

INSTITUTE WORKS DEPARTMENT INDIAN INSTITUTE OF TECHNOLOGY ROORKEE

No. IWD/ IE/ E-Tender/ 55

Dated: August 06 , 2026

NOTICE INVITING TENDER (INVITATION FOR BIDS)

On behalf of B.O.G., Institute Works Department (IWD), IIT Roorkee invites online **Percentage cum item Rate E-Tenders** in two Bid system (1. Technical 2. Financial) from competent, experienced and resourceful contractors having experience of working in Government, Public Sector Undertaking / Autonomous Organization of the Central / State Government for the below mention work: -

बी.ओ.जी. की ओर से, संस्थान कार्य विभाग (संका०वि०), आई.आई.टी. रुड़की, सरकारी, केंद्र/राज्य सरकार के क्षेत्रीय उपक्रम/स्वायत्त संगठन, सार्वजनिक क्षेत्र में काम करने का अनुभव रखने वाले सक्षम, अनुभवी और साधन संपन्न ठेकेदारों से दो बोली प्रणाली (1. तकनीकी 2. वित्तीय) में ऑनलाइन प्रतिशत सह आइटम दर ई-निविदाएं निम्नलिखित कार्य के लिए आमंत्रित करता है –

Name of the Work	Estimated Cost (Approx.)	Completion Period (Months)
Hiring of services for mechanized and manual housekeeping and sanitation work in WEST zone including Hostels at IIT Roorkee.	Rs. 4.83 Crore	12 months

1. Intending bidders are advised to visit IIT Roorkee website www.iitr.ac.in (https://www.iitr.ac.in/administration/pages/Tenders_EOI.html) and Central Public Procurement Portal (CPMP) <http://eprocure.gov.in/app> regularly till closing date of BID submission of tender for any corrigendum / addendum/ amendment.

Critical Data Sheet

Sr. No.	Name of Organization	Indian Institute of Technology Roorkee
1	Tender Type (Open/Limited/EOI/Auction/Single)	Open
2	Tender Category (Services/Goods/Works)	Services
3	Type/Form of Contract (Work/Supply/ Auction/ Buy/ Empanelment/ Sell)	Work
4	Product Category (Civil Works/Electrical Works / Fleet Management / Computer Systems)	Sanitation & Housekeeping Work
5	Date of Issue/Publishing Original Tender	07.08.2026 (18:00 Hrs)
6	Document Download / Sale Start Date	07.08.2026 (18:00 Hrs)
7	Pre-bid Meeting	NIL
8	Seek Clarification Start Date	NIL
9	Seek Clarification End Date	NIL
10	Bid Submission Start Date	18.08.2026 (13:00 Hrs)
11	Bid Submission Closing Date	31.08.2026 (13:00 Hrs)
12	Bid Opening Date	01.09.2026 (15:30 Hrs)
13	Tender Fee	Tender fee of Rs.1180 (Rs. 1000 Tender Fee + Rs. 180 18% GST Extra) (Non-refundable)
14	EMD	Rs. 9,70,000.00 (Rs. Nine lakhs Seventy thousand rupees only)
		By RTGS, NEFT in below mentioned account no.: 1. Name of Bank- State Bank of India 2. Branch- IIT Roorkee 3. Account No.- 43508683377

		4. Account Name- IITR EMD AND TENDER FEE ACCOUNT (Account Type – Saving Account) 5. IFS Code – SBIN0001069 5. MICR Code – 247002094 The bidders shall be required to upload the scanned copies of transaction of payment of Tender Fee/ EMD including e-receipt (clearly indicating UTR No. & Tender Reference i.e. NIT No. must be entered in the remark at the time of online transaction of payment, failing which payment may not be considered) at the time of online bid submission on e tendering website. <u>OR</u> 1. Tender Fee: In shape of Demand Draft in favour of Registrar, IIT Roorkee payable at Roorkee. 2. EMD: In the form of Bankers Cheque / Demand Draft / FDR in the name of Institute Engineer, IIT Roorkee. Scanned copy of Tender Fee/ EMD to be uploaded in Cover-1 and Tender fee/EMD in original in sealed envelope should reach on or before the last date and time of bid submission to the address mentioned below: Office of the Executive Engineer (Civil), Institute Works Department, James Thomason Building (Main Building) IIT Roorkee, Roorkee Haridwar, Uttarakhand-247667. <u>Instructions for submission of Tender Fee & EMD (in case of Bankers Cheque / Demand Draft / FDR).</u> 1. NIT number & Name of the Work should be clearly super scribed on the top of the envelope with firm's/ bidder's name & address. Bids may be rejected if NIT number & Name of the Work is not mentioned on the Envelope. 2. Bids shall be considered as UNRESPONSIVE and shall be summarily rejected in the case of non-submission of original EMD and Tender fee on or before the last date and time of bid submission OR if any discrepancy is found at any stage. <u>OR</u> NSIC/MSE certificate comprising relevant category of work should be uploaded for tender fee and EMD Exemption. Also, the bidder has to submit an undertaking regarding Bid Security Declaration as per Annexure-I.
15	Performance Guarantee (5%)	Performance Guarantee shall be 5% of the Estimated Cost put to tender (ECPT) or contract amount whichever is higher, or as prescribed from time to time and shall be submitted in the form of Bankers Cheque/DD/ FDR/Bank Guarantee in the name of Institute Engineer, IIT Roorkee, after issue of Letter of Acceptance (LOA). The PG must be valid for a minimum period of 06 months beyond the date of completion of all contractual obligations.
16	Security Deposit (5%)	5% of awarded value shall be submitted in the form of Bankers Cheque /DD / FDR / Bank Guarantee in the name of Institute Engineer, IIT Roorkee after issue of Letter of Acceptance (LOA).
17	Additional Performance Guarantee	A. A bid will be treated as abnormally low if the quoted bid amount is lesser than 80% of the estimated cost put to tender. B. Requirement of Additional Performance Guarantee (APG): In case of abnormally low bids as defined above, the bidder shall be required to submit Additional Performance Guarantee

		(APG) in addition to the standard Performance Guarantee (PG). the amount of Additional Performance Guarantee (APG) shall be equivalent to the difference between the 80% amount of ECPT and quoted amount. (e.g. if ECPT is A and quoted amount is 0.7A then the amount of APG shall be 0.8A – 0.7A). The Additional performance Guarantee (APG) Shall be in the prescribed format of Performance Guarantee and has to be submitted within the time frame prescribed for submission of Performance Guarantee the other terms and conditions of release etc. of APG shall be same as that of PG
18	No. of Covers (1/2)	02 (Cover-1 for Technical+ Cover-2 for Financial)
19	Bid Validity Days (180/120/90/60/30)	90 days (from last date of opening of financial bid)
20	Price Bid	To be uploaded only on CPP Portal (http://eprocure.gov.in/eprocure/app) in excel sheet.
21	Address for submission of documents or other communication.	Institute Engineer, Institute Work Department, James Thomason Building, IIT Roorkee, Roorkee-247667 (India), Tel. No. 01332-285266
22	Email Address	ie@iitr.ac.in / nepalaad@iitr.ac.in / jitendra.aee@iitr.ac.in

2. Eligibility Criteria for submission of bid documents:

(a) Experience of having successfully completed similar work individually costing not less than as stated below during the last 7 years ending previous day of last date of submission of bids.

- (i) Three similar works, each of value not less than **40%** of the estimated cost,
OR
- (ii) Two similar works, each of value not less than **60%** of the estimated cost,
OR
- (iii) One similar works of value not less than **80%** of the estimated cost,

Completion certificate issued by Competent Authority will only be considered. Competent Authority means officer of not below the Rank of Executive Engineer/ Equivalent would be acceptable.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to last date of receipt of applications for this tender. (Copy of work completion certificate to be uploaded as proof of eligibility criteria in Cover-1)

(b) Similar works mean: - “Outsourcing of Manpower for manual and mechanized Sanitation, cleaning, Housekeeping/ road sweeping & Sewer Line cleaning related works”.

3. Turnover: The average annual turnover CA certificate preferably with UDIN on similar works should be at least **50%** of estimated cost during the immediate last 3 consecutive Financial Year (2022-23, 2023-24, 2024-25) balance sheet duly audited by Chartered Accountant. (**Scanned copy of Certificate from CA to be uploaded**). The year in which no turnover is shown would also be considered for working out the average.

4. Institute reserves the right to cancel any or all tenders without assigning any reason.

List of Documents to be scanned and uploaded under Cover-1 on e-tendering website and submitted up to the last date and time mentioned in Critical data sheet:

Note: Physical submission of their documents is not required at the time of uploading of tender by bidders, however these documents should be submitted by bidder, if asked by the institute subsequently for verification of documents.

- Documents regarding legal status of firm and written power of attorney of the signatory.
- Proof of online submission of Tender Fee & EMD and Declaration as per Annexure-I
- Copy of work completion certificate to be uploaded as proof of eligibility criteria.
- Notarized Undertaking(s) as per the tender document.
- The Average Annual Turnover CA Certificate preferably with UDIN should be at least 50% of estimated cost during the immediate last 3 consecutive Financial Years (2022-23, 2023-24, 2024-25).
- GST registration certificate.
- PAN.

8. Copy of valid ESIC registration certificate
9. Copy of valid EPFO Registration certificate
10. Bank Solvency certificate: Bidder should have to submit valid solvency certificate of the amount at least 40% of the estimated cost of the work issued by a scheduled bank which is not more than one year old from the last date of tender submission (including extension time). Certified copy of original solvency certificate to be uploaded in cover-1.
11. Copy of Valid Labour Registration Certificate.
12. Documents as required in Bid Evaluation Process at Annexure-B

Note:

1. **If any information furnished by the bidder is found as false/ fabricated then his/her bid will be rejected and treated as cancelled, even if the same is detected at any stage of the contract and would lead to termination of the contract beside forfeiture of EMD /Security deposit or both and liabilities towards prosecution under appropriate law.**
2. **Each Page of the bid document shall be signed and stamped by the bidder or Authorized Signatory.**

List of Documents to be uploaded up to the last date and time mentioned above in Cover-2 (Financial Bid):

1. Duly filled in priced BOQ.

Kindly note that no physical submission of duly filled in BOQ is required and it is to be uploaded only on e-tendering website.

**-Sd/-
Institute Engineer,
IWD, IIT Roorkee**