



NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI – 15

Web: www.nitt.edu

Phone: 9600181813

e-Procurement Notice

Ref: NITT/DSW/F.NO.005/SPORTS/2025-26/SWIMMING POOL/AMC

Dated:10-11-2025

Bids are invited from reputed Agencies/Firms through CPP portal for Annual Maintenance Contract of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at National Institute of Technology, Tiruchirappalli. Interested bidders are requested to go through the qualification criteria and submit their bids along with all supporting documents only through the CPP Portal.

The Director, NIT Tiruchirappalli reserves the right to accept/ reject any or all the bids without assigning any reason. The Director also reserves the right to amend the scope of the work the number of housekeeping workers required at any point in time. Any attempt on the part of any company/organization/firm to influence, or negotiate directly or indirectly with the Institute will lead to exclusion from consideration. The decision of the Institute in this regard shall be final.

Bidders can download complete set of bidding documents from e- procurement Platform <https://eprocure.gov.in/eprocure/app> from **10-11-2025 @ 5.00 P.M.** onwards. Bidders need to submit the bids online for the interested items by uploading all the required documents through <https://eprocure.gov.in/eprocure/app>.

Last Date/ Time for receipt of bids through e-procurement is: 01-12-2025@5.00 P.M. (Server time). Late bids shall not be accepted.

For further details regarding Tender Notification & Specifications please visit website:
<https://eprocure.gov.in/eprocure/app> and www.nitt.edu

CRITICAL DATE SHEET

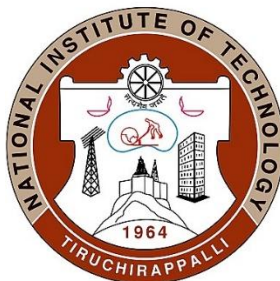
Published Date	10-11-2025 @ 5.00 P.M
Bid Document Download Start Date	10-11-2025 @ 5.00 P.M
Clarification Start Date	Not Applicable
Clarification End Date	Not Applicable
Pre bid meeting	17-11-2025 @ 10.00 A.M
Venue of Pre-bid Meeting	Office of the Dean Student Welfare
Bid Submission Start Date	10-11-2025 @ 5.00 P.M
Bid Submission End Date	01-12-2025 @ 5.00 P.M
Bid Opening Date (Technical)	02-12-2025 @ 5.00 P.M
Bid Opening Date (Price)	Will be announced after technical evaluation

**NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPPALLI – 15**

Office of the Dean Student Welfare

Web: www.nitt.edu

Phone: 9600181813



Tender Document (e - Procurement)

Tender Notification No	:	NITT/DSW/F.NO.005/SPORTS/2025-26/SWIMMING POOL/AMC
Date	:	10-11-2025
Name of the Department	:	Office of the Dean Student Welfare
Name of the work	:	AMC of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at NIT, TRICHY
Period of Contract	:	Initially for a period of One Year. The contract may be extended for another two years or part thereof months based on the performance of the contract after review at the discretion of NIT Tiruchirappalli. However, the Institute has liberty to extend the period of Contract until the finalization of next contract.
EMD Amount	:	Rs.45,000/-
Last Date & Time of submission of Tender	:	01-12-2025@ 5.00 P.M
Address for submission of Tender	:	THE DIRECTOR, NIT TIRUCHIRAPPALLI- 15 KIND ATTENTION TO: Dr.A.Solomon Raja, Senior SAS Officer, Office of the Dean (Students Welfare)
Date & Time of opening of technical bid	:	02-12-2025@ 5.00 P.M
Date & Time of opening of Price bid	:	Will be announced after technical evaluation

IMPORTANT INSTRUCTIONS TO THE PROSPECTIVE BIDDERS/VENDORS:

Beware of fraudulent calls/messages from unauthorized person(s) demanding money in the form of EMD/ Security Deposit in order to influence the award of contract. NIT-Tiruchirappalli will not be responsible for the same.

For reporting of any such incidents, you may feel free to contact: [Stores and Purchase Section](#)

Email: stores@nitt.edu

Ex. No: +91-431-250-3963/3961/3956

Detailed Circular is attached in the web link below:

https://www.nitt.edu/home/other/tenders/Instructions_to_bidders.pdf

Instructions for Online Bid Submission

Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.

1. Possession of valid Digital Signature Certificate (DSC) and enrollment / registration of the contractors / bidders on the e-Procurement/e-tender portal are prerequisite for e-tendering.
2. Bidder should register for the enrollment in the e-Procurement site using the “[Online Bidder Enrollment](#)” option available on the home page. Portal enrollment is generally free of charge. During enrollment / registration, the bidders should provide only valid and true information including valid E-mail id. All the correspondence shall be made directly with the contractors/bidders through E-mail id as registered.
3. Bidder need to login to the site through their user ID / password chosen during enrollment / registration.
4. Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY / TCS / nCode / eMudra or any other Certifying Authority recognized by Controller of Certifying Authorities (CCA) India on eToken / SmartCard, should be registered.
5. The registered DSC only should be used by the bidder in the transactions and should ensure safety of the same.
6. Contractor / Bidder may go through the tenders published on the site and download the tender documents/schedules for the tenders.
7. After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as required, otherwise bid will be rejected.
8. Any clarifications may be sought online through the tender site, through the contact details or during pre-bid meeting if any. Bidder should take into account the corrigendum if any published before submitting the bid online.
9. Bidder may log in to the site through the secured login by the user id / password chosen during enrollment / registration and then by submitting the password of the e-Token / Smartcard to access DSC.
10. Bidder may select the tender in which he / she is interested in by using the search option and then move it to the ‘my tenders’ folder.
11. From my tender folder, he / she may select the tender to view all the details uploaded there.
12. It shall be deemed that the bidder has read and understood all the terms and conditions before submitting the offer. Bidder should go through the tender schedules carefully and upload the documents as asked ; otherwise, the incomplete bid shall stand rejected.
13. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and ordinarily it shall be in PDF /xls / rar / jpg / dwf formats. If there is more than one document, all may be clubbed together and provided in the requested format. Bidders Bid documents may be scanned with 100 dpi with black and white option. It is advisable that each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through zip / rar and the same if permitted may be uploaded. The file size being less than 1 MB the transaction uploading time will be very fast.
14. The Bidders can update well in advance, the documents such as certificates, annual

report details etc., under “My Space option” and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.

15. Bidder should submit the Tender Fee / EMD as specified in the tender. The hard copy should be posted / couriered / given in person to the Tender Inviting Authority, within bid submission due date and time as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.
16. The details of the DD / any other accepted instrument, physically delivered, should tally with the details available in the scanned copy and the data entered during bid submission time, otherwise submitted bid shall not be acceptable or liable for rejection.
17. The bidder has to select the payment option as offline to pay the Tender FEE / EMD as applicable and enter details of the instruments.
18. While submitting the bids online, the bidder shall read the terms and conditions and may accept the same to proceed further to submit the bid packets.
19. The bidder has to digitally sign and upload the required bid documents one by one as indicated. Very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read, understood and agreed with all clauses of the bid document including General conditions of contract without any exception.
20. The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid may be rejected.

PRICE BID

21. If the price bid format is provided in a spread sheet file like BoQ_XXXXX.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Priced-bid / BOQ template shall not be modified / replaced by the bidder ; else the bid submitted is liable to be rejected for the tender.
22. The bidders are advised to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission due date and time (as per Server System Clock). The TIA shall not be held responsible for any delay or the difficulties faced during the submission of bids online by the bidders.
23. The time settings fixed in the server side and displayed at the top of the tender site, shall remain valid for all actions of requesting, bid submission, bid opening etc., in the e-Tender system. The bidders should follow such time during bid submission.

EVIDENCE FOR ONLINE BID SUBMISSION

24. After the bid submission (i.e. after Clicking “Freeze Bid Submission” in the portal), the acknowledgement number indicated by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and also be used as entry pass to participate in the bid opening.
25. All the data being entered by the bidders would be encrypted using Public Key Infrastructure (PKI) encryption techniques to ensure the secrecy of the data. The data entered is not retrievable by unauthorized persons during the bid submission and until the time of bid opening by any person.
26. Any bid document that is uploaded to the server is subjected to symmetric encryption

using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers' public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

27. The confidentiality of the bids is maintained with the use of Secured Socket Layer (SSL) 128 bit encryption technology. Data storage encryption of sensitive fields is done.
28. The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exit option in the browser.
29. For any queries regarding e-Tendering process, the bidders may contact at address as provided in the tender document. Parallely for any further queries, the bidders are advised to contact over phone : **1-800-233-7315, 0120-4001005** or send an E-mail to cphp-nic@nic.in.

**AMC OF SWIMMING POOL AND PROVIDING LIFE GUARD, TRAINER,
CLEANING & SECURITY OF SWIMMING POOL SITUATED AT NIT
TIRUCHIRAPPALLI**

1. Eligibility Criteria

- a. The tenderer should have at least 3 years of experience in operating and maintaining the Swimming Pool of any IIT's, NIT's, Central/State Govt/Private Educational Institutions. Copy of work order and the performance certificate from the end user to be submitted.
- b. The average annual Turnover of the firm should be 20 lakhs and above in the last three financial years between 2021-2022 to 2024-2025. Copy of Audited Balance Sheet and P&L certified by CA to be submitted as proof. The bidder should have made the profit in the last financial year.
- c. The tenderer should have registered for similar type of activities. Proof to be furnished.
- d. Bidder should have successfully completed at least one work of swimming pool, having annual value of Rs.10 Lakhs and above in any IIT's, NIT's, Central/State Govt /Private Educational Institutions in the last 5 years. Proof of work completion to be furnished.
- e. A copy of Schedule Bank solvency certificate for Rs.9 lakhs issued by any National/ Scheduled /Commercial bank, which is issued on or after 01.05.2025 should be submitted by the tenderer.
- f. The bidder should upload the bid document and necessary forms on his letter pad with proof for all the above mentioned with certified true copy of the documents and self-attestation.
- g. The tenderer should furnish the qualification of life guard &Swimming coach with supporting documents for their eligibility (Recognized organization certificates)
- h. All certificates/evidence shall be duly attached/certified. All work/experience details should be furnished with attested copies of evidence.
- i. Bidder should have a branch office in the state of Tamil Nadu.
- j. MSE/Startups are encouraged to participate in the tender, subject to the fulfilment of eligibility criteria (considering the handling of the sensitive nature of the work and the safety of stakeholders of the student community and staff and their wards, the prior experience and turnover are not exempted.)
- k. Technical Bid document has to be filled and uploaded.

- I. Bidder must submit all annexures as per the form and formats in the technical bid.

2. Scope of Work

a. Maintenance of Swimming Pool and areas and the Swimming Pool Complex:

- All the floating dirt and leaves should be removed from the Swimming Pool daily twice.
- Suction sweeper Bottom cleaner should be operated daily to remove settled dirt from pool floor for maintaining cleanliness and hygiene in Swimming Pool.
- Water levels should be maintained at appropriate levels always in pool.
- Backwashing of the filters to be carried out as per the requirements.
- Water samples should be taken and tested for residual chlorine and pH parameter and Chlorination treatment with other chemical dosing treatment will be administrated as per water parameters. This should be done on a weekly basis.
- After dosing, the parameters should be rechecked and a record of residual chlorine and pH should be maintained in the log book.
- Maintain record of day to day operations and maintenance along with the availability of Chlorine and other chemicals should be recorded in the log book so as to maintain proper stock of material.
- Other activities for the maintenance of swimming pool as per the standard guidelines.
- The Institute shall provide all the cleaning materials(chemicals) and other safety equipment's as instructed and approved by Dean(SW), SAS Officers, NIT, Trichy.
- Payment shall be released on monthly basis as certified by SAS Officers.
- Bidders should quote Lumpsum charges per month in CPP Portal for undertaking the entire scope of work as per tender conditions.

b. Supply of Manpower

- (i) Pool Manager/Supervisor: A candidate must possess a UG Degree and should have experience of 1 year in this relevant field. Pool Manager/Supervisor is responsible for the overall management of Swimming Pool and to oversee the works of other personnel deployed at swimming pool. He is required to verify the identity cards/medical certificates/other documents pertaining to the users of the swimming pool and maintain the records. He is required to ensure the testing of water samples and maintain the records.

- (ii) Instructor/Coach: A candidate must possess a valid license/certificate to be the coach for swimming. He/she is required to train/coach the users of swimming pool. He/she is required to adhere the instructions provided by the Institute.
- (iii) Life Guard: A candidate must possess a valid license/certificate to be the life guard for swimming. He is required to perform the role of Life Guard to the users of Swimming Pool.
- (iv) Life Saver: A candidate must possess a valid license/certificate to be the life Saver for swimming. He is required to perform the role of Life Savers to the users of Swimming Pool.
- (v) Pool Cleaner: A person with requisite knowledge and skill in the cleaning of swimming pools is required to be deployed.
- (vi) Night Watchman: A person must possess the basic skills of watching, observing and to be vigilant in the assigned duties. He has to ensure the unauthorized entries into the swimming pool and adhere the instructions of the Institute. The proper arrangement for reliever to the Night Watchman is to be made by the Agency since Night Watchman is required on all 7 days of week. The agency has to bear this in mind while quoting their charges.
- (vi) The Swimming Pool of the Institute is functioning on shift basis viz., Morning and Evening Shifts. The Morning Shift is usually from 06.00AM to 08.00AM for female users. The evening Shift is usually from 03.30PM to 06.30PM for male users. The shifting time will be decided from the time to time as per the requirement of the Institute at the same duration. The work will involve in providing skilled Personnel for Swimming Pool by means of shift basis as detailed below:

Personnel to be deployed	No. of Person to be deployed	Details of Timing (Shift)
Pool Manager / Supervisor	1	Both Morning and Evening Shift
Instructor/Coach (Male)	1	Evening Shift (from 03.30PM to 06.30PM)
Instructor/Coach (Female)	1	Morning Shift (from 06.00AM to 08.00AM)
Life Guard (Male)	2	Evening Shift (from 03.30PM to 06.30PM)

Life Guard/Saver (Female)	2	Morning Shift (from 06.00AM to 08.00AM)
Pool Cleaner	2	General Shift (from 09.00AM to 05.30PM)
Night Watchman is required during Night between 06.30PM and 06.30AM with intermittent breaks. Arrangement for relievers need to be taken care for the weekly day of rest.		

- (vii) All personnel deployed should be provided one day of weekly rest for every six days of continuous work. The weekly day of rest for each personnel shall be decided on mutual basis between the agency and the Institute based on the requirement. **The proper arrangement for reliever to the Night Watchman is to be made by the Agency since Night Watchman is required on all 7 days of week. The agency has to bear this in mind while quoting their charges.**
- (viii) The Institute will constitute a committee to verify the suitability and qualifications/skills possessed by the personnel proposed by the Agency for the deployment. The decision of the committee in the suitability of personnel is final. The Agency is required to make replacement of personnel on immediate basis whenever the Institute is intimating the agency so.
- (ix) The deployed personnel should have the proficiency in the Tamil and English. Knowledge in Hindi is preferable.

3. General Instructions:

- a. **Site Visit:** Intending service providers are advised to inspect & examine the site with the prior permission from the Office of the Dean (Students' Welfare), NIT Tiruchirappalli and satisfy themselves before submitting their tenders. The tenderer shall themselves obtain all necessary information as to risks, contingencies and other circumstances, which may influence or effect on their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not, whether he attends the pre-bid meeting or not. No extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of tender by a tenderer implies that he/she has read this notice and all other contract documents and has made himself/herself aware of the scope and specifications of the work to be done, local conditions and other factors having a bearing on the execution of the work.

- b. **Pre-bid Meeting:** A pre-bid meeting is scheduled on 17-11-2025 at 11:00 Hrs in Conference Hall, Office of the Dean (Students' Welfare), NIT Tiruchirappalli and interested Tenderers at their own cost can attend to inspect, examine the site and seek any clarification on the scope of work and terms & conditions either by themselves or through their representatives by producing the authorization and identity documents. The Institute shall issue necessary clarifications and amendments, if any, to the tender document. Such clarifications / amendments shall be uploaded, if required. The clarifications given in the Pre-bid meeting are the part of tender documents and are bound to be agreed & signed by lowest bidder during the issue of work order.
- c. **Validity of Tender:** The tender submitted by the firm / agency shall remain valid for 180 days from the date of opening for the purpose of acceptance and award of work. Validity beyond 180 days from the date of opening shall be by mutual consent.

4. **Bid Security Details (EMD):**

Bid Security (EMD) amount of ₹ 45,000/- should be submitted through SBI collect link as below.

EMD amount	Rs. 45,000/-
SBI Collect Link mode (Payment Category- NITT Tender- Earnest Money Deposit).	https://www.onlinesbi.sbi/sbicollect/collecthome.htm?corpID=1768557

Step: 1. Click the above link 2. Click Educational institutions 3. Type 'NITT HP' and select NITT-TENDER- EARNEST MONEY DEPOSIT.

The Bidders will have to upload a scanned copy of Payment details towards EMD and the same will be accepted only on verification and confirmation by the Institute. Any delay in credit will not be entertained by the Institute. However, EMD in the acceptable forms as per GFR may also be submitted.

- a. Return of EMD:
- The earnest money of unsuccessful bidders will be returned to them without any interest within 30 working days after awarding the contract.
 - The earnest money of the successful bidder will be returned to them without any interest on receipt of Performance Security.
 - Forfeiture of EMD: If the successful bidder fails to submit the Performance Security Deposit within the prescribed period, the EMD will be converted into performance security deposit.
- b. Bid Security Exemption:
- Micro and Small Enterprises (MSEs):

Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) for goods produced and services rendered, are exempted from Bid Security. However, they have to enclose valid self-attested registration certificate(s) along with the tender to this effect. Accordingly, MSEs shall be required to submit Udyam Registration Certificate Registered for providing services for availing the benefit under MSE Procurement Policy. However, traders are excluded from the purview of MSE Procurement Policy.

Startups:

Startup(s) as recognized by Department for Promotion of Industry and Internal Trade (DPIIT), Govt. of India, are exempted from Bid Security. However, they have to enclose valid self-attested registration certificate(s) along with the tender to this effect.

Eligible MSE and startup bidders who seeks exemption from Bid Security, if they withdraw or modify their bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of three years or as decided by the competent authority from being eligible to submit bids for contracts with the entity that invited the bids.

- c. Tender received without required EMD / without a copy of valid Registration Certificate for claiming exemption will summarily be rejected and not considered at all.
- d. No tenderer will be allowed to withdraw / alter / modify after submission of tender within the bid validity period otherwise the EMD submitted by the tenderer would stand forfeited.
- e. EMD will be returned to the unsuccessful tenderers without any interest. EMD will be returned to the successful tenderer (without interest) on receipt of the Performance Security and after signing the Contract.
- f. EMD will be liable to be forfeited if the tenderer selected for the work fail to accept and sign the formal agreement or to start the work on the date stipulated in the work order.

5. Performance Security:

Performance Security of 5% of the contract value should be produced in the form of DD/Bank Guarantee/FDR/Online payment/Insurance security bond within 15 days of award of the contract from any nationalized/ scheduled bank, valid till the completion of contract period plus two months, from the date of commencement of contract.

In case, the contract is further extended beyond the initial period, the Bank Guarantee will have to be accordingly extended/renewed by the successful service provider. All incidental charges whatsoever such as premium, commission etc. with respect to Bank Guarantee / Online transaction shall be borne by the successful bidder. Non-deposit of PBG within the stipulated time shall render the contract invalid at the discretion of the Institute.

Performance Security will be forfeited, if the firm fails to duly perform/ abide by any of the terms or conditions of the contract. No interest is payable on the performance security amount. Performance Security, if in the form of Bank Guarantee, should be

sent directly to the institute under Registered Post (AD) by the issuing bank addressed to The Director, National Institute of Technology (NIT) Tiruchirappalli, Tanjore Main Road, Tiruchirappalli, Tamil Nadu – 620015

6. PURCHASE PREFERENCE

i. Micro and Small Enterprises (MSEs):

Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) for goods produced and services rendered, may be provided following purchase preference:

Item wise Quantity	Price Quoted by MSE	How the tender shall be finalized
Can be split		Full Order on MSE
Can be split	Not but within + 15%	25% order on MSE subject to matching Price
Cannot be split		Full Order on MSE
Cannot be split	Not but within + 15%	Full Order on MSE subject to matching Price

ii) Preference to Make in India

In procurement goods or works which are covered under by para 3(b) of the extant Public Procurement (Preference to Make in India) Order 2017 dated 04 June 2020 and which are divisible in nature, the "Class-I Local Supplier" shall get purchase preference over "Class-II Local Supplier" as well as "Non-Local Supplier" as per following procedure:

- (a) Among all qualified bids, the lowest bid will be termed as . If is "Class-I Local Supplier", the contract for full quantity will be awarded to .
- (b) If bid is not a "Class-I Local Supplier", 50% of the order quantity shall be awarded to . Thereafter, the lowest bidder among the "Class-I Local Supplier" will be invited to match price for the remaining 50% quantity subject to the Class-I Local Supplier's quoted price falling within the margin of + 20%, and contract for that quantity shall be awarded to such "Class-I Local Supplier" subject to matching the price. In case such lowest eligible "Class-I Local Supplier" fails to match price or accepts less than the offered quantity, the next higher "Class-I Local Supplier" within the margin of + 20% shall be invited to match the price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on Class-I local suppliers, then such quantity may be ordered on the bidder.

In procurement goods or works which are covered under by para (b) of the extant Public Procurement (Preference to Make in India) Order 2017 dated 04 June 2020 and which are not divisible in nature, and in procurement of services where the bid is evaluated on price alone, the "Class-I Local Supplier" shall get purchase preference over "Class-II Local Supplier" as well as "Non-Local Supplier" as per following procedure:

- (a) Among all qualified bids, the lowest bid will be termed as . If is "Class-I Local Supplier", the contract will be awarded to .
- (b) If is not a "Class-I Local Supplier", the lowest bidder among the Class-I Local Supplier, will be invited to match the price subject to Class-I Local Supplier's quoted price falling within the margin of + 20%, the contract shall be awarded to such Class-I Supplier subject to matching the price.
- (c) In case such lowest eligible Class-I Local Supplier fails to match the price, the "Class-I Local Supplier" with the next higher bid within the margin of + 20% shall be invited to match the price and so on and contract shall be awarded accordingly. In case none of the of Class-I Local Supplier within the margin of + 20%, the contract may be awarded to the bidder.
- (d) Class-II Local Supplier will not get purchase preference.

ii. Prior Registration and / or Screening of bidders:

Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder registered with the competent authority. The bidder(s) concerned are required to attach the relevant valid Registration Certificate along with the bid for consideration.

"Bidder" (including the term 'tenderer', consultant or service provider in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

"Bidder from a country which shares a land border with India" for the purpose of this Order means: -

- An entity incorporated, established or registered in such a country; or
- A subsidiary of an entity incorporated, established or registered in such a country or
- An entity substantially controlled through entities incorporated, established or registered in such a country; or
- An entity whose beneficial owner is situated in such a country; or
- An Indian (or other) agent of such an entity; or
- A natural person who is a citizen of such a country; or
- A consortium of joint venture where any member of the consortium or joint venture falls under any of the above.
- The detailed terms & conditions issued from time to time in this regard by Government of India will be applicable.

7. Evaluation of Technical Bids:

- a. The Committee constituted by the Institute shall evaluate the technical bids with reference to the technical requirements and various other commercial criteria given in the tender document. All eligibility conditions have to be satisfied on the date of submission of bids, not later.
- b. The bids of the tenderers who submit their bid in the proper format and with the required EMD will be evaluated. The bids of the non-conforming bidders shall be rejected without further notice.
- c. Conditional tenders, late tenders, tenders containing prima-facie absurd rates, tenders which are incomplete or otherwise considered defective, tenders not in accordance with the tender conditions therein contained and the tenders not in original ARE LIABLE TO BE REJECTED.
- d. The Institute will not seek further clarification/information/document as may be required for it to satisfy the eligibility of the bidders. It is the responsibility of the tenderer to submit the attested copies of all the relevant certificates / documents mentioned in this tender document along with the technical bid for evaluation.
- e. Submission of wrong/forged information/document will be liable to legal action, forfeiture of EMD, rejection of bids and blacklisting for further tenders etc.
- f. The tenders of the contracting agency/firm/company not in possession of valid statutory license / registrations are liable for rejections. Further the Director of the Institute reserves the right to cancel/reject any or all tenders without assigning reasons thereof. The decisions/clarifications of the Institute are final and binding to all parties in the evaluation of technical bids.

8. Financial bid & Award of Contract:

- a. *Bidder has to quote a **lump sum amount per month** in the financial bid, keeping in view the entire scope of work, including the manpower requirement. No additional payment shall be made to the contractor in any respect.*
- b. Technically qualified bids shall be further considered for opening and evaluation of price bids. The Tenderers quoting the lowest amount (L1 bidder) in the CPP portal shall be considered for the award of the Contract. However, it shall not be binding to give the contract to the lowest bidder.
- c. In case more than one price bid quoting the same rates are received, CPP Portal auto run option shall be exercised to arrive at the L1 and award of the contract.

- d. The Institute may award the Contract to the successful evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the Contract satisfactorily as per the terms and conditions of the tender document.
- e. The Competent Authority of Institute reserves the right to annul all bids or discontinue this tender process, without assigning any reason at any time prior to signing of agreement with the successful bidder.
- f. The Institute will issue the work order to the successful bidder along with the terms and conditions. The successful bidder will be required to execute the agreement with the Institute.
- g. The successful tenderer shall execute an agreement on a non-judicial stamp paper of Rs.200/- (stamp duty to be paid by the tenderer) within 15 days from the date of the intimation from the Institute.
- h. If the successful bidder fails to execute the agreement and/or to deposit the required security deposit within the specified time or withdraw his/her tender after the intimation of acceptance of his/her tender has been sent to him/her or owing to any other reasons, he/she is unable to undertake the contract, then his/her contract will be cancelled and the EMD deposited by him/her along with the tender shall stand forfeited by the Institute.
- i. NITT shall not be responsible for any loss of securities, due to liquidation for any other reasons, what-so-ever or any depreciation in the value of the securities while in their charge or for any loss of interest there on. All compensation or other sums of money payable by the Agency to NITT under the terms of this contract or under any other contract with NITT may be deducted from the Security Deposit or realized by the sale of the securities or from the interest arising therefrom or from any sums which may be due or may become due to the Agency by NITT and in the event of this Security Deposit being deducted by reason of such deductions or sale, as aforesaid, the Agency shall within 7 days thereafter, make good in cash or in securities endorsed as aforesaid, any sum by which the Security Deposit has been reduced.
- j. The Refund of Security Deposit will be decided at the end of the successful completion / termination of the contract, upon settling all payments & dues to the workers and on submitting "NIL CLAIM CERTIFICATE". The successful tenderer has to provide the documentary evidences in this regard.
- k. The Copies of Work Orders and Customer Satisfactory Certificates submitted by the firm will be verified with the concerned clients through proper-channel. Similarly, all the information / statutory registrations will be verified with the relevant authorities for their genuineness. If the forgery/falsifying information

are found during such verification, legal action, forfeiture of EMD/Security Deposit, closure of contract, blacklisting for further tendering, etc. will be initiated by the Institute.

- l. The bidder will be bound by the details furnished by him/her to the Institute while submitting the tender or at subsequent stage. In case, any of such documents furnished if found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her for legal action besides termination of contract.
- m. The Agencies shall comply with and abide by such directions that the Institute may issue from time to time.

9. Contract Period and Effectiveness of Contract:

- a. Initially for a period of One Year. The contract may be extended for another two years or part thereof months based on the performance of the contract after review at the discretion of NIT Tiruchirappalli. However, the Institute has liberty to extend the period of Contract until the finalization of next contract.
- b. Tentatively contract shall start from 01.01.2026.
- c. The contract shall commence from the date of handing over of the premises. The contract will be curtailed or terminated by the Institute owing to deficiency of service, sub-standard quality & skills of personnel deployed, breach of contract, non-compliance with any relevant labour laws, or change in requirements of the Institute or for any other reasons as stipulated in the contract to be entered into with successful bidder.
- d. The Institute reserves the right to terminate the contract at any time by giving one month's notice to the selected Service Provider.
- e. It is mutually agreed that all differences and disputes arising out of or in connection with this agreement shall be settled by mutual discussions and negotiations. If such disputes and differences cannot be settled and resolved by discussions and negotiations then the same shall be referred to the sole Arbitrator appointed by the NIT Tiruchirappalli whose decision shall be final and binding on both the parties. The place of Arbitration shall be Tiruchirappalli.
- f. The Contracting Service Provider shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency.
- g. Any disputes arising out of or in any way connected with this contract shall be deemed to have arisen in Tiruchirappalli, Tamil Nadu and only the courts in Tiruchirappalli or Madras High Court shall have jurisdiction to determine the same.

- h. The NITT reserves the right to accept or reject any one or all of the tenders without assigning any reason thereof.
- i. If water is found untreated at any time, a penalty of Rs.3000/- will be charged per day.

10. Statutory Compliance:

- a. The Personnel deployed shall be the employees of the Agency at all times and all statutory liabilities such as ESI, EPF, Bonus, Gratuity, Workmen's Compensation Act etc. will have to be paid by the Agency.
- b. The Agency will be responsible to issue the Offer of Appointment letter, Relieving letter, Experience letter and Employee ID Card with Employee Number to all personnel deployed by them.
- c. The Agency should take all measures for environmental protection, such as control of chemical pollution, proper disposal of waste, etc., and ensure that there are no adverse effects on the ecology, particularly on the flora and fauna of the campus.
- d. It shall be responsibility of the agency to issue the employment card / photo identity card to the workers and maintain the muster roll, the wage register and other registers as provided in the Contract Labour (Regulation & Abolition) Act. Agency has to ensure that all its employees deployed in the Institute invariably wear photo ID card during office hours.
- e. The Agency will be responsible for compliance of all statutory provisions including minimum wages, provident fund and employees State Insurance, contract labour and any other applicable law in respect of the persons deployed by them in the Institute. The Institute has no liability in this regard. Payment of the bill will be made only after successful submission of statutory payment receipts.
- f. The Agency shall maintain all statutory registers under the Law and submit periodical returns and statements. The service providers shall produce the same, on demand, to the concerned authorities and to the Institute or any other authority under Law. One copy of all the relevant registers, documents have to be kept at the Site for inspection at any time.
- g. In case, the service provider fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof the Institute is put to any loss/obligation, monetary or otherwise, the Institute will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the agency, to the extent of the loss or obligation in monetary terms or shall be entitled to recover the same by legal recourse.

- h. The Agency has to obtain a license from the Licensing Authority/s concerned under the Contract Labour (Regulation & Abolition) Act and any other Central/State Act/Rules/Registration and fulfil all the terms and conditions under the said Acts/Registration/Rules.

11. Indemnification:

- a. The personnel deployed by Agency in the Institute shall not claim any benefit compensation, absorption or regularization of their services in the Institute either under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act 1970. The agency shall have to obtain an undertaking from the deployed persons to the effect that the deployed person is the employee of the agency and shall submit the said undertaking to the Institute. In the event of any litigation on the status of the deployed persons, the Institute shall not be a necessarily party to such proceedings.
- b. For all intents and purposes, the agency shall be "Employer" within the meaning of different labour legislations in respect of the personnel deployed by it. There shall be no claim by such deployed persons of any employment in the Institute. The persons deployed by the Agency in the Institute shall be the employees of agency at all times and not have any stake or claims like employer and employee relationship against the Institute. The clearance of any disputes/grievances of the personnel deployed by the agency is the responsibility of the agency.
- c. The agency shall be solely responsible for the redressal of grievances if any of its staff deployed in the Institute. The Institute shall, in no way, be responsible for settlement of such issues whatsoever.
- d. The Institute shall not be responsible for any financial loss or any liabilities arising out of accident or death to any of the personnel deployed by the agency in the course of their performing the functions/duties or for payment towards any compensation. The agency shall obtain adequate insurance policy in respect of its employees engaged for the work, towards meeting the liability of compensation arising out of death at its own cost.
- e. The Agency at all times should indemnify the Institute against all claims, damages or compensation under the provisions of Contract Labour (Regulation & Abolition) Act, Code on Wages, 2019, the Occupational Safety, Health & Working Conditions Code, 2020; and the Code on Social Security, 2020, Payment of Gratuity Act, Maternity Benefit Act, Industrial Disputes Act, Employees' Provident Funds and Miscellaneous Provision's Act, Employees' State Insurance Act etc. or any modification thereof or any other law relating thereof and rules made hereunder from time to time in this regard. Payment of

minimum wages, notified by the appropriate government, shall be ensured all the time.

- f. The Institute shall not be liable for any loss, damage, theft, burglary or robbery of any personnel belongings, equipment or vehicles of the personnel of the agency.
- g. The Agency shall be responsible for any damages done to the property of the Institute by the personnel so deployed. The Institute is free to recover it from the Security Deposit/Bank Guarantee given by the agency or from any other dues or recover as per law.
- h. In case the Agency wishes to terminate the contract, it shall give three months advance notice in writing to this effect to the Institute. But the termination of the contract is fully as per the discretion of Institute Authority.
- i. In case of breach of any terms and conditions as specified in the Contract and signed between the parties, the Performance Security Deposit of the service providers will be liable to be forfeited besides annulment of the contract and other legal recourse.
- j. The Institute reserves the right to withdraw / relax any of the terms and conditions mentioned above so as to overcome the problem encountered at a later stage for the smooth and timely provision of services.

12. Arbitration:

- a. Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions hereinbefore mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the work or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the sole Arbitrator appointed by the NIT Tiruchirappalli. The proceedings shall be in English and in accordance with Arbitration and Reconciliation Act 1996 or any amendment thereof. The decision of the sole Arbitrator is binding and conclusive.
- b. It is a term of the contract that the party involving arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute. The arbitrator(s) may from time to time with consent of the parties enlarge the time for making and publishing the award. The work under the Contract shall, if reasonably possible, continue, during the arbitration proceedings and no

payment due or payable, to the Agency shall be withheld on account of such proceeding.

- c. The arbitrator shall give a separate award in respect of each dispute or difference referred to him. The venue of arbitration shall be such place as may be fixed by the mutual agreement of the parties. The award of the arbitrator shall be final, conclusive and binding on all parties to this contract. In the event of disputes or differences arising between one public sector enterprise and a Govt. Department or between two public sector enterprises the above stipulations shall not apply or its amendments for arbitration shall be applicable.

13. Force Majeure Clause:

- a. If at any time during the continuance of this contract, the performance in whole or in part by either party of any obligations under this contract shall be prevented or delayed by reason, of any war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, explosions, epidemics, quarantine, restrictions or acts of GOD (hereinafter referred to as events) then provided notice of happening of any such events is given by either party to other within twenty-one days from the date of occurrence thereof neither party shall reason of such events be entitled to terminate this contract nor shall either party have any such non-performance and delay is resumed as soon as practicable after such events has come to an end or ceased to exist. If the performance in whole or part of any obligation under this contract is prevented or delayed by reason or any such event claims for extension of time shall be granted for period considered reasonable by NITT subject to prompt notification by the tenderer to NITT of the particulars of the events and supply to the NITT if required of any supporting evidence. Any waiver of time in respect of partial instalment shall not be deemed to be a waiver of time in respect of remaining deliveries.
- b. The correspondence exchanged against the tender from both tenderer and NITT through email are considered as valid document legally though it is not signed. It is treated as valid confirmations made on behalf of the respective company and very much comes under the legal ambit of the business transaction and hence it is binding on both the parties to the business.
- c. Any transaction pertaining to the tender from both the parties of business done round the clock irrespective of the office or business hours of the companies, are valid legally and binding on both the parties. This applies to the extent only in such cases where deadline time for transaction is not specifically declared by either or both the parties to the business.

- d. In case Letter of Intent (LOI) is issued through email, the PC generated time and date of mail shall be construed as the official time and date of release of LOI. In as much as this date is within the last date of validity given by the tenderer the LOI is said to have been issued within the validity period and shall be bidding on both the parties to the business.
- e. Tenderers participating in the tender should declare in their technical bid that whether they have been black-listed / kept on hold for a specified period / given Business holiday for a specified period by any Public sector undertaking or Government departments. The reasons for such action with details and the current status of such hold shall be clearly furnished to NITT. If no such details are mentioned in the offer then it will be construed that the subject tenderer is not under any such hold. But at a later date if it comes to the notice of NITT about any such hold under enforcement on the subject tenderer, NITT will have every right to reject the offer of such vendors at any point of time and also under any stage of the finalization of the subject tender irrespective of the status of the subject tenderer in that tender. Such tenderers will not be permitted to participate in the further tender proceedings and will be communicated suitably. They will not be also considered for any ongoing tenders even if participated till the hold is officially lifted and confirmed in writing.

14. Dispute Resolution Mechanism:

- a. In case of any dispute arising out during execution of the contract the following procedure will be followed for resolving the issue. The decision of competent authority, NIT Trichy in regard to the interpretation of the terms and conditions shall be final and binding which shall not be called in question in proceedings before any forum. The Institute rules shall be binding for execution of the contract. Further, in case of any dispute arising out of or in connection with the aforesaid contract either during subsistence of the contract or thereafter will be settled at his/her level by mutual consultation and in case of failure, Clause 9 Arbitration proceedings mentioned in this tender will be in effect.
- b. Any disputes arising out of or in any way connected with this contract shall be deemed to have arisen in Tiruchirappalli, Tamil Nadu and only the courts in Tiruchirappalli or Madras High Court shall have jurisdiction to determine the same.

FORMS AND FORMATS

CERTIFICATE

(An affidavit in original on non-judicial stamp paper duly notarized to this effect shall be given by the firm)

To
The Director
NIT Tiruchirappalli

Tender/ Bid No....., dated:

(Notice Inviting Tender For Annual Maintenance Contract of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at National Institute of Technology, Tiruchirappalli.)

Sir/ Madam,

I / We hereby certify that our firm/company has never been declared ineligible/black-listed by the Government of India or any other Government body or Semi-Government Body or Department or Private Corporation on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure /lapses of serious nature and the name of the firm or company has not been changed.

I / We also certify that the above information is true and correct in every respect and in any case at a later date it is found that any details provided above are incorrect the bid may be summarily rejected and in case any contract given to our firm may the same may be summarily terminated and the firm shall be blacklisted.

Date:

Authorized Signatory

Place:

Name:

Designation:

Seal

Contact No.:

BID SECURITY DETAILS

To
The Director
NIT Tiruchirappalli

Tender/ Bid No....., dated:

(Notice Inviting Annual Maintenance Contract of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at National Institute of Technology, Tiruchirappalli._

Sir/ Madam,

1. I / we hereby submit our tender for providing Manpower Services on contract basis at NIT Tiruchirappalli.
2. I / We hereby submit the details of Bid Security (EMD) paid to the NIT Tiruchirappalli towards the tender cited above.

Particular	Amount (₹)	Payment Reference Details	Payment Date
Bid Security (EMD)			

3. I / We hereby reconfirm and declare that I / We have carefully read, understood & complying with the above referred tender document including instructions, terms & conditions, scope of work, schedule of quantities, general conditions of contract and all the contents stated therein.
4. It is requested to return the EMD amount to our firm after completion of the purchase to the below mentioned Bank account.

Account Name	
Bank Account Number	
IFSC code	
Bank	

Date:
Place:
Designation:
Seal

Authorized Signatory
Name:

Contact No.:

PROCESS COMPLIANCE FORM
(To be provided on letter head of the firm)

To
The Director
NIT Tiruchirappalli

Tender/ Bid No....., dated:

(Notice Inviting Tender For Annual Maintenance Contract of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at National Institute of Technology, Tiruchirappalli..)

Sir/ Madam,

The undersigned is authorized representative of the company. We have carefully gone through the NIT Tiruchirappalli, Tender Documents and the Rules governing the Tender along with this document. We have examined and have no reservations to the Bidding Documents, including addendum (if any). We offer to supply in conformity with the Bidding Documents and in accordance with the condition of contract specified in this tender document. We will honour the Bid submitted by us during the Tender. We give undertaking that if any mistake occurs while submitting the bid from our side, we will honour the same.

Bid Securing Declaration: - We accept that if we withdraw or modify Bids during the period of validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in this bids document, we will be suspended / blacklisted / banned for contracts with National Institute of Technology, Tiruchirappalli.

We are aware that if NIT Tiruchirappalli has to carry out e-tender again due to our mistake, NIT Tiruchirappalli has the right to disqualify us for this tender when refloated. We confirm that NIT Tiruchirappalli shall not be liable & responsible in any manner whatsoever for my/our failure to access & submit offer on the E-tendering site due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, digital signature certificate or any other unforeseen circumstances etc. Our bid shall be valid for the period from the date fixed for the bid submission deadline & it shall remain binding upon us and accepted at any time before the expiration of bid validity period as per this tender.

If our bid is accepted, we commit to provide a performance security as per the tender for due performance of the contract as per NIT Tiruchirappalli policy and warranty-guarantee as per tender specification or agrees as per contract.

We understand that this bid, together with your written acceptance thereof included in your notification of award/placement of order, shall constitute a binding contract between us. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive. We accept that the competent authority in NIT Tiruchirappalli will have full right to reject any/all offer(s) without assigning any reason thereof and does not bind itself to accept the lowest or any other tender and full authority to postpone the tender issue date, submission /opening date or to alter any other condition of tender /cancellation of this tender, as per policy/committee recommendations of NIT Tiruchirappalli at any stage without assigning any reason thereof for which no claim from whomsoever will be entertained.

I/We the undersigned have read the entire terms and conditions of this Tender document and we are fully agreeable to the terms and conditions mentioned herein. The decision of competent authority of NIT Tiruchirappalli with respect to this Tender-Result will be fully agreeable and binding on us.

I/We the undersigned agreed to comply with all the statutory provisions including payment of Minimum wages, ESI, EPF, Bonus, and bound by all the labour laws prevailing.

This letter can be treated as signed and acceptance copy of tender documents and the forms submitted as signed by competent authority of firm submitting this tender and there is no need to submit separate signed copy of tender document.

Date:

Place:

Seal

Authorized Signatory

Name:

Designation:

Contact No.:

Bid Security Declaration

To
The Director
NIT Tiruchirappalli

Tender/ Bid No....., dated:

(Notice Inviting Tender For Annual Maintenance Contract of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at National Institute of Technology, Tiruchirappalli._)

Sir/ Madam,

We, the undersigned declare that

1. We understood that, according to the tender conditions, bids must be supported by a Bid Security Declaration.

2. We accept that we will automatically be suspended from being eligible for bidding in any contract with the Institute for the period of **3 years** starting from the bid closing date, if we are in breach of our obligation(s) under the bid conditions, because we;

(a) have withdrawn our bid during the period of bid validity specified in the letter of bid; or

(b) having been notified of the acceptance of our bid by the institute during the period of bid validity, (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the performance security, in accordance with the tender conditions.

Date:

Place:

Authorized Signatory

Seal

Name:

Designation:

Contact No :

Tender Acceptance Letter

(To be given on Company Letter Head)

To
The Director
NIT Tiruchirappalli

Tender/ Bid No....., dated:

(Notice Inviting Tender For Annual Maintenance Contract of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at National Institute of Technology, Tiruchirappalli.)

Sir/ Madam,

I/We have downloaded/ obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s)/ CPP Portal.

1. I / We hereby reconfirm and declare that I / We have carefully read, understood & complying the above referred tender document including instructions, terms & conditions, scope of work, schedule of quantities and all the contents stated therein.
2. I/we shall abide hereby by the terms/conditions/ clauses contained therein.
3. I / We also confirm that the rates quoted by me / us are inclusive of all taxes, duties etc., applicable as on date.
4. The corrigendum(s) issued from time to time by your Institute too have also been taken into consideration, while submitting this acceptance letter.
5. I/We hereby unconditionally accept the tender conditions of above-mentioned tender document(s)/ corrigendum(s) in its totality/entirety.
6. In case any provisions of this tender are found violated, then your Institute shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Date:

Place:

Seal

Authorized Signatory

Name:

Designation:

Contact No :

NO RELATION CERTIFICATE

(On letter head of the firm)

1. I/We hereby certify that I/We am/are related/not related to any officer of NIT Tiruchirappalli. (If related provide the details of the employee)
2. I/We am/are aware that, if the facts subsequently proved to be false, my/our contract will be rescinded with forfeiture security deposit and I/We shall be liable to make good the loss or damage resulting from such cancellation.
3. I/We also note that, non-submission of this certificate will render my / our tender liable for rejection.

Date:

Place:

Seal

Authorized Signatory

Name:

Designation:

Contact No:

MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER

Date: / /

To

The Director,
National Institute of Technology,
Tiruchirappalli – 620 015, Tamil Nadu

Sub	:	Authorization for release of payment / dues from National Institute of Technology, Tiruchirappalli through Electronic Fund Transfer/RTGS Transfer.
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1. Name of the Party / Firm / Company / Institute :
2. Address of the Party :
3. City _____ Pin Code _____
4. E-Mail _____ Mobile No: _____
5. Permanent Account Number _____
6. Particulars of Bank:

Bank Name:		Branch Name:	
PIN Code:		Branch Code:	
IFS Code:(11 digit alpha numeric code)			
Account Type	Savings	Current	Cash Credit
Account Number:			

DECLARATION

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Director, National Institute of Technology Tiruchirappalli responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Date:

Place:

Seal

Authorized Signatory

Name:

Designation:

Contact No:

(On the letter head of the firm)

Date: / /

To

The Director,
National Institute of Technology,
Tiruchirappalli – 620 015, Tamil Nadu

Sub	:	Undertaking for payment of wages, as applicable, to the manpower deployed at NIT Tiruchirappalli.
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I/We hereby declare that:

1. I/ We have paid the Minimum Wages to the manpower deployed at NIT Tiruchirappalli for the Month of as per THE MINIMUM WAGES (CENTRAL) RULES, 1950, wherever applicable and the consolidated remuneration, wherever applicable.
2. I/ We did not deduct any deduction/recovery in any manner from the wages of the manpower deployed at NIT Tiruchirappalli apart from the statutory deductions and are shown in the pay-slip.
3. I/ We understood that in case of any deviation of the above is observed by the authority of NIT Tiruchirappalli, even on a later date, an action deemed fit shall be taken against us.

Date:**Place:****Authorized Signatory****Seal****Name:****Designation:****Contact No:**

Checklist (Technical Bid)**Name of the Firm:**

Sl. No	Description of Documents / Certificates	Attached	Page No
1	Duly-filled Checklist	Yes / No	
2	Demand Draft for EMD of Rs.45,000/- OR Copy of Valid Certificate for claiming exemption	Yes / No	
3	Duly filled-in Technical Bid Form	Yes / No	
4	Copy of the tender document duly signed on all pages by the tenderer with official seal and date	Yes / No	
5	Self-attested copy of Certificate of Incorporation in respect of the firm issued by Registrar of Companies or a Partnership deed duly registered under the Partnership Act (Articles or Memorandum of Association) or relevant documents	Yes / No	
6	Self-attested copy of Electricity Bill/Registered Lease Deed indicating the address of the Registered Office	Yes / No	
7	Self-attested copy of Valid Registration Certificate under Contract Labour (Regulation and Abolition) Act, 1970 and Registration in Shram Suvidha Portal (LIN)	Yes / No	
9	Self-Attested copies of Valid registration certificates for EPF, ESI, Income Tax, GST and other statutory registrations, if applicable	Yes / No	
10	Income Tax Statements for Annual Turnover and Audited Balance Sheet/Profit & Loss Statement for last three financial years 2021-22, 2022-23 & 2023-24.	Yes / No	
11	Bank Solvency Certificate for Rs. 9 Lakhs	Yes / No	
12	Self-attested copies of Contract Agreements, Experience Certificates and Client's Satisfactory Certificates in support of qualification criteria in terms of works undertaken in different institutes/bodies preferably in Centrally Funded Institutions/CPSUs	Yes / No	
13	Any other relevant documents mentioned in the Tender Document	Yes / No	

TECHNICAL BID FORM

1.	Name of the Agency	:	
2.	Date of Establishment	:	
3.	Type of Agency [Proprietorship / Partnership / Ltd Company / Others] (relevant documentary evidence to be attached)	:	
4.	Address & Details of Contact Person at Registered Office (Attach documentary proof) Phone, Mobile No. and Email	:	
5.	Address & Details of Contact Person at Branch Office located in Tamil Nadu	:	
6.	Details of Registration with NSIC / MSME: (enclose copy of certificates)		
	a. Registration No.	:	
	b. Category of Registration	:	Micro / Small / Medium Enterprise
	c. Date of Registration	:	
	d. Validity of Registration	:	
	e. Product / Service for which registration is made	:	
7.	Details of EMD Certificate No. (for seeking exemption) _____	:	DD No. _____ Date: _____ Amount _____ Bank: _____ (OR) Exemption Certificate is enclosed. (Only the registration for the relevant product/service and category only will be accepted).
8.	Registration Details (attach		

	documentary proof)																						
	b. LIN Registration No.	:																					
	c. Registration under Contract Labours (Regulation & Abolition) Act, 1970	:																					
	d. ESI Registration No.	:																					
	e. EPF Registration No.	:																					
	f. GST Registration No.	:																					
	g. Permanent Account No. (PAN)	:																					
9.	Bank Solvency Certificate: (Bank solvency Certificate issued in favour of NIT Tiruchirappalli)	:	YES / NO																				
10.	Proof of the Financial status of the Company indicating total turnover last three financial years(audited report and IT Return may be submitted for the 2021-22, 2022-23, 2023-24 ..)	:	<table border="1"> <tr> <th>Financial Year</th><th>Annual Turnover</th><th>Audited Report (Enclosed)</th></tr> <tr> <td>2021-22</td><td></td><td>Yes / No</td></tr> <tr> <td>2022-23</td><td></td><td>Yes / No</td></tr> <tr> <td>2023-24</td><td></td><td>Yes / No</td></tr> </table> <table border="1"> <tr> <th>Financial Year</th><th>IT Return (Enclosed)</th></tr> <tr> <td>2021-22</td><td>Yes / No</td></tr> <tr> <td>2022-23</td><td>Yes / No</td></tr> <tr> <td>2023-24</td><td>Yes / No</td></tr> </table>	Financial Year	Annual Turnover	Audited Report (Enclosed)	2021-22		Yes / No	2022-23		Yes / No	2023-24		Yes / No	Financial Year	IT Return (Enclosed)	2021-22	Yes / No	2022-23	Yes / No	2023-24	Yes / No
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2023-24	Yes / No																						
11.	Works carried out: (Attach Contract Agreement with Work Order, Performance Certificate)																						
	a. One work for annual value of Rs.10 Lakhs																						
	<table border="1"> <tr> <th>Name of the Organization</th><th>No. of Personnel Deployed</th><th>Period of Contract</th><th>Annual Value of Contract</th><th>Name & Contact Details of the Officer I/c of Client Organization</th></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </table>	Name of the Organization	No. of Personnel Deployed	Period of Contract	Annual Value of Contract	Name & Contact Details of the Officer I/c of Client Organization																	
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12.	Have your firm ever been debarred by any Court of Law or penalized by any Govt. / PSU / Private Organization (Enclose duly-filled in Undertaking Form in the prescribed format)		:		

Place:

Signature of the Authorized Signatory