this account, whatsoever, shall be payable.
14. The contractor has to carry out maintenance of the completed work under this contract for **12 months** from the date of handing over. Nothing extra shall be paid

**15. Performance Guarantee**

The tenderer shall guarantee among other things, the following

- a. Quality, strength and performance of the materials used.
- b. Safe mechanical and electrical stress on all parts under all specified conditions of operation.
- c. Satisfactory operation during the maintenance period.

The successful tenderer shall submit an irrevocable performance guarantee of 5% of the tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement within 15 days of issue of letter of intent (LOI). This guarantee shall be in the form of government securities or fixed deposit receipts or guarantee bonds of any scheduled bank in the specified format. The performance guarantee shall be initially valid up to the stipulated date of completion plus 60 days beyond. This bank guarantee shall be kept valid till the recording of completion certificate for the work by the Competent Authority.

**16. Guarantee**

All equipment's shall be guaranteed for a period of 12 months or as per the OEM standard form the date of taking over the installation by the Institute against unsatisfactory performance and/or break down due to defective design, workmanship of material. The equipment's of components or any part thereof, so found defective during guarantee period shall be forth with repaired or replaced free of cost, to the satisfaction of the Engineer-in-charge. In case it is felt by the Institute that undue delay is being caused by the contractor in doing this, the same will be got done by the Institute at the risk and cost of the contractor. The decision of the Engineer-in-charge in this regard shall be final.

**17. Compensation for Delay**

The contractor is to complete his work under this contract on or-before the date mentioned in the tender failing which he shall be subject to pay or allow deduction of 1 % on the total amount of the contract for every week of delay subject to a total deduction of 10% of the contract value/agreement amount or the value of final bill whichever is more as liquidated damages to the IIIT Sri City.

18. If the contractor shall be hindered in the supply of the materials so as to necessitate an extension of the time allowed in this tender, he shall apply in writing to the Engineer-in-charge who shall grant it in writing if there are reasonable ground for it, and without such Authority in writing by the Engineer-in-charge, the contractor shall not claim exempted from the fine livable under Clause 8. For the completion of the rest of the works the contractor shall be entitled such extension of time as may be determined by the Engineer-in-charge.
19. The contractor shall inform the Engineer-in-charge of his intention of making delivery of materials and on the materials being approved the Engineer-in-charge or his authorized

representative shall grant a receipt to him no material will be considered as delivered until so approved.

20. On the completion of the delivery of material the contractor shall be furnished with a certificate to that effect by the Engineer-in-charge but the delivery will not be considered complete until the contractor shall have removed all rejected materials and shall have the approved materials stocked or placed in such positions as be pointed out to him.

**21. Power Supply**

Electric service connection of 415 V, 3 Phase, 4 Wire, 50 Hz, AC supply shall be provided by the Institute for the contractor work purpose on written request and after approval of the competent authority.

**22. Water Supply**

Water supply shall be made available by the Institute at one point.

**23. Extent of work**

The work shall comprise of entire labor including supervision and all materials necessary to make a complete facility ready to occupy by the Institute. The terms complete facility ready to move in shall not only mean major items of work covered by specifications and drawings but all incidental sundry components necessary for complete execution and satisfactory performance of the facility with all charges whether or not those have been mentioned in details in the tender document in connection with this contract.

The work is a turnkey project. Any item required for completion of the project but left inadvertently shall be executed with in the quoted rates.

**24. Inspection and testing:**

After completion of the work in all respect the contractor shall offer the works for inspection and approval.

**25. Compliance with regulations and Indian standards**

All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to the works covered by this specification. In particular, the installation will comply with the following:

- (i) Factories Act.
- (ii) Indian Electricity Rules.
- (iii) IS & BS Standards as applicable.
- (iv) Workmen's compensation Act.
- (v) Statutory norms prescribed by local bodies like CEA, NDMC etc.

Nothing in this specification shall be construed to relieve the successful tenderer of his responsibility for the work to be completed in accordance with currently applicable statutory regulations and safety codes.

Successful tenderer shall arrange for compliance with statutory provisions of safety

regulations and Institute's requirements of safety codes in respect of labor employed on the work by the tenderer. Failure to provide such safety requirement would make the tenderer liable for penalty of Rs. 250/- for each default. In addition, the Institute will be at liberty to make arrangement for the safety requirements at the cost of tenderer and recover the cost thereof from him.

**26. Indemnity**

The successful tenderer shall at all times indemnify the Institute, consequent on this works contract. The successful tenderer shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the Institute shall not be responsible for any accident or damage incurred or claims arising therefrom during the period of construction under the supervision of the successful tenderer in so far as the latter is responsible. The successful tenderer shall also provide all insurance including third party insurance as may be necessary to cover the risk. No extra payment would be made to the successful tenderer due to the above.

**27. Erection Tools**

No tools and tackles either for unloading or for shifting the materials for the work purposes would be made available by the Institute. The successful tenderer shall make his own arrangement for all these facilities.

**28. Cooperation with other agencies**

The successful tenderer shall co-ordinate with other contractors and agencies engaged in the construction of building, if any, exchange freely all technical information so as to make the execution of this works contract smooth. No remuneration should be claimed from the Institute for such technical cooperation. If any unreasonable hindrance is caused to other agencies and any completed portion of the work has to be dismantled and re-done for want of cooperation and coordination by the successful tenderer during the course of work, such expenditure incurred will be recovered from the successful tenderer if the restoration work to the original condition or specification of the dismantled portion of the work was not undertaken by the successful tenderer himself.

**29. Mobilization Advance**

No mobilization advance shall be paid for this work.

**30. Insurance and Storage**

All consignments are to be duly insured the cost of the supplier. The insurance covers shall be valid till the equipment is handed over duly installed, tested and commissioned.

**31. Verification of correctness of Materials at Destination**

The contractor shall have to produce all the relevant records to certify that the genuine materials from the supplier / manufactures as per approval has been supplied.

**32. Interpreting Specifications**

In interpreting the specifications, the following order of decreasing importance shall

be followed in case of contradictions:

- (a) Schedule of quantities
- (b) Drawing (if any)
- (c) General Specifications
- (d) Relevant IS or other international code in case IS code is not available.

### 33. **Material Approval**

The Contractor shall obtain prior approval from the Engineer-in-charge before placing order for the material to be used in the works.

Wherever applicable, the Engineer-in-charge may approve any material equivalent to that already approved subject to proof being offered by the Contractor for equivalence to his satisfaction. In case on non-availability of the brand approved by the Engineer-in-charge, the Contractor shall submit the documentary evidence of non-availability of approved brand and suggest the alternate brand of equivalent quality for the approval of the competent authority. It will be at the discretion of the Engineer-in-Charge to approve or reject the brand suggested by the contractor and approve the name of any other equivalent brand.

Unless otherwise specified, the brand/make of the material as approved shall be used in the work.

### **REFERENEC IMAGE FOR ALUMINIUM PARTITION**







**Annexure – I**

**LETTER OF TRANSMITTAL**  
*(to be printed on the applicant's letter head)*

To,  
 The Registrar,  
 Indian Institute of Information Technology Sri City, Chittoor  
 630, Gnan Marg, Sri City  
 Tirupati District – 517 646  
 Andhra Pradesh.

**Sub: Submission of bid for “Design, Supply, Installation, Testing & Commissioning of Partition works for Lab & Studio rooms including Electrical and ELV works in 1<sup>st</sup> floor Academic Block at IIIT Sri City as per specifications”**

Dear Sir,

Having examined the details given in NIT web-notice and document for the above work, I/we hereby submit the documents (issued / downloaded from web) and other relevant information.

- a. I/We have furnished all information and details necessary for tendering and have no further pertinent information to supply.
- b. I/We also authorize Registrar to approach individuals, employers, firms and corporation to verify our competence and general reputation.
- c. I/We also submit prescribed declaration in respect of downloaded NIT document.
- d. I/We submit the following certificates in support of our suitability, technical know-how & capability for having successfully completed the following works.

Sl No	Name of Work	Certificate from

- e. In case at any stage later, information/details submitted by me / us is / are found to be incorrect / false / fabricated, IIIT Sri City shall have the absolute right to disqualify / reject the application out-rightly and also debar me / us in participating in any future tenders without any prior intimation to me / us.
- f. I / We agree that the decision of IIIT Sri City in selection of contractors and award of work will be final and binding to me / us.

Signature of the Bidder



- g. I/We hereby certify that all the statements made, and information supplied in the Application form, Annexures, Checklist and accompanying statements are true and correct.
- h. I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
- i. I / We agree that I / We have not applied in the name of sister concern for the subject project.
- j. I / We agree to enter into Agreement and execute the pre-contract indemnity pact with the Institute as per the draft enclosed in Annexure 'II' & Annexure 'III' respectively of this bid document, in case, our firm/company has been awarded the project.

Yours faithfully

Duly authorized signatory of the Bidder(s)

**Annexure – II****INTEGRITY PACT**

To,

The Registrar,  
Indian Institute of Information Technology Sri City, Chittoor  
630, Gnan Marg, Sri City  
Tirupati District – 517 646  
Andhra Pradesh.

**Sub: “Design, Supply, Installation, Testing & Commissioning of Partition works for Lab & Studio rooms including Electrical and ELV works in 1<sup>st</sup> floor Academic Block at IIIT Sri City as per specifications”.**

Dear Sir,

I/We acknowledge that IIIT Sri City is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process.

I/We acknowledge that the making of the bid shall be regarded as an unconditional and absolute acceptance of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by IIIT Sri City. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, IIIT Sri City shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

Duly authorized signatory of the Bidder(s)

**Annexure – III****INTEGRITY AGREEMENT**

This Integrity Agreement is made at ..... on this ..... Day of ..... 2025

BETWEEN

The Registrar, Indian Institute of Information Technology Sri City, Chittoor, 630, Gnan Marg, Sri City, Chittoor District – 517 646, Andhra Pradesh.

IIIT Sri City, (Hereinafter referred as the ‘Institute’, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

.....  
(Name and Address of the Individual / Firm / Company) through  
..... (Hereinafter referred to as  
(Details of duly authorized signatory)  
the “Bidder / Contractor” and which expression shall unless repugnant to the meaning or  
context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Institute has floated the Tender [NIT No. IIITS/NIT/Partition work /2025/033] (hereinafter referred to as “Tender/Bid”) and intends to award, under laid down organizational procedure, contract for **“Design, Supply, Installation, Testing & Commissioning of Partition works for Lab & Studio rooms including Electrical and ELV works in 1<sup>st</sup> floor Academic Block at IIIT Sri City as per specifications”** here in after referred to as the “Contract”.

AND WHEREAS the Institute values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as “Integrity Pact” or “Pact”), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

**Article 1: Commitment of the Institute**

- 1) The Institute commits itself to take all measures necessary to prevent corruption and to observe the following principles:
  - a) No employee of the Institute, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

Signature of the Bidder

- b) The Institute will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
  - c) The Institute shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Institute obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act,1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Institute will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

**Article 2: Commitment of the Bidder (s) / Contractor (s)**

1. It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the IIIT Sri City all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
2. The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
  - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the tender process or execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the contract.
  - b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
  - c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contract(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  - d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly, Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to

quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

- e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3. The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
- 5. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

### **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the Institute under law or the Contract or its established policies and laid down procedures, the Institute shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the bidder/contractor accepts and undertakes to respect and uphold the Institute's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Institute after giving 14 days' notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Institute. Such exclusion may be forever or for a limited period as decided by the Institute.
- 2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Institute has disqualified the Bidder(s) from the tender process prior to the award of the contract or terminated/determined the contract or has accrued the right to terminate/determine the contract according to Article 3(1), the Institute apart from exercising any legal rights that may have accrued to the Institute, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) Criminal Liability: If the Institute obtains knowledge of conduct of a bidder or Contractor, or of an employee or a representative or an associate of a bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Institute has substantive suspicion in this regard, the Institute will inform the same to law enforcing agencies for further investigation.

**Article 4: Previous Transgression**

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Institute.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

**Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors**

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/ sub-vendors.
- 2) The Institute will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Institute will disqualify Bidders, who do not submit, the duly signed Pact between the Institute and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

**Article 6: Duration of the Pact**

- 1) This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.
- 2) If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, IIIT Sri City.

**Article 7: Other Provisions**

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Institute, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Institute in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

#### **Article 8: Legal & Prior Rights**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....  
(For and on behalf of the Institute)

.....  
(For and on behalf of Bidder/Contractor)

#### **WITNESSES:**

1. ....  
(Signature, name and address)

2. ....  
(Signature, name and address)

Place:

Date:

**Annexure – IV****DETAILS TO BE FURNISHED BY THE BIDDERS**

1. Name of the Firm/Company :  
(Attach copy of the Registration Certificate)
2. Address for Communication :
3. Contact Person Telephone / Mobile No. :
4. E-mail :
5. Constitution of Firm : Proprietorship / Partnership / Pvt. Ltd. /  
Public Ltd. / Any Other (Please Specify)
6. Details of Proprietor/Partner/Director :
7. GST Registration No. :  
(Attach copy of the GST Registration Certificate)
8. PAN Number :  
(Attach copy of the PAN Card)

This is to certify that the above facts are true complete and correct to the best of my knowledge and belief. Further, it is certified that I/We have read and understood the terms and conditions of the Tender Notice.

I/We give an undertaking and give our unconditional and unequivocal acceptance of all terms and conditions of the Tender and agree to abide by these terms and conditions.

Name and Signature of the Applicant

Seal of the Firm/Company

Signature of the Bidder



**Annexure – V**

**DECLARATION REGARDING BLACK-LISTING AND/ OR LITIGATIONS**

I/we hereby declare that our firm/agency is not black-listed by any Ministry or Department of Central Government/State Government or PSU or other bodies under the Central Government/State Government. I/we further declare that no criminal case is registered or pending against the firm/company or its owner/partners/directors anywhere in India.

Date the ..... day of ..... 2025

Signature of Bidder .....

Name & Address of Bidder .....

.....

.....

**Annexure – VI****PROFORMA OF EXPERIENCE****DETAILS OF SIMILAR WORKS CARRIED OUT BY THE FIRM**

(SEPARATE SHEETS TO BE ATTACHED)

S. No.	NAME OF ORGANISATION	NAME OF WORK	CONTRACT VALUE	SCHEDULED DATE AND ACTUAL DATE OF COMPLETION (EXTN. OF TIME, IF ANY)	ACTUAL REASON FOR DELAY IN COMPLETION, IF ANY

**Annexure – VII****FINANCIAL INFORMATION****1. Banker Details**

Name of the Bank :  
 Branch with Address :  
 Contact Person in the Bank :  
 Contact Details :

**2. Details of Chartered Accountant**

Name & Address :  
 Registration Details of CA :  
 Contact Details :  
 Email Address :

**3. Financial Analysis**

Details to be furnished duly supported by figures in Balance Sheet / Profit and Loss Account for the last Five (5) years duly certified by the Chartered Accountant, as submitted by the applicant to the Income-Tax Department (Copies to be attached).

Particulars	2019-20	2020-21	2021-22	2022-23	2023-24
1. Gross Annual Turn-over in Construction Works					
2. Profit / Loss					
3. Financial Position:					
a. Cash					
b. Current Assets					
c. Current Liabilities					
d. Working Capital (b – c)					

**4. Income Tax Clearance Certificate duly attested by the CA.****5. Financial arrangements for carrying out the proposed works**

.....  
 (Signature of the Chartered Accountant)

.....  
 (Signature of the Applicant)

**Annexure – VIII****FORMAT OF PERFORMANCE BANK GUARANTEE**

To  
The Registrar,  
Indian Institute of Information Technology Sri City, Chittoor  
No. 630, Gnan Marg, Sri City,  
Tirupathi District – 517 646  
Andhra Pradesh.

WHEREAS... (name and address of contractor) hereinafter called  
“the contractor” has undertaken, in pursuance of Contract No.

..... Dated ..... to execute .....

(Name of Contract and brief description of Works) (Herein after called “the contract”).

AND WHEREAS it has been stipulated by you in the said contract that the Contractor shall furnish you with a Bank Guarantee by a Nationalized/Scheduled bank of India for the sum specified therein as performance guarantee for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREOF we hereby affirm that we are the guarantor and responsible to you on behalf of the Contractor, up to a total of Rs..... (Amount of guarantee) Rupees. (in words), such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of .....  
(amount of guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract or of the works to be performed there under or of any of the contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

Signature of the Bidder

This guarantee shall be valid until 28 days from the date of issue of the Defects Liability Certificate.

Signature and seal of the Guarantor.....

Name of the Bank .....

Address.....

Date.....

In the presence of .....

1.....

(Name of Occupation)

2.....

(Name of Occupation)

An amount shall be inserted by the Guarantor, representing the percentage of the Contract Price specified in the Contract and denominated in Indian Rupees.

**Annexure – IX****FORMAT FOR CONTRACT AGREEMENT**

(TO BE SUBMITTED ON RS.100/- NON-JUDICIAL STAMP PAPER)

CONTRACT AGREEMENT FOR THE WORK OF

.....  
.....

Made this ..... Day of.....

Between..... M/s .....

Hereinafter called the “Contractor” (which terms shall unless excluded by or repugnant to the context include its successors and permitted assigns) of the one part; and Indian Institute of Information Technology Sri City, Chittoor, 630, Gnan Marg, Sri City, Tirupati District – 517 646 (A.P.) hereinafter called the “OWNER” (which terms shall unless excluded by or repugnant to the context include its successors and permitted assigns) of the other part.

**WHEREAS**

- a) OWNER being desirous of getting executed the WORK mentioned, enumerated or referred to in the Bid Document including Notice Inviting Tender, Instruction to Bidders, General Condition of Contract, Special Conditions of Contract, Specifications, Time Schedule, Letter of Acceptance of Bid and other documents has invited Bids.
- b) CONTRACTOR has inspected SITE and surroundings of WORK specified in the Bid Documents and satisfied himself by careful examination before submitting his Bid as to the nature of the quantities, nature and magnitude of WORK, availability of equipment etc. necessary for the execution of WORK, the means of access to SITE, the position of supply of power and water thereto and the accommodation he may require and has made local and independent enquiries and obtained complete information as to the matters and things referred to, or implied in the Bid Document or having any connection there with, and has considered the nature and extent of all probable and possible situation, delays, hindrances or interferences to or with the execution and completion of WORK, to be carried out under this CONTRACT, and has examined and considered all other matters condition and things and probably and possibly contingencies, and generally all matters incidental thereto and ancillary thereof effecting the execution and completion of WORK and which might have influenced him in making his Bid.
- c) The Invitation to Bid, instructions to Bidders, General Conditions of Contract, Description of Works and specifications, Plans, Time Schedule, Letter of Acceptance of Bid any and any other documents and enclosures, copies of which are hereto annexed are included in the expression “CONTRACT”:

**AND WHEREAS**

OWNER accepted the Bid of CONTRACTOR for the provision and the execution of WORK at the CONTRACT PRICE as indicated in the letter of award of work upon the terms and subject to the conditions of Contract.

Now this CONTRACT AGREEMENT witnessed, and it is hereby agreed and declared as follows:

1. In consideration of the payment to be made to CONTRACTOR for WORK to be executed by him, CONTRACTOR hereby covenants with OWNER that CONTRACTOR shall and will duly provide, execute and complete the work and things in CONTRACT, mentioned or described or which are to be implied therefrom or may be reasonably necessary for completion or stipulations mentioned in CONTRACT.
2. In consideration of the due provision, execution and completion of WORK by the CONTRACTOR in accordance with the terms of the CONTRACT, the Owner does hereby agree with CONTRACTOR that OWNER will pay to Contractor the respective amount for the work actually done by him and approved by Owner as per Payment Terms accepted in CONTRACT and payable to CONTRACTOR under provision of Contract; such payment to be made at such time and such manner as provided for in the CONTRACT.

AND

3. In consideration of the due provision, execution and completion of WORK, CONTRACTOR does hereby agree to pay such sums as may be due to OWNER for the services rendered by Owner to Contractor as set forth in CONTRACT and such other sums as may become payable to Owner towards loss, damage to the OWNER's equipment, materials etc. and such payments to be made at such time and in such manner as in provided in the CONTRACT.

IN WITNESS WHEREOF Parties executed these presents on the day and the year above written.

Signed and delivered for and on behalf of  
Contractor

.....  
.....

Date: .....

Place: .....

Signed and delivered for and on behalf of  
Owner (IIIT Sri City)

.....  
.....

Date: .....

Place: .....

In presence of Witness (Signature with Name & Address)

1. ....

2. ....

**PART – II**  
**PRICE BID**

[Bidders to Refer/use the online CPP Portal BOQ for Pricing]