



भारतीय प्रौद्योगिकी संस्थान इंदौर
सिमरोल, खंडवा रोड, इंदौर, पिन- 453552

Indian Institute of Technology Indore
Simrol, Khandwa Road, Indore- 453552

**REQUEST FOR PROPOSAL (RFP)
FOR
VEGETABLE AND FRUIT SHOP AT IIT INDORE**

सहायक कुलसचिव
(सेवा अनुबंध)
Assistant Registrar
(Service Contracts)

**Service Contracts Section
IIT Indore**

**4th Floor Western Wing (Toward's Gate-1)
Abhinandan Building, Simrol
Khandwa Road, Indore- 453552**

Tel.: 0731-6603408/3369, Email: servicecontracts@iiti.ac.in

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दूरभाष: 91-0731-6603369/3408
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Request for Proposal (RFP)
for
Vegetable and Fruit Shop at IIT Indore

Indian Institute of Technology Indore (IITI) is a one of the premier institutions of science & technical education of Ministry of Human Resource Development, Government of India.

The institute has a sprawling campus of around 501 acres with a community of approx. 3000 members that is likely to grow to more than 5000 within a few years. The community includes students, faculty and staff etc.

Request for Proposal (RFP) for Vegetable and Fruit Shop at IIT Indore service providers are invited from reputed and branded firms having relevant experience in owning and/or providing Vegetables and Fruits in academic institutes like IITs, IIMs, IISERs, NITs, IIITs, premium universities and autonomous colleges and who are permitted to do business with Government, educational and research institutes, PSUs, autonomous bodies etc. in India.

IITI reserves the right to: a) reject/modify/change the scope of business of any or all the proposals without assigning any specific reason whatsoever; b) not bind it to accept the lowest or any proposal; and c) accept the whole or any part of the proposal and the firm shall be bound to perform the same at the quoted rates. Canvassing in connection with tender/quotation is strictly prohibited.


Assistant Registrar (Service Contracts)

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SCHEDULE OF REQUIREMENTS

Sl. No.	Event	Date and Time/ Remarks
01	निविदा अपलोड करने की तिथि Date of uploading of Tender	From February 20, 2025 http://www.iiti.ac.in/tender_mms.php
02	बोली-पूर्व बैठक के लिए प्रश्न प्रस्तुत करने हेतु Submission of Queries for Pre-bid meeting	Upto February 27, 2025 at 02.00 PM, (IST) Format for Submission of Queries enclosed as Chapter 14
03	बोली-पूर्व बैठक की तारीख और समय Date & Time of Pre-Bid Meeting	February 27, 2025, at 03.00 PM (IST) The pre-bid report will be uploaded on the website will be a part of the tender document
04	बोली-पूर्व बैठक स्थल Venue for Pre-Bid Meeting	Pre-bid meeting will be in MM Section, 4th Floor Western Wing (Toward's Gate-1), Abhinandan Building, IIT Indore, Khandwa Road, Simrol, Indore- 453552
05	ऑनलाइन बोली जमा करने की अंतिम तिथि और समय (तकनीकी और वित्तीय बोली) Last date & Time of Submission of Bids Online (Technical and Price Bid)	March 13, 2025 upto 03:00 PM Please refer tender Terms at IIT INDORE'S website
06	तकनीकी बोलियाँ खोलने की तिथि एवं समय Date & Time of Opening of Technical Bids	March 13, 2025, at 03.30 PM (IST) Please refer to tender Terms at IIT INDORE'S website
07	Earnest Money Deposit	Rs. 5,000/- should be deposited online as EMD and the transaction receipt of the same should be attached with the RFP document.
08	निविदा के संबंध में सभी संचार को संबोधित करने हेतु Address for all communication:	Assistant Registrar, Service Contracts Section 4th Floor, Abhinandan Bhawan (West Wing), Indian Institute of Technology, Indore Khandwa Road Simrol, Indore- 453552 Tel.: 0731-660 Ext 3369/3408 Email: servicecontracts@iiti.ac.in
09	Contract Period	The initial period of contract will be for 02 years from the date of issue of LOI with a provision to extend the contract for a further maximum period of 02 years subject to satisfactory performance, on the same terms and conditions at the absolute discretion of the IIT INDORE.
10	Tender to be submitted in	Tender Box at Ground Floor, Abhinandan Building, IIT Indore, Khandwa Road, Simrol, Indore- 453552
11	All the communications with respect to the tender shall be addressed to:	Assistant Registrar, Service Contracts IIT Indore, Fourth Floor, Abhinandan Building, Khandwa Road, Simrol, Indore- 453552 Tel.: 0731-6603369/3408 Email: servicecontracts@iiti.ac.in

The bidders shall send sealed proposal super scribing "Request for Proposal (RFP) for "Vegetable and Fruit Shop at IIT Indore" with RFP No. and Due Date.

Assistant Registrar (Service Contracts)

सामान्य नियम और शर्तें /General Terms & Conditions

1. **Submission of tender:** Proposal should be submitted in single envelope- technical and financial.
2. **Envelope:** Signed and sealed entire RFP, Terms & Conditions and Forms.
3. The tenderer is advised to visit the IITI on any working day **between 10:00 hrs and 17:00 hrs** to assess the nature and quantum of work before tendering.
4. The Technical bid will be opened first and evaluated. In the primary screening, technical bid of only those who satisfy the eligibility criteria will be evaluated. The Financial bid of only those bidders whose technical bid is found to be technically responsive by the Committee will be opened. The financial bids of ineligible bidders will not be opened.
5. **Failure to fulfill any of the conditions laid down renders the tender invalid.**
6. IITI does not bind itself to accept the lowest or any tender and may cancel / withdraw the tender without assigning any reason and no claim whatsoever, for any reason arising out of such action, will be entertained by IITI.
7. **Force Majeure:** Neither the service provider nor the institute shall be liable to the other, for any delay in or failure of their respective obligations under this control caused by occurrences beyond the control of either party because of fire, floods, acts of God, acts of public enemy, wars, riots, strikes, lockouts, sabotage any law statute or ordinance order actions or regulations of the Government or any compliance there is similar to the above. Either party shall promptly notify the other of his commencement and cessation of such contingency and prove that such is beyond the controls and effects the implementation of this contract adversely.
8. **IITI reserves the right to modify/alter/insertion or deletion on any part of the tender document to ensure fulfilment of its material & service requirement at any stage.**
9. The instructions about bidding given in this RFP should be read thoroughly before bidding.
10. The Request for Proposal (RFP) complete in all respects with stipulated documents, should be submitted and addressed to Registrar, IIT Indore, in a sealed cover by super scribing the envelop with 'Request for Proposal (RFP) for installation, operation & maintenance of Vegetable and Fruit Shop at IIT Indore'.
11. All papers of the Request for Proposal (RFP) should be signed and stamped by the authorized signatory of the agency /service provider.
12. The Request for Proposal (RFP) received after the last date shall not be entertained. IIT Indore shall not be responsible for postal delay / loss.

13. IIT Indore reserves the right to decide on fair and reasonable price of the services offered and may also give counter offer to the Agencies for the services offered. All other terms and conditions of this RFP document shall remain operative even if a counter-offer rate is offered to the Agencies.
14. The institute reserves the right to seek clarifications or additional information/ documents from any bidder regarding its technical bid. Such clarification(s) or additional information/document(s) shall be provided within the time specified for the purpose. In case, any document produced in support of eligibility criteria turns out to be not genuine, EMD stands automatically forfeited, whether before award of work or otherwise.
15. Conditional, Incomplete tenders, Tender in any form other than the prescribed form issued by IIT INDORE or bids received in any mode other than the mode of submission prescribed will be rejected. In such cases, EMD submitted with the tender will be forfeited.
16. IIT Indore reserves the right to accept or reject any Request for Proposal (RFP) without assigning any reason and any liability or any obligation to inform the effected firms ground for action is not binding of IIT Indore.
17. **Breach of Terms and Conditions:** IIT- Indore reserves the right to accept or reject or cancel any or all enquiries or bids at any stage without assigning any reason thereof. In case of cancellation of order due to Non-compliance of the Terms and Conditions and Breach of the Contract, No compensation will be paid towards progress of order/procurement.
18. **Governing Law:** The order placed will be contract between the supplier and the buyer and shall be governed by the LAWS of India and under the contract shall be taken by the parties only in Indore, India to competent jurisdiction.
19. **Settlement of Disputes:**
 - i. **Amicable Settlement:** In case a dispute arises between the (IITI and the Agency (parties) regarding any matter under the contract, either Party of the contract may send a written Notice of Dispute to the other party. The Party receiving the Notice of Dispute will consider the Notice and respond to it in writing within 30 days after receiving receipt. If that party fails to respond within 30 days, or the dispute cannot be amicably settled within 60 days following the response of that party, Arbitration Clause shall become applicable.
 - ii. **Arbitration:** In the event of any dispute or difference arising out of or in any way touching or concerning this agreement whatsoever (except as to matter the decision of which is specifically provided under this contract) the same shall be referred to the sole arbitration of the Registrar, IIT Indore or his nominee on mutual agreement of both the parties.
 - iii. The award of such Arbitrator shall be final and binding on the parties. In the event of such Arbitrator to whom the matter is originally referred is being transferred or vacating his office or resigning or refusing to work or neglecting his work or being unable to act for any reason whatsoever the Registrar, IIT Indore shall appoint another person to act as Arbitrator in place of the outgoing Arbitrator in accordance with the above said terms of the agreement and the person so appointed shall be entitled to proceed with the reference from the stage at which it was left by his

predecessor. The Arbitration and Conciliation Act, 1996, shall deem to apply to arbitration proceedings. The venue of arbitration shall be Indore.

20. CANCELLATION OF CONTRACT:

- a) Notwithstanding any other provisions in this contract, the IITI reserves the absolute right to terminate the contract forthwith if it is found that continuation of the contract is not in public interest. The Agency is not eligible for any compensation or claim in the event of such cancellation.
- b) If at any later date, it is found that the documents and certificates submitted by the Agency are forged or have been manipulated, the work order issued to the Agency shall be cancelled and Security Deposit issued to the IITI shall be forfeited without any claim whatsoever on IITI and the Agency is liable for action as appropriate under the extant laws.

21. Termination of the contract: The contract may be terminated in any of the following contingencies:

- i. By either party on giving notice in writing of 30 days to the other party (without assigning any reason).
OR
- ii. on assigning of the contract or any part thereof or any benefit or interest therein or there under by the Agency to any third person for sub-letting the whole or a part of the contract to any third person, without any notice.
OR
- iii. on Agency being declared insolvent by the competent Court of Law without any notice.
OR
- iv. In case the Agency is not interested to continue the contract subject to the condition that the Agency shall give a minimum of three months' notice.
OR
- v. If the Agency does not give the requisite notice as mentioned above, then his security deposit shall be forfeited and Bank Guarantee shall be encashed in proportion to the period falling short of the specified notice period ; "Provided that during the notice period for termination of the contract, in the situation contemplated above, the Agency shall keep on discharging his duties as before till the expiry of notice period".

22. Any act on the part of the bidder to influence anybody in the institute is liable to rejection of his bid.

Special Terms & Conditions of RFP:

1. Firms must possess a valid and reputable license to operate a Vegetable and Fruit Shop at IIT Indore.
2. The offer must include GST registration, PAN number, and an incorporation certificate.
3. Interested firms are encouraged to visit the IIT Indore campus and submit their proposals.
4. **The proposal should include:**
 - a) The required area for the outlet (in square feet).
 - b) Confirmation that vegetables and fruits will be sold at Mandi rates, along with any applicable discounts.
 - c) A commitment to offering a variety of vegetables and fruits, with the flexibility to expand based on seasonal demand.
 - d) Proposals for container-model outlets or vehicle-based outlets should be submitted along with the RFP.
5. **Vegetable and Fruit Pricing:** Prices must not exceed local market rates or MRP. The committee may conduct weekly price verifications based on Mandi rates. Any discrepancies may result in penalties or administrative action.
6. The committee reserves the right to assess the quality, market pricing, and reasonableness of the vegetables and fruits sold.
7. Subletting of the shop is strictly prohibited.
8. The institute reserves the right to relocate the shop as per its requirements.
9. **Nature of Business:** The service provider must strictly adhere to the business specified in the tender notification and license. Any deviation from the stipulated business, as per the RFP and LOI, will lead to contract termination and forfeiture of the security deposit.
10. Advertising within the shop is restricted to business-related promotions only. Any cutouts, posters, or hoardings must not be obscene. Acts of misconduct, assault, or defamatory comments against the institute by the service provider or their employees may result in penalties or contract termination, along with forfeiture of the security deposit.
11. The institute will not be liable for any credit extended by the service provider to customers under any circumstances.
12. **Rent:** The service provider must pay rent at **₹35 per sq. ft.**
13. **Utility Charges:** Electricity and water charges will be borne by the service provider as per actual usage.
14. **Security Deposit:** The EMD amount will be converted to a refundable security deposit of **₹ 5,000/-**. The amount will be refunded 60 days after the contract's closure, with no interest payable.
15. **Contract Duration:** The initial contract will be for two years, with a possible extension of an additional two years based on satisfactory performance.
16. All products must be of high quality and comply with Food Safety and Standards Authority of India (FSSAI) regulations or equivalent standards, with proper packaging.
17. Compliance with ESIC, EPF, and labour laws is mandatory.
18. The service provider must conduct monthly pest control at the outlet and submit reports as proof of compliance.
19. The use of any harmful chemicals or artificial additives for ripening fruits or vegetables is strictly prohibited. Any violation of this rule will lead to strict action, including penalties or termination of the contract.

20. The application of artificial colors on fruits and vegetables is strictly forbidden. If found in violation, the service provider will be subject to stringent action, which may include contract termination.
21. **Weighing Standards:** Only electronic weighing machines must be used. Regular calibration must be conducted, and reports should be submitted for verification.
22. **Manpower Deployment:** Staff should be employed only after police verification, and copies of Aadhar, PAN card, and address proof must be submitted. Individuals below 18 years of age are not permitted to work. Designated staff must be present at the outlet during operational hours.
23. **Operating Hours:** The outlet must remain open from **11:00 AM to 9:00 PM**.
24. Maintaining hygiene and cleanliness will be the sole responsibility of the service provider.
25. **Waste Disposal:**
- Waste disposal must be carried out as per the institute's policy.
 - Waste should not be stored at the outlet, and daily disposal of waste and packing materials is mandatory.
 - Unusable/old//not working/stale/expired items/parts/goods should not be kept in the shop/outlet under any circumstances
26. **Transactions:** As IIT Indore is a cashless campus, all transactions must be conducted online. The transaction should be cashless, and no cash handling will be entertained. Facility of Payment through BHIM, UPI, Credit / Debit Card, etc. should be made available.
27. The service provider is responsible for arranging all necessary fixtures for the outlet.
28. **Number of Shops:** The Institute reserves the right to place service contract with 01 or more service provider as per requirement. However, more bidders may be empanelled for one year from the date of the Contract. The institute reserves the rights to give a separate shop for Vegetables and/or for Fruits, as per the requirement.

SCOPE OF WORK

1. **Setup & Hygiene:** The eatery setup should ensure maximum visibility and easy accessibility. Hygiene and cleanliness must be strictly maintained at all times. Non-compliance will result in penalties.
2. **Layout & Infrastructure:** The service provider shall design the outlet on a counter-based model for vegetables and fruits. Placement of furniture, counters, appliances, light fixtures, and other furnishings shall be the responsibility of the service provider.
3. **Décor & Environment:** The service provider shall create an aesthetically suitable décor aligning with the campus environment.
4. **Quality Standards:** Expired, stale, or low-quality vegetables and fruits must not be stored or sold.
5. **Weighing & Measurement Compliance:**
 - o Only government-approved electronic weighing machines shall be used, with adequate backup machines available.
 - o Traditional weighing instruments are strictly prohibited.
6. **Maintenance & Upkeep:** The service provider is solely responsible for the upkeep, cleanliness, and maintenance of the outlet.
7. **Customer Support:** A 24/7 WhatsApp service shall be available for IIT Indore community concerns. Call support shall be provided from 11:00 AM to 09:00 PM (Monday-Sunday).
8. **Customer Feedback & Inventory Replenishment:** The service provider must ensure prompt feedback collection and restocking based on customer needs.
9. **Health & Safety Standards:** The service provider shall maintain high standards of hygiene and sanitation within and around the eatery.
10. **Manpower Management:** All staff must undergo police verification. Entry and exit gate passes must be maintained for employees and materials.
11. **Asset & Waste Management:** Expired and discarded items shall be removed only through an authorized gate pass.
12. **Equipment Inventory:** A detailed list of all equipment must be submitted to the Central Store Section of IIT Indore.
13. **No Credit Policy:** No credit purchases shall be allowed. Any credit given will be at the sole risk of the service provider, and IIT Indore shall bear no responsibility for disputes.
14. **Rental Obligations:** Rent and other applicable charges shall be payable even during vacation periods.
15. **Billing System:** All transactions shall be processed through a POS billing machine. Customers must be provided with printed bills for every purchase.
16. **Home Delivery Service:** Home delivery within the campus must be provided at no additional cost.
17. **Penalty Provisions:** The service provider must ensure uninterrupted, high-quality service at all times. Any failure or negligence will attract penalties as follows:

I. Cleanliness & Hygiene Violation:

- If hygiene and cleanliness standards are not maintained for more than one day, a penalty of ₹500 per day will be imposed.

II. Service Failures & Negligence (Penalty: ₹1,000 per instance):

- a. Non-availability of workers during stipulated hours.
- b. Violation of any clause of the agreement after prior written notice from IIT Indore.
- c. Any act of negligence, misconduct, or unethical behavior by the service provider.
- d. Use of harmful chemicals or artificial ripening agents on fruits or vegetables.
- e. Application of artificial colors on fruits and vegetables.

III. Repeated violations (beyond three instances) will result in severe action, including termination of service.

योग्यता मानदंड / QUALIFICATION CRITERIA

(Service providers should enter the compliance against each column for consideration of their bid)

Sl. No.	Particulars	Compliance YES/NO (If No, Submit the deviation)	Attach the Documents and provide the Page No.
1	Name of the Service provider, Location of Office with complete address (Certificate of incorporation, Madhya Pradesh Gumasta License etc.)		Attach as enclosure & refer here]
2	The bidder should have a Valid PAN and GST number		Attach as enclosure & refer here]
3	Submit प्रपत्र - 3 / Form – III to certify that the Partners of the service provider or sole Proprietor or Company has never been blacklisted or changed the name of the service provider (in original).		Attach as enclosure & refer here]
4	Submit प्रपत्र - 3 / Form – III to certify that the Partners of the service provider or sole Proprietor or Company is/are not involved in any Police Case/ Vigilance enquiry pending or ever been punished by any Hon'ble Court (in Original).		Attach as enclosure & refer here]
5	Acceptance Certificate (Submit प्रपत्र - 2 / Form – II)		Attach as enclosure & refer here]
6	The bidder should be registered with appropriate authority to run the Vegetable and Fruit Shop service and should have FSSAI license.		Attach as enclosure & refer here]
7	EMD of Rs. 5,000/- (Attach the transaction receipt as a proof). No transaction of EMD will be considered after the bid submission deadline.		Attach as enclosure & refer here]
8	Form I to V of the RFP.		Attach as enclosure & refer here]
9	2-3 Years of experience proof in similar business functions.(Vegetables & Fruits Shop)		Attach as enclosure & refer here]
10	Minimum 02 similar shops of the Service provider should be there in Indore region. (Attach Location Photos, Documentary proof etc.)		Attach as detailed enclosure & refer here]

*Proposals will be considered based upon the merits, price, quality, feedback etc.

NOTE: The agency failing to satisfy any of the above criteria will NOT be considered further.

**Vegetables & Fruits which will be provided in the Shop / Outlet
(The price quoted shall be inclusive of GST & other applicable taxes)**

Sl. No.	Vegetables Name	Mandi Rate or Discount on the Local Market Rates	Sl. No.	Vegetables Name	Mandi Rate or Discount on the Local Market Rates
1	Potato		17	Tomato	
2	Cabbage		18	Capsicum	
3	Garlic		19	Green Pea	
4	Bottle Gourd		20	Cucumber	
5	Beet Root		21	French Bean	
6	Bathua		22	Lemon	
7	Knol Khol		23	Watermelon	
8	Pumpkin		24	Broccoli	
9	Onion		25	Brinjal	
10	Cauliflower		26	Chilli	
11	Radish		27	Bitter Gourd	
12	Carrot		28	Ridge Gourd	
13	Cowpea		29	Kundru	
14	Turnip		30	Spinach	
15	Okra		31	Musk Melon	
16	Sponge Gourd		32	Jackfruit	

Sl. No.	Fruits Name	Mandi Rate or Discount on the Local Market Rates	Sl. No.	Fruits Name	Mandi Rate or Discount on the Local Market Rates
1	Apple		9	Orange	
2	Cherry		10	Strawberry	
3	Mango		11	Pomegranate	
4	Banana		12	Kiwi	
5	Custard Apple		13	Pear	
6	Blueberry		14	Grape	
7	Papaya		15	Coconut	
8	Raspberry		16	Pineapple	

Note: a. A daily rate list must be displayed on the outlet.

b. Any other fresh vegetables & fruits which you would like to sale in the Shop/Outlet, please quote the rate in separate sheet and attached it with the RFP.

प्रपत्र - 1 / FORM - I**बोलीदाता सूचना प्रपत्र****Bidder Information Form***(To be submitted on Service Provider/ Company Letterhead)*

1.	Name of the service provider	
2.	Registration Number/ Incorporation certificate (Attach copy)	
3.	Registered Address with Pin code	
4.	Name of Director/ Partner(s)/ proprietor	
5.	Year of Establishment	
6.	Legal Status of the Organization (tick on appropriate option)	1. Limited Company 2. Undertaking 3. Joint Venture 4. Partnership 5. Proprietorship 5. Others (In case of others, please specify)
7.	Category of the Organization	1. Micro Unit as per MSME 2. Small Unit as per MSME 3. Medium Unit as per MSME 4. Ancillary Unit 5. SSI 6. Others (In case of others, please specify)
8.	Contact Name, Email Id & Mobile No.	
9.	Bank Details	Name of Beneficiary : A/c. No. CC/CD/SB/OD: Name of Bank : IFSC NO. (Bank) : Branch Address and Branch Code:
10.	PAN No. of the Organization (copy should be enclosed)	
11.	GST No. of the Organization (copy should be enclosed)	
12.	Details of area required (in Sq. Ft.) for the outlet	

Date:

Authorized Signatory

Place:

Name:
Designation:
Contact No.:

Company Seal

प्रपत्र - 2 / FORM - II**निविदा शर्तों की स्वीकृति हेतु/ Acceptance of Tender Terms***(To be submitted on Service Provider/ Company Letterhead)*

Date: DD/MM/YYYY

To,
The Registrar
Indian Institute of Technology Indore
Khandwa Road, Simrol
Madhya Pradesh - 453552

Sub: Acceptance of Tender No. "IITI(SC)/CESP/VEGFRU/2024-25" for **Vegetable and Fruit Shop at IIT Indore**

1. I/ We have downloaded/ obtained this tender document(s) for the above mentioned 'Tender/service' from the website(s).
2. I/ We hereby certify that I/ we have read the entire terms and conditions of this tender from Page No. **02** to **33** (including all documents like annexure(s), schedule(s), etc), which form part of the contract agreement.
3. I/ We hereby unconditionally accept the tender conditions of the above-mentioned tender and its corrigendum(s) (if any) in its totality / entirety. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of bid.
4. I / We do hereby declare that our service provider has not been blacklisted/ debarred by any Govt. Department/Public Sector Undertaking/ Organization.
5. I / We do hereby declare that the prices quoted in our bid are inclusive of taxes, if not mentioned specifically.
6. I/ We agree to keep this offer open until **60 days** from the date of opening of the tender and shall be bound to provide the said services till the specified period.
7. I/ We agree that, if we fail to provide the services as per the terms and conditions of this tender and agreement, then the IIT Indore has full power to forfeit the Bid Security/ EMD or take any necessary action as deemed fit.
8. I/ We declare that no legal/ financial irregularities are pending against the proprietor/ partner of this service provider.
9. In case the tender is withdrawn within the validity period or the contract if awarded, I/We understand that our EMD will be forfeited, and I/We understand that I/We will be barred for future tendering.
10. I/We take full responsibility for the submission of authentic information/documents against the above cited bid.
11. I/We also hereby agree to abide by the rules and regulations of the IIT Indore, general conditions of the contract amended from time to time and to carry out the work according to the conditions laid down by the IIT Indore.

(Signature of the Bidder, with Official Seal)

प्रपत्र - 3 / Form - III**स्वच्छ छवि/कोई कानूनी कार्रवाई नहीं होने के संबंध में घोषणा पत्र****DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION/ NO POLICE CASE***(To be submitted on Service Provider/ Company Letterhead)*

I hereby certify that my service provider has neither been blacklisted/ debarred by any Institution of the Central or State Government, Govt. Departments/PSUs/Autonomous Bodies or concerned Bar Council in the last five years from the date of publishing of this tender and no bankruptcy/liquidation proceedings have been initiated against my service provider by any entity/government or quasi-government agency of PSU.

I also certify that the above information is true and correct in every respect and in case, later it is found that any details provided above are incorrect, any contract given to us may be summarily terminated and the service provider blacklisted.

I hereby certify that M/s. _____ is neither have any police case/ vigilance case by any Institution of the Central or State Government, Govt. Departments/PSUs/Autonomous Bodies, concerned Police Station or Hon'ble Court.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:

Company Seal

Or

I/we declare the following:-

No.	Country in which the company is debarred / blacklisted / case is pending	Blacklisted / debarred by Government / Semi Government Organizations / Institutions	Reason	Since when and for how long

In case the above information is found false I/we are fully aware that the tender/contract shall be liable to be rejected/cancelled by the IIT Indore and EMD / SD shall be forfeited.

In addition to the above, IIT Indore will not be responsible to pay the bills for any completed / partially completed work.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:

Company Seal

(NOTE: In case the company/service provider was blacklisted previously, please provide the details regarding the period for which the company/service provider was blacklisted and the reason/s for the same)

प्रपत्र - 4 / Form - IV**वार्षिक कारोबार की घोषणा और इनकम टैक्स रिटर्न****DECLARATION OF ANNUAL TURNOVER, PROFIT & LOSS AND
INCOME TAX RETURN***(To be submitted on Service Provider/ Company Letterhead)*

To,
The Registrar
Indian Institute of Technology Indore
Khandwa Road, Simrol
Madhya Pradesh - 453552

Date: DD/MM/YYYY

Sub: NIT No. "IITI(SC)/CESP/VEGFRU/2024-25" for Vegetable and Fruit Shop at IIT Indore

Dear Sir,

I/we hereby declare that the details of our service provider's for Annual Turnover and Profit & Loss is as mentioned below, and the documentary evidence of the Audited Accounts is placed as enclosure:

Financial Year	Turnover	Profit & loss	Remarks
2021-2022			
2022-2023			
2023-2024			

I/we hereby also declare that our service provider had filed Income Tax Returns for the last three financial years and the filed copies of IT Return are enclosed.

My PAN No., GST Regn. No. are as follows:

PAN –

GST –

Date:

Authorized Signatory

Place:

Name:

Designation:

Contact No.:

Company Seal

Attach a separate neatly typed sheet on the letter head of Registered Chartered Accountant OR enclose copies of audited Balance Sheet and Profit & Loss Statement for the previous 3 financial year as specified in bid document and further details, if required, may be asked after opening of technical bids. There is no need to upload an entire voluminous balance sheet.

प्रपत्र - 5 / FORM - V**पिछले और वर्तमान अनुभव का विवरण****DETAILS OF PREVIOUS & CURRENT EXPERIENCE***(To be submitted on Service Provider/ Company Letterhead)*

To,
 The Registrar
 Indian Institute of Technology Indore
 Khandwa Road, Simrol
 Madhya Pradesh - 453552

Date: DD/MM/YYYY

Sub: NIT No. "IITI(SC)/CESP/VEGFRU/2024-25" for Vegetable and Fruit Shop at IIT Indore

Dear Sir,

Details of previous and current experiences with the clients are furnished below:

Name of the Client and full address	Order No. and Date	Description of the services offered	Telephone and Email id of the client	Tenure of contract	Value of contract

Date:

Authorized Signatory

Place:

 Name:
 Designation:
 Contact No.:

Company Seal

प्रपत्र – 6 / FORM - VI
बोली-पूर्व प्रश्न प्रपत्र
PRE-BID QUERY FORM

(To be submitted on Service Provider/ Company Letterhead)

Name of the Bidder: _____

Address: _____

Email ID: _____

Contact No.: _____

Sl. No	Reference of the Clause No. of the Tender Document	Query/Clarification/Deviation sought	Clarification/Response from IIT INDORE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			