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	D.H.ROAD, P.O. JOKA, KOLKATA - 700104

Sealed item rate tenders in two bid system are invited by Indian Institute of Management Calcutta (i.e. Annual maintenance of Lake View Hostel & Dining Complex and Management Development centre in IIMC campus

The two bid system of tender shall consist of Technical Bid (Envelope-I) duly sealed and superscribed Technical Bid

work and also acquaint themselves of the prevailing local conditions before submitting their bid.

- k) All corrigendum and addendum issued by IIMC shall be part of tender documents and are to be submitted duly signed and stamped by the tenderer. Even if tenderer fails to submit corrigendum and addendum duly signed by him, he will be deemed to have gone through such addendums/ corrigendum if any, and no claim shall be entertained by IIMC on account of any omission / error on his part.
- I) The contractor has to obtain labour license within one month from the date of issuance of work order or submission of 1st R/ A Bill, whichever is earlier.
- 4.0 Tender documents comprising of the following:
 - a) Volume I:
 - a. Notice Inviting Tender
 - b. General conditions of the contract.
 - c. Checklist of Documents to be submitted
 - d. Special terms and condition of the contract.
 - e. Approved material list.
 - f. Letter of undertaking
 - b) Volume II: Price Bid with Bill of Quantity
- 5.0 Relevant experience certificates and other documents shall be self-attested by the tendered. Completion Certificates from clients shall be in the name of the Company who is submitting the tender. The bidder has to produce original documents for verification at the time of opening of tender or as and when demanded. The Tender of any tenderer shall be rejected if on detailed scrutiny, documents submitted along with the tender are found to be unsatisfactory/ forged and the EMD submitted by him shall stand forfeited by IIMC. The decision of IIMC in this regard shall be final and binding on the tenderer.
- 6.0 All Tenders shall be valid up to 90 days from the due date of submission including any extension thereof and must be accompanied by Earnest Money

(Ninety Days) from the date of publication of Tender. Tenders submitted without EMD or with inadequate amount of EMD shall not be accepted and deemed to be rejected. However, exemption will be granted for submission of EMD to applicable firms/ agencies as per Govt. of India norms.

in form of DD. It shall be valid for a minimum period of 90 days (Ninety Days) from the date of publication of Tender. Tenders submitted without this or with inadequate amount of EMD shall not be accepted and deemed to be rejected.

The duly signed scanned copies of the Demand Drafts along with the relevant documents need to upload on the CPPP as well as hard copies of the relevant Documents along with the original Demand Drafts need to submit in the drop down box at Engineering Division, IIMC, Kolkata.

- 8.0 The Terms & Conditions contained in this NIT and tender documents shall be applicable. In case of any unscheduled holiday taking place on the last day of issue of tender/ submission of tender, the next working day will be treated as scheduled day and time for issue/ submission of Tender.
- 9.0 IIMC reserves its right to take appropriate action including disqualification of tenderer(s) as may be deemed fit and proper by IIMC at any time without giving any notice to the tenderer in this regard. The

decision of IIMC in the matter of disqualification shall be final and binding on the Tenderers.

10.0 IIMC reserves the right to accept any tender or reject any or all tenders or annul this tendering process without assigning any reason and liability whatsoever and to re-invite tender at its sole discretion. The corrigendum or addendum, extension, cancellation of this NIT, if any, shall be hosted on the IIMC website.

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submission of tender. All Corrigendum and addendum are to be submitted duly signed & stamped.

- 11.0 The price bid of those bidders whose bids have been found to be prima-face technically accepted on the basis of documents submitted along with the bid (Technical Bid) shall be opened with prior intimation to them. Hence, the participating tenderers must furnish their e-mail id and contact phone numbers on the Technical Bid.
- 12.0 In case of tie-tender, where two firms are biding lowest, IIMC reserves the right to split the work among these bidders and / or IIMC will reserve the right to award the tender to any one of such bidder as deemed fit. Further IIMC does not bind itself to accept the lowest tender. The decision of IIMC in this regard shall be final and binding on the tenderers.
- 13.0 Tender is uploaded in CPP portal and IIMC website dated

14.0 SUBMISSION OF TENDER

- A. Help for bidders, FAQ, Information about DSC and Bidders Manual Kit containing the detailed
 - Portal.[https://eprocure.gov.in/eprocure/app]
- B. It is mandatory for all the bidders to have a valid Digital Signature Certificate (in the name of person having power of attorney to sign the Bid) from any of the licensed Certifying Agency (Bidders can

CALCUTTA.

- C. It is mandatory for the bidders to get their firm / company registered https://eprocure.gov.in/eprocure/app to have user ID & password.
- D. Tender documents will be available online on website https://eprocure.gov.in/eprocure/app which can be downloaded free of cost.
- E.
- (https://eprocure.gov.in/eprocure/app).
- F. The tender documents shall be submitted online in the prescribed format given on the websites and technical bids received online shall be opened as per NIT or Corrigendum thereof. No other mode of submission is acceptable. Detailed credentials as per the requirement of eligibility criteria and all

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technical problems.

K. The Technical and Price Bid shall be digitally signed by the Authorized Signatory of the bidder &

Attorney before submitting the digitally signed bid. Scanned copies of various documents can be prepared in .pdf file format.

- L. Any tender received without original Earnest Money and Tender document fee in the form as specified in NIT shall not be accepted/ considered and shall be summarily rejected.
- M. Physical submission of the documents is to be as per the following pattern maintaining the serial mentioned herein in one envelop only (The documents may be spirally binded to avoid loss of document with page numbering. The Demand draft may be pinned up):
 - i. Duly filled up self-attested Checklist issued with NIT.
 - ii. Letter of Undertaking for acceptance of tender conditions
 - iii. Original Demand Draft for Earnest Money
 - iv. Original Demand Draft for Tender document fee.

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