



Institute of Infrastructure, Technology, Research And Management

(An Autonomous University established by Government of Gujarat)

IITRAM Campus, Parishkar Complex, Near Khokhra Circle,
Maninagar (East), Ahmedabad – 380026, Gujarat.

E-MAIL: office@iitram.ac.in

website: www.iitram.ac.in

EOI No. IITRAM/EOI/WT/2023/07

Date:24/03/2023

EXPRESSION OF INTEREST (EOI)

Important Information:

Name of Work:	Supply of water tanker at IITRAM Hostel Campus (AMC Staff Quarters, Nr. Somnath School, Khokhra (East)), Ahmedabad through Rate Contract.
Date of Issue of EOI	24/03/2023
Earnest Money Deposit (EMD)	Rs.21,000/- (<i>Refundable</i>)
Last date & time for EOI physical bid submission	13/04/2023 till 05.00 p.m
Date & Time for technical bid opening	17/04/2023 at 11.30 a.m
Date & Time for financial bid opening	To be announced later through email
EOI Inviting Authority and Address	The I/c. Registrar, Institute of Infrastructure, Technology, Research And Management, Near Khokhra Circle, Maninagar (East), Ahmedabad – 380026, Gujarat.

INSTITUTE OF INFRASTRUCTURE, TECHNOLOGY, RESEARCH AND MANAGEMENT

EXPRESSION OF INTEREST (EOI)

Inviting quotation through Expression of Interest (EoI) for supply of water tanker at IITRAM Hostel Campus (AMC Staff Quarters, Nr. Somnath School, Khokhra (East)), Ahmedabad through Rate Contract

Institute of Infrastructure, Technology, Research And Management (IITRAM) has been established by the Government of Gujarat as an Autonomous University vide Act No. 05 of 2013. IITRAM offers Bachelor of Technology and Master of Technology programs in Civil Engineering, Mechanical Engineering, Electrical Engineering and Computer Science Engineering. Institute also offers Ph.D. studies in various fields of Basic Sciences, Engineering, Humanities and Social Sciences.

Expression of Interest (EOI) are invited from the interested and eligible contractors to “Supply of water tanker at IITRAM Hostel Campus (AMC Staff Quarters, Nr. Somnath School, Khokhra (East)), Ahmedabad through Rate Contract.

A) Eligibility Criteria:

All the bidders are required to submit the copy of following documents:

- 1) Copy of firm Registration
- 2) Copy of PAN card
- 3) Copy of Goods and Service Tax (GST)
- 4) Income Tax Return (ITR) of Last three years
- 5) The bidder must have a representative office in Ahmedabad, Gujarat. The proof of the same is required to be submitted.
- 6) The bidder must have to use registered vehicles for the work and the details of that vehicle must be submitted.
- 7) The bidder will have to produce all necessary documents as mentioned in this EOI and performance may be given on the basis of their work experience.
- 8) The bidder have to submit a Demand Draft of Rs.21,000 (Rupees: Twenty One Thousand Only) in favour of “IITRAM” as EMD.
- 9) Any bidder if their services/contract is terminated before the completion of contract by any organization due any reason, shall not be considered for this EOI.
- 10) The bidder has to submit tender documents duly filled & signed with the stamp on each page of the t document and on the enclosures to show that the bidders have read and understood all the details and terms & conditions of the tender thoroughly.
- 11) All the bidders must submit all the necessary self-attested documents in physical form.

B) General Terms and Conditions:

- 1) The rates quoted by the bidder shall be fixed for the entire duration of rate contract.
- 2) Taxes should be paid as per Goods and Service Tax (GST) norms.
- 3) The offer shall be valid up to 60 (sixty) days from the date of opening of EOI bid.
- 4) If the work is not found satisfactory or bidder is not following the instructions of Institute authorities, then the contract will be terminated.
- 5) The successful bidder only, who has been given the contract has to provide all the services. Any other party or sub-agency should not be given the task by the selected bidder. If found doing so, the security deposit will be forfeited and the contract will be terminated.
- 6) During the contract period, if any person of bidder is found tormenting the rules of the contract, the contract will be terminated as well as the security deposit amount will be seized. In this case, bidder with whom the deal is finalized will not have any right for legal action.
- 7) If any person of bidder is found causing harm to Institute property or stealing anything, the sole responsibility will remain with the bidder and bidder will be responsible to compensate the losses besides facing penal action.
- 8) If any bidder by one or other way is found engaged in any sort of forcing or influencing on selection procedure, then such bidder's tender will be disqualified.
- 9) At the time of opening the tender, the representative bidder can remain present if they wish as per schedule declared by the Institute.
- 10) The Institute may accept or reject any tender without assigning reasons thereof.
- 11) If any person of bidder get harmed/ meets with any sort of accident or permanent physical disability, the bidder will be solely responsible and liable to meet statutory obligations.
- 12) If the person of bidder met with any sort of accident or physical injury/ death occurrences etc., then the bidder will be legally responsible to attend. The Institute will not be responsible for paying any medical allowance, cost for any loss, price for medicines etc. in this regard.
- 13) If any of the person from the Institute suffers any sort of material or physical harm by any person of the bidder, the bidder will be solely responsible to compensate the loss caused by its employees. The bidder will have to repay on its own. If it is not paid by the bidder, the payment will be done from the bill amount.
- 14) Selected bidder will have to supply the water tanker at IITRAM Hostel Campus. So the purpose is limited to this contractual tasks only. No other activities like other business or work will be allowed in premises.
- 15) The changes in contract, cancellation of contract, cancellation of any term or condition as well as the interpretation of the same will be considered as per the only authority of the Institutional office.

- 16) In case of any third party claim against IITRAM for any act of the employees of the bidder, the bidder shall act as guarantor and indemnify IITRAM to the extent of all claims and expenses arising out of this work contract.
- 17) The bidder will take appropriate safety measures while supplying water.
- 18) The Institute shall have no liability in any case to compensate the bidder due to natural calamities or for the reasons beyond the control of the Institute.
- 19) The tender is liable to be rejected if complete information is not given therein or if the particulars asked for in tender not fully filled in. Particular attention must be paid to the satisfactorily work completion and also to the particulars referred to in the conditions of this tender.
- 20) EOI not complying with the terms & conditions mentioned therein are liable to be rejected at the sole discretion of IITRAM without any further reference/ communication.
- 21) This tender is not transferable.
- 22) IITRAM reserves the right to choose, accept or reject any or all requests/ deviations/ offers, in full or part and also reserve the right at any stage to reduce or increase the quantity and split/cancel the order.
- 23) All or any Claim(s), dispute(s) or difference(s) arising out of or in connection with this agreement shall be subject to the Jurisdiction of the Courts at Ahmedabad only.
- 24) If the bidder is blacklisted by Central Government or State Government or any other Government body then its submitted tender will be rejected.
- 25) It shall be deemed that the bidder have undertaken a visit to IITRAM and is fully aware about the scope of work prior to the submission of the tender document.
- 26) No bidder shall withdraw rates after the tender is opened. If bidder does so, tender related deposit/s shall be forfeited and such bidder shall be considered ineligible for work/contract in future.
- 27) In any case the decision of IITRAM authority will be considered as final and binding to all.
- 28) Any increase or decrease in quantity will be considered on pro-rata of quoted rate.
- 29) **Performance Security:** The successful contractor shall be required to deposit Performance Security from any Nationalized Bank for Rs.35,000/- (Rupees: Thirty-Five Thousand Only) for the contract duration plus additional two months in favor of "IITRAM" within 30 days of the receipt of the work order. If the firm fails to comply with the above requirements within the said period, the EMD already deposited by him/ them shall be applicable for forfeiture and such firm shall be considered ineligible for work/contract in future.
- 30) This Performance Security will be returned (without any interest) within 60 days after satisfactorily completion of contract period.
- 31) If there happens to be a holiday on any date indicated in this tender, the transaction shall be performed on the next working day.
- 32) The daily requirement of tanker is approximately 3-7 water tanker. Institute representative would update the exact requirement on weekly basis.

The timing for the said work is are as follows:

Morning	06:00 AM to 08:00 AM
After Noon	02:30 PM to 04:30 PM

C) Submission of bid:

- 1) The tender documents can be downloaded from website www.iitram.ac.in or can be collected from IITRAM office. The fully filled in and complete in all respect EOI documents must be submitted with EMD.
- 2) EMD should be submitted in form of Demand Draft in favor of the “IITRAM” payable at Ahmedabad. Please mention EoI number and name of bidder on back side of DD.
 - a. The EMD is refundable (without any interest) within 30 (Working) days after successful award of Purchase Order:
 - i. EMD of unsuccessful contractors will be returned within 30 (thirty) working days from the date of awarding offer.
 - ii. EMD of successful contractors will be returned within 30 (thirty) working days after submission of Performance Security.
 - iii. The EMD shall be forfeited:
- 3) If the bidder withdraws his bid during the validity period of the bid.
- 4) The bidder has to submit the EoI in two parts viz, (1) Technical Bid and (2) Financial Bid in separate envelopes, both covers kept in a single envelop, super scribed with **“Supply of water tanker at IITRAM Hostel Campus (AMC Staff Quarters, Nr. Somnath School, Khokhra (East)), Ahmedabad through Rate Contract”**
- 5) The bidder has to submit the technical bid in two parts viz, (a) Technical detail and (b) EMD Cover in a single cover.
- 6) EMD cover shall contain DD of EMD.
- 7) Technical bid shall consist of technical details as per INDEX. The duly signed tender form shall be submitted with this bid by the bidder.
- 8) Technical bid and demand draft should be sealed in different covers with the respective post-script on the cover and then both the covers should be sealed in a single cover.
- 9) Bidders have to submit all the required documents as mentioned in this tender in physical copy through RPAD, speed post or in person till the last date and time prescribed for submission.
- 10) Bidders are required to submit INDEX (physical) showing the page numbers as per attached documents for each requirement of documents mentioned in this tender and also mention Yes/No (in table) based on the documents attached. All the bidders are require to arrange & submit the documents as mentioned in the sequence of Index only. Bidders are instructed not to attach any unnecessary documents.
- 11) The bidder has to submit Financial Bid (Annexure-I) in a separate sealed envelope kept in main Envelope.

- 12) First, the technical bids will be opened.
- 13) Financial bids will be opened for technically qualified bidders only.
- 14) Successful bidder who is selected for the contract will have to execute a contract on a specified format using Rs.100/- Non Judicial Stamp paper.
- 15) Incomplete or Conditional tender will not be considered.
- 16) The bidder has to provide Annexures and documents mentioned in this tender duly signed, stamped & sealed manner on all pages of it. Without this information, tender submitted will be rejected.**

D) Evaluation of Quotations:

The tender evaluation committee of Institute will evaluate and compare the received quotations to determine the substantially responsive tender i.e. (i) tender is complete (ii) properly signed (iii) confirm the terms/conditions and specifications. Further, the financial evaluation will be done only for the substantially responsive tender based on the price as per Annexure – I (Format of Quotation).

E) Award of Contract:

- 1) IITRAM will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 2) Notwithstanding the above, IITRAM reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of contract without giving any reason.
- 3) The bidder whose bid is accepted will be notified of the award of contract by IITRAM prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the work order.
- 4) After completion of procedure for selection of lowest bidder, the work order will be issued.
- 5) IITRAM Ahmedabad shall reserve the right to terminate the contract after giving one (01) month prior notice in writing.

F) Penalty: Not maintaining records of supply of water tanker would invite a fine of Rs.1000/-

G) Terms of Payment:

- 1) The payment in INR will be released through the “CROSSED BANK CHEQUE” instrument against monthly Tax-Invoice within 30 days’ credit period.
- 2) All the invoices will be strictly submitted as per the rates quoted/ agreed by the contractor and no additional charges/ price shall be considered during the rate contract.
- 3) The bidder will have to present two copies of bill for supplying total water tanker on monthly basis. With this, register having authorized signature from Institute authority regarding providing water supply on daily basis will have to be submitted (Annexure-II) to get examined by the office and if found worthy, after the necessary deduction of the tax, the payment will be made within 30 days.

4) Advance payment will not be made under any circumstances.

Address for submission of physical bid:

To,
The I/c. Registrar,
Institute of Infrastructure, Technology, Research And Management,
Near Khokhra Circle, Maninagar (East),
Ahmedabad – 380026, Gujarat.

I/c. Registrar

FINANCIAL BID

(Format for Submission of Financial Details)

(Data Sheet to be submitted in a separate sealed envelope in main envelope)

Sr. No.	Particulars	Rate (Per Unit) (Without GST)	Applicable GST Slab Rate (%)
1	Providing water tanker (5000 ltr.) on daily basis at AMC Staff Quarters, Nr. Somnath School, Khokhra (East)), Ahmedabad through Rate Contract.		

Note:

- a) L1 will be considered on basis of the lowest prices quoted.
- b) The daily requirement of tanker is approximately 3-7 water tanker. The timing for the said work is are as follows:

Morning : 06:00 AM to 08:00 AM
After Noon : 02:30 PM to 04:30 PM

Seal & Signature of the Contractor

Date:

Place:

Annexure - II
FORMAT FOR MAINTAINING RECORDS

Month:					
Sr. No.	Date	Time	Vehicle No.	Driver Name	IITRAM Authorized Sign.

Annexure-III
FORMAT FOR SUBMISSION OF COMPANY DETAILS

Sr. No.	Particulars	Details to be filled by the organization
1	Name of firm / organization/ establishment / company	
2	Registered Office Address with Telephone and e-mail	
3	Correspondence Address with Telephone and e-mail	
4	Details of the authorized person (Name, designation, address) with Telephone and email	
5	Is the firm - Government/Public Sector Undertaking Proprietary Firm Partnership firm (if yes, give partnership deed) Limited Company or Limited Corporation Member of a group of companies (if yes, give name and address, and description of other companies): Subsidiary of a large corporation (if yes, give the name and address) of the parent organization) If the company is subsidiary, state what involvement if any, will the parent company have in the project	
6	Permanent Account Number (PAN) of the firm	
7	GST Number of the firm	
8	Is the firm blacklisted in Semi Govt. / State Govt. / Central Govt./ Govt. Undertaking? If Yes, provide the details.	Yes / No

Seal & Signature of the Contractor

Date:

Place:

(To be printed on Firm's Letter Head)

Annexure-IV

Declaration by the Contractor

1. I/We certify that I/We have gone through & agree to the terms & conditions of tender and undertake to comply with them during the contract period.
2. I/We certify that, I/We have neither been blacklisted nor debarred from participating in future tenders by any State Government / Central Government organizations.
3. I/We certify that each self-attested copy of various documents/certificates attached are true of best of my/our knowledge and no erasing/ overwriting/ cuttings/ corrections has been done by me/us.
4. I/We, hereby, agree to all the terms and conditions, stipulated by the IITRAM in this connection including penalty etc.
5. I/We understand that IITRAM reserves the right to reject any or all tenders including the lowest quotation without assigning any reasons (s) thereof.
6. I/We agree that in case of failure to provide services on time, IITRAM is free to obtain services from other service provider at my/our risk and cost.

Seal & Signature of the Contractor

Date:

Place:

INDEX

All the bidders must submit all the necessary self-attested documents in physical form.

Bidders are required to submit index (in physical) showing the page numbers as per attached documents for each requirement of documents mentioned in this EOI and also mention Yes/No (in below table) based on the documents attached. All the bidders are required to arrange & submit the documents as mentioned in the sequence of Index only. Bidders are instructed not to attach any unnecessary documents.

Sr. No.	List of documents attached (self-attested)	Please mention below Yes/No (based on your submitted documents)	Page Number
1	Copy of firm Registration		
2	Copy of PAN Card		
3	Copy of GST registration		
4	Copy of last three year ITR		
5	Proof of registered office in Ahmedabad, Gujarat		
6	Duly filled, signed & stamped on each page of EoI document & all enclosures and Annexures		
7	DD of EMD		

Seal & Signature of the Contractor

Date:

Place: