

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
GUWAHATI – 781039, ASSAM

Phone : (0361) 2582064, 2582074 : : Fax : (0361) 2692771



TENDER DOCUMENT

NIT No: IITG/IPM/NIT/C/2025-26/51, Dated: 14.08.2025

NAME OF WORK

**Supply and installation of new Exhaust fan and wall fan at mess workers
room in IITG Campus**



INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati - 781 039, Assam (India)

Phone: (0361) 2582064, 2582074 Fax: (0361) 2690762

Date :.....

Detailed NOTICE INVITING TENDER for the work **“Supply and installation of new Exhaust fan and wall fan at mess workers room in IITG Campus”** vide NIT No: IITG/IPM/NIT/C/2025-26/51, Dated: 14.08.2025 issued to:

Shri / M/s

Address.

.....

.....

HOS (Engineering)



INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati – 781039, Assam

Phone : (0361) 2582064, 2692074 : : Fax : (0361) 2692771 , 2690762

NOTICE INVITING TENDER

NIT No: IITG/IPM/NIT/C/2025-26/51, Dated: 14.08.2025

Sealed tenders in single-bid system are invited from experienced & competent firms/contractor for following works at IIT Guwahati campus:

1	Name of works	Supply and installation of new Exhaust fan and wall fan at mess workers room in IITG Campus.
2	Time of Completion	30days
3	Cost of Tender Paper	Rs. 500.00 (Shall be deposited along with the tender in the form of Demand draft in favour of 'IIT Guwahati' payable at 'Guwahati.)
4	EMD	Rs. 7, 150.00 (Shall be deposited along with the tender in the form of Demand draft in favour of 'IIT Guwahati' payable at 'Guwahati.)
5	Last date of Receipt of Application for Tender Paper	Tender document may be downloaded from the Institute Website www.iitg.ac.in from 25.08.2025 to 29.08.2025
	Date of issue of tender paper	
6	Last Date & time of submission of tender	29.08.2025 at 2.30 P.M
7	Tender Bid Opening Date & Time	29.08.2025 at 4.30 P.M
8	Place of Submission of Tender	Office of the- Dean IPM, Estate Building Indian Institute of Technology Guwahati, North Guwahati, Assam, PIN-781039.

9. Qualifying criteria for issue of Tender Document :

1. Should have valid Electrical Contractor's License of appropriate class.
2. Bidder Should have Experienced of having successfully completed any electrical works during the last 7 years under Govt./Semi Govt. Deptt./ Autonomous Body:
(i). One Electrical Work of value not less than ₹ 2, 85, 974.00
or
(ii). Two Electrical Work of value not less than ₹ 1, 78, 734.00
or
(iii). Three Electrical Work of value not less than ₹ 1, 42, 987.00

3. Completion certificate along with Work Order and SOR (Schedule of Rates) from client is to be submitted.
4. Copy of PAN card and GST Registration certificate should be enclosed.

10. Download of Tender Document:

(i). Tender document shall be downloaded from IITG website (www.iitg.ac.in) only from 25/08/2025 to 29/08/2025.

(ii). Any further clarification including corrigendum, addendum, amendments, time extension etc. to the above tender will be posted in the website only. Bidders should therefore regularly visit the website www.iitg.ac.in.

11. Submission of Completed Tender:

i). Self-Attested copies of all the qualifying documents shall be submitted along with the complete tender document. Any tender without the qualifying documents shall be considered incomplete and shall be rejected without any further communication.

(ii). Cost of Tender Paper of **Rs.500.00 (Rupees Five Hundred Only)** shall be deposited along with the quotation in the form of **Demand draft** in favour of 'IIT Guwahati' payable at 'Guwahati'.

(iii). EMD of **Rs.7, 150.00 (Rupees Seven Thousand One Hundred Fifty Only)** shall be deposited along with the quotation in the form of **Demand draft** in favour of 'IIT Guwahati' payable at 'Guwahati'.

12. IIT Guwahati reserves the right to not issuing tender papers to any contractor engaged in one or more ongoing works in the IITG Campus, if in the opinion of the Institute, the progress of the ongoing works of the contractor has not been found satisfactory and they will not be able to handle a new work till the completion of their ongoing work(s). IITG also reserves the right to accept or reject any or all applications for issue of tender document without assigning any reason thereof.

13. The issue of tender paper to a contractor does not automatically mean the tenderer is considered qualified for the price part of the bid. Price bids of only those bidders who fulfill all the requirements given here in above shall be considered.

14. The acceptance of tender will rest with the authority of IIT Guwahati who does not bind itself to accept the lowest tender and reserves in itself the right to reject any or all the tenders received without assigning any reason thereof. The work may be allotted in part or whole at the discretion of competent authority of the Institute.

15. For all clarifications regarding site conditions, items of works or any other related matters to the tender HOS(Engineering) may be contacted during office hours on all working days.

16. In case, the day of submission of the tender happens to be a holiday on account of Govt. notification and tender cannot be received or opened; the tender shall be received and opened on the next working day at the same times for which no separate communication will be made.

17. The tender document shall be submitted at the designated place before the last date and time as per NIT. IIT Guwahati is not responsible for any delay on the part of postal department or Shipping agencies.

Special Terms & Conditions

NIT No: IITG/IPM/NIT/C/2025-26/51, Dated: 14.08.2025

1. Rates shall be quoted in the Bill of Quantity (BOQ) furnished in figures and in words. If there is any variation between the rates quoted in figures and rates quoted in words, the rates quoted in words shall be considered.
2. The rates shall be firm up to the completion of work. No price escalation will be paid on any account.
3. The work shall be completed within 30 days from the date of issue of the formal work order.
4. Location of work Dhansiri Hostel.
5. The rate shall be inclusive of all taxes including GST, Royalty, loading, unloading and transportation etc. of all the materials to work site at IITG campus, Guwahati-39. All taxes as applicable to the work as per state/central government shall be deducted from the bills.
6. All the pages of the tender document shall be signed and dated at the lower right-hand corner by the tenderer. If the tender is signed by a person holding power of attorney, power of attorney authorizing him to sign on behalf of the tenderer should be submitted along with the tender.
7. The documents submitted along with the application for tender in respect of Experience, registration will be verified by the Institute with respect to that stated in the NIT for qualifying for the tender. If after verification any such data/ information are not found true or has attempted to conceal any unfavorable data/ information, his/her tender shall be summarily rejected.
8. The owner reserves the right to take inputs regarding performance of a bidder on any similar work (on-going or completed) from a client whether disclosed in the tender or not. If any such report from the client is found to be unsatisfactory, the tender is liable to be rejected.
9. Any tender submitted without the qualifying documents mentioned in the relevant clause of NIT, it shall be considered as incomplete tender and the tender will be rejected for which no communication will be made.
10. Any abnormal rate quoted in the tender will summarily be rejected for which no communication will be made.
11. The contractor shall arrange all the plants, equipment, machineries etc. required for the works for which no extra charges will be paid.
12. Care shall be taken by the contractor to avoid damage to any part of the building or its finishing. He/they shall be responsible for repairing all damaged and resorting the same to their original finished at his own cost. He/they shall also remove at his cost all unwanted wastage and materials arising out of his work from the site.
13. The Earnest Money shall be paid in the form of Demand Draft drawn in favour of "IIT Guwahati" payable at Guwahati. EMD submitted in the form of Bank Guarantee or any other form except as stated above will NOT be accepted and tender will be summarily rejected. No interest shall be paid by the institute on the Earnest Money deposited by the tenderer. The Earnest Money of the unsuccessful tenderer will be refunded.
14. 3% of the Bill Value will be deducted as Security Deposit and will be released after 12(twelve) months from completion of the work. Any damage or defect in the work during this period due to materials supplied by you or bad workmanship shall be rectified or replaced by you at your own cost or the Engineer –in-charge may cause the same to be made good by other workman and deduct the expenses from the security deposit. No interest will be paid on security deposit.

15. All other terms & conditions shall be as per provision of General Conditions of Contract followed by the institute.
16. All legal disputes will be subjected to jurisdiction of Guwahati High Court only.
17. All specification of the work will be followed as per CPWD manuals.
18. Reasonability of the rates quoted by the contractors shall be determined by comparing to the justified estimated rates. If the lowest bid is too low and the tender evaluation committee feels that it is not possible to do the work as specification, the tender shall be cancelled and fresh tender invited.
19. If the lowest bid is below 10% of the estimate, additional security deposit of value by which the quote is below 10% of the estimate will have to be submitted by the bidder along with Performance Guarantee within 15 days from the date of issue of Letter of Intent offering the work. The additional security deposit shall be refunded immediately after completion of the work. In case the lowest bidder is not able to complete the work, the performance guarantee and the additional security deposit will be forfeited and the contractor will be debarred for 2 years from participating in the tenders floated by the Institute after issuing a show case notice.
20. The initial and additional security deposit will be in the form as specified in the tender. In case the lowest bidder fails to submit the initial security deposit and the additional security deposit within the stipulated time, the offer will be cancelled and their EMD will be forfeited and **the contractor will be debarred for 1 (one) year from participation in the tenders floated by the Institute after issuing a show cause notice. In such case the work will be retendered.**
21. **Defect Liability:** Twelve (12) Months Period of Liability from the Date of Issue of Completion Certificate
 - (i). The Contractor shall guarantee the installation/work for a period of 12 months from the date of issue of completion certificate. Any damage or defect that may arise or lie undiscovered at the time of issue of completion certificate, connected in any way with the equipment or materials supplied by him or in the workmanship, shall be rectified or replaced by the Contractor at his own expense as deemed necessary by the Engineer-in-Charge or in default, the Engineer-in-Charge may cause the same to be made good by other workmen and deduct expenses (of which the certificate of Engineer-in-Charge shall be final) from any sums that may be then or at any time thereafter, become due to the Contractor or from his security deposit, or the proceeds of sale thereof, or of a sufficient portion thereof.
22. **Compensation for Delay:**

If the contractor fails to maintain the required progress or to complete the work and clear the site on or before the contract or justified extended date of completion as well as any extension granted in the event of any deviations resulting in additional cost over the tendered value.

The contractor without prejudice to any other right or remedy available under the law to IITG on account of such breach, pay as compensation the amount calculated at the rates stipulated below on the amount of accepted tendered value of the work for every completed day/month (as determined) that the progress remains below that specified or that the work remains incomplete.

Compensation for delay of work: With maximum rate @ 1% (one percent) / month of delay to be computed on per day basis based on quantum of damage suffer due to stated delay on the part of Contractor.
23. **Lowest quotes above 10% of the justified estimate will not be accepted in any case and fresh tender will be invited.**

To,
The HOS Engineering
IPM Section
Indian Institute of Technology Guwahati
Guwahati – 39

Sub: Submission of tender for the “Supply and installation of new Exhaust fan and wall fan at mess workers room in IITG Campus”.

Dear, Sir,

I/we do hereby submit our tender for **“Supply and installation of new Exhaust fan and wall fan at mess workers room in IITG Campus”** as per Notice Inviting Tender No. **IITG/IPM/NIT/C/2025-26/51, Dated: 14.08.2025.** The rates quoted by me / us are for the whole work in accordance with Notice Inviting Tender and Terms & Conditions.

Name of Firm/ Contractor:

Address for correspondence:

Signature of Contractor with seal:

Date:

Contact Phone No –

Email ID:

Enclosure:

- 1.
- 2.
- 3.
- 4.
- 5.

Seal & Signature of Tenderer

BILL OF QUANTITIES

NIT No: IITG/IPM/NIT/C/2025-26/51, Dated: 14.08.2025

**Supply and installation of new Exhaust fan and wall fan at mess
workers room in IITG Campus**