



**INDIAN INSTITUTE OF TECHNOLOGY BOMBAY**  
**ESTATE OFFICE**  
**NOTICE INVITING TENDER**

Telephone No. 022 2576-4060, 022-2159-6922 email id [drestate@iitb.ac.in](mailto:drestate@iitb.ac.in)

IIT Bombay invites digitally signed Technical Bid & Financial Bid for following work from the contractors having **similar** experience in Central Government Departments / State Government Departments / Central or State Autonomous Bodies / State or Central Public Sector Undertakings & Large Private Organizations. The detail of work is given below:

| Sr. No. | Name of Work                                                                                                                             | Estimated Cost (In Rs.)        | EMD (Rs.)   | RFX               | Duration of contract |
|---------|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-------------|-------------------|----------------------|
| 1       | Term contract for cleaning of overhead and underground water tank in various building of Academic area.<br><b>EO/A/ACAD/WKS-33/26-27</b> | Rs 14,77,052/-<br>Incl.18% GST | Rs.29,000/- | <b>6100003029</b> | <b>01 Year</b>       |

Intending bidders need to register themselves on the IIT Bombay portal i.e. <https://portal.iitb.ac.in/vrp/index.jsp> to get User ID and Password. Please visit [https://portal.iitb.ac.in/vrp/vrp\\_srm\\_docs.jsp](https://portal.iitb.ac.in/vrp/vrp_srm_docs.jsp) for configuration process and user manual. For queries regarding vendor registration, and configuration process please contact on 022 - 2159 3001 (MDM Help-desk).

All tender documents, forms, etc are available online on <https://www.iitb.ac.in/resources/vendors-tenders> and Central Public Procurement Portal (CPPP) e-tender publishing portal of the Government of India.

**Date and time of uploading of tender documents are from 08.05.2026 to 29.05.2026 till 11:15 a.m. Date of opening of Technical Bid will be 29.05.2026 at 11.30 a.m. and Financial Bid 03.06.2026 (Tentative).**

All contractors/agencies should submit technical bid with the following documents, failing to which their tender will be summarily rejected from the tendering process:

1) i. Experience of having successfully completed works during the last 7 years ending last day of the month previous to the one in which applications are invited :

Three similar completed works costing not less than the amount equal to **40%** of estimated cost put to tender,

OR

Two similar completed works, costing not less than the amount equal to **50%** of the estimated cost put to tender

Or

One similar completed work of aggregate cost not less than the amount equal to **80%** of the estimated cost.

ii. One completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to **40%** of the estimated cost put to tender with some Central Government Departments / State Government Departments / State or Central Autonomous Bodies / State or Central Public Sector undertakings.

2) Upload a copy of the information in respect of manpower/mandays for above said work must be given in undertaking with official signature and seal/stamp, otherwise tender will be rejected.

3) P. F. registration certificate.

4) P. F. challans of last 12months.

5) ESIC registration certificate and copies of ESIC challans of the last 12 months (as per the labourers engaged during a particular month). Contractor name should be mentioned in the challans else the agency will be disqualified. OR Contractors' all risks insurance (CAR policy)

6) PAN card.

7) GST registration certificate.

8) Income Tax Return for **assessment year** i.e. of **2023-24 ,2024-25 & 2025-26**.

9) List of Equipment's, Machinery, Tools.

10) List of Technical Staff with copies of their Degree/diploma certificate.

11) **Submit** DD/FDR/BG of Rs. 29,000/- in the name of "The Registrar, IIT Bombay" **before the opening of Technical Bid.** Contractors are also requested to upload a scanned copy of it to the online Tendering portal.

12) Power of Attorney, if any.

13) Proof of Constitution: An affidavit in case of Sole Proprietorship, Partnership Deed in case of Partnership Firm, Article of Association in case of Private / Public Limited Companies.

14) **Litigation history** of the agency is required to be upload along with the application. A tender would not be awarded if any inquiry proceeding / criminal case is found pending against the agency. If there is no enquiry then undertaking has to be uploaded in the format given.

15) Bank Solvency certificate 40% of estimated amount issued within one year from any Nationalized / Schedule Bank from the date of publishing of Tender.

16) Detail statement for work completed, work in hand including balance commitment of work should be enclosed for last three year commencing from 1st April and ended with 31st March and contractor should upload his details as per **Annexure'A'** format with support of xerox copies of work order and work completion certificates, otherwise the bid capacity will not be calculated and his technical bid will be summarily rejected.

#### **Terms & Conditions :**

**The documents listed below from Sr. No. 1 to 16 is mandatory for qualification in the technical bid evaluation process.**

The work will be executed with lowest bidder as per the terms and conditions of work order and tender documents signed by the lowest bidder.

The validity of the bids will be valid for 6 months from the date of opening of tender.

No work will be subletted to third party. If found payment of final bill will not be processed and the contractor's name will removed from the enlistment without giving him further notice.

The rates is prepared from CPWD DSR 2023 & Rate Analysis.

Contractors are strictly prohibited from engaging in any correspondence related to tender documents with anyone other than the Tender Section. Any violation will result in disqualification from all future tenders.

**No queries will be entertained within 24 hours prior to the opening of the tender. We kindly request all contractors to upload their quotations well in advance of the submission deadline to ensure a smooth and timely process.**

IIT Bombay reserve its rights to reject any or all tenders without assigning any reason and without any reference. IIT Bombay reserves the right to request a detailed justification of the quoted rates from the lowest bidder, if deemed necessary by the Engineer-in-Charge. Should the justification provided by the bidder be considered unsatisfactory or unsubstantiated, the Engineer-in-Charge shall have full authority to reject the bid, irrespective of it being the lowest.

*h. h. h. h. h.*  
**Superintending Engineer (I/C)**  
*Ok* *J. h. h.* *Ph*  
*07/15/26*  
*CR*  
*7/15/26*

### DECLARATION

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

(Signature of Authorized Signatory)

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

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

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

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

## INDEX SHEET

| Sr. No. | Content                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Page No. From - To |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 1       | Experience of having successfully completed works during the last 7 years ending last day of the month previous to the one in which applications are invited :<br>Three similar completed works costing not less than the amount equal to 40% of estimated cost put to tender, OR Two similar completed works, costing not less than the amount equal to 50% of the estimated cost put to tender Or One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost. |                    |
| 2       | Submit a copy of the information in respect of manpower/mandays for above said work must be given in undertaking with official signature and seal/stamp.                                                                                                                                                                                                                                                                                                                                                      |                    |
| 3       | Bank Solvency certificate 40% of estimated amount issued within one year from any Nationalized / Schedule Bank from the date of publishing of Tender.                                                                                                                                                                                                                                                                                                                                                         |                    |
| 4       | P. F. registration certificate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                    |
| 5       | P. F. challans of last 12months.                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                    |
| 6       | ESIC registration certificate and copies of ESIC challans of the last 12 months (as per the labourers engaged during a particular month).Contractor name should be mentioned in the challans else the agency will be disqualified.ORContractors' all risks insurance (CAR policy)                                                                                                                                                                                                                             |                    |
| 7       | PAN card.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |
| 8       | GST Registration certificate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    |
| 9       | Income Tax Return for assessment year i.e. of 2023-24 ,2024-25 & 2025-26.                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |
| 10      | List of Equipment's, Machinery, Tools.                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                    |
| 11      | List of Technical Staff with copies of their Degree/diploma certificate.                                                                                                                                                                                                                                                                                                                                                                                                                                      |                    |
| 12      | Earnest Money Deposit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    |
| 13      | Power of Attorney, if any.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |
| 14      | Proof of Constitution: An affidavit in case of Sole Proprietorship, Partnership Deed in case of Partnership Firm, Article of Association in case of Private / Public Limited Companies.                                                                                                                                                                                                                                                                                                                       |                    |
| 15      | Litigation history of the agency is required to be submitted along with the application. A tender would not be awarded if any inquiry proceeding / criminal case is found pending against the agency.If there is no enquiry then undertaking has to be submitted in the format given.                                                                                                                                                                                                                         |                    |
| 16      | Annexure 'A'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    |
| 17      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                    |
| 18      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                    |

**Signature & stamp of the Contractor**

**TO BE UPLOADED ON SRM TENDERING PORTAL WITH FINANCIAL BID**

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

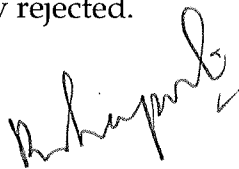
File No. : EO/A/ACAD/WKS-33/26-27

Name of Work : Term Contract for cleaning of Overhead and Underground water tanks in various buildings of Academic area.

Name of the Contractor -----

| Sr. No.                    | Name of Client | Name of Works | 2022-23<br>(In Lakhs) | 2023-2024<br>(In Lakhs) | 2024-2025<br>(In Lakhs) | 2025-2026<br>(In Lakhs) |         |
|----------------------------|----------------|---------------|-----------------------|-------------------------|-------------------------|-------------------------|---------|
|                            |                |               |                       |                         |                         | Completed               | Balance |
|                            |                |               | -                     | -                       | -                       | -                       | -       |
|                            |                |               | -                     | -                       | -                       | -                       | -       |
| Total Amount<br>(In Lakhs) |                |               | -                     | -                       | -                       | -                       | -       |

Note : Contractor must submit his details as per Annexure 'A' with declaration stating that **he is possessing all the original copies of work orders and experience certificates, it will be produced as and when required to IIT Bombay.** However, if it is found false at later stage, the contractor will be debarred or blacklisted. Whereas, if information is not submitted as per Annexure 'A' format his bid capacity will not be calculated and his tender will be summarily rejected.

  
Superintending Engineer (I/C)


Signature of Contractor  
Name & Address in full

## WORKS UNDERTAKING

EO/A/ACAD/WKS-33/26-27

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

Sub : Term Contract for cleaning of Overhead and Underground water tank in various buildings of Academic area.

Dear Sir,

We are hereby quoting all the rates for the attached schedule of short tender of the above mentioned job.

We hereby accept & signed all the General Terms and Conditions and special Conditions of Contract.

The work will be completed within specified time limit of One Year as mentioned in the notice inviting for short tenders.

The following information is required to be provided.

I / We agree to keep the tender open for One Hundred and Eighty (180) days from the due date of its opening / One Hundred and Eighty days from the date of opening of financial bid in case tenders are invited on 2/3 envelope system and not to make any modification in its terms and conditions.

|                                                        | Male | Female |
|--------------------------------------------------------|------|--------|
| No. of Unskilled casual labour to be required per day. |      |        |
| No. of Skilled casual labour to be required per day.   |      |        |
| Total Mandays required for completion of work.         |      |        |

Thanking you,

Yours faithfully,

Signature of the Contractor  
With official Seal / Stamp of the firm

INDIAN INSTITUTE OF TECHNOLOGY, BOMBAY  
MUMBAI POWAI-400 076.

EO/ACAD/WKS-33/26-27

ESTATE OFFICE

Name of work:- Term contract for cleaning of Overhead and Underground water tanks in various buildings of Academic area.

Schedule of work

| Sr. No. | Description of work                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Qty.    | Unit |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------|
| 1       | Cleaning of terrace/loft water storage tank (inside surface area) upto 2000 litre capacity at all heights with coconut brushes, duster etc., removal of silt, rubbish from the tank and cleaning the tank with fresh water disinfecting with bleaching powder @ 0.5gm per litre capacity of tank including marking the date of cleaning on the side of tank body with the help of stencil and paint and disposing of malba all complete as per direction of Engineer-in-Charge. (The old date already written on tank should be removed with paint remover or black paint and if date is not written with the stencil or old date is not removed deduction will be made @ Rs. 0.10 per litre) (if during cleaning any GI fittings or ball cock is damaged that is to be repaired by contractor at his own cost and nothing extra will be paid on this account)                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 8000    | Ltr  |
| 2       | Cleaning the overhead water tanks/Under Ground tanks of capacity more than 2000 ltr of R.C.C, or any other tank on the roof /under ground of buildings by thoroughly cleaning with wire brush / coir brush & using water jet cleaner to clean all the algae, sludge and impurity accumulated even in the smallest pores of the water tank including closing the inlet and outlet water supply line, plugging the outlets inside the tanks with cotton and removing it after cleaning the tank, providing pump to remove water, finally washing the tank with diluted bleaching powder or potassium permanganate or disinfection of tank using imported food grade chemical disinfectant which also has a residual effect. After the final cleaning the entire inside surface to be dried including writing the date of cleaning on the side of tanks as "cleaned on. ...." etc. Complete & then ensure the water supply is regular or not due to air locking including removing & refixing the ball cock & rod after cleaning the tank, if not regular the water supply be restored by removing air lock if any, etc.all complete as directed. (Note:-1.if during cleaning any GI fittings or ball cock is damaged that is to be repaired by contractor at his own cost and nothing extra will be paid on this account) | 2599900 | Ltr  |

- 1) Note : This schedule of work is given for reference purpose only. Contractors are requested to quote your rates online in financial bid.
- 2) If you will engage labourer 20 or more any day, you have to get labour licence as per contract Regulation & Abolition Act 1970 Rule 1971, and also, you have to keep all such record for inspection to the Principal Employer. If you will engage labour up to 10 Nos. per day, you have to file returns after completion of work as per Building & Construction Act to the Office of Regional Labour Commissioner (Central), Sion, Mumbai.
- 3) This work is to be executed as per the the clauses mentioned in the tender document signed by you. In addition to the existing safety clause of the tender document a penalty of Rs.5,000/- per case will be recovered from the bills of the particular works, in case any such safety violations are noticed.
- 4) 01% amount will be deducted from the bills for safety related measures which will be reimburse along with the final bill.
- 5) Taxes as per government notification time to time.
- 6) Contractor must pay GST Taxes to concern authority within 30 days time limit after receipt of payment from IIT Bombay & said record must be submitted to IIT Bombay Accounts Section, otherwise action will be taken as deemed fit.
- 7) If any malpractices / fraud / negligent professional behaviour or any discrepancy / inconsistency / disparity / deviation / disagreement / dissimilarity / mismatch noticed, their contract will be terminated by issuing one month notice by following legal procedure and will be blacklisted and informed to all Government Authorities and Organisations.

Superintending Engineer (I/C)

*[Signature]*  
R. 07/15/24 Dik. # fair  
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