



**INDIAN INSTITUTE OF MANAGEMENT CALCUTTA**

Joka, D. H. Road, Kolkata 700104

**Tender No: IIMC/CC/FMS/02A/2022-23**

Date: 25<sup>th</sup> Aug, 2022

**NOTICE INVITING TENDER  
SELECTION FOR VENDOR FOR “IT - FACILITY MANAGEMENT SERVICES (FMS) WITH USER SUPPORT  
AT IIM CALCUTTA CAMPUS”  
(E-PROCUREMENT MODE ONLY)**

Indian Institute of Management Calcutta (IIM Calcutta) invites **online bids (e-tender)** in two bids systems for the following services:

**Brief Details of Tender:**

Item Description	Estimated Cost of Tender (Rs.) Approx. including GST per annum	EMD (Rs.)	Tender Fee (inclusive of GST) (Rs.) Non-refundable
Hiring of IT Facility Management Services with User Support	37,00,000/-	3% of bid value	1,180/-

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <http://eprocure.gov.in/eprocure/app> and bid is to be submitted online only through the same portal up to the last date and time of submission of tender.

**Time Schedule of tender activities:**

S. No.	Particulars	Date	Time
1	Date & Time of Online Publication/Download of Tender	25-08-2022	16:30 Hrs.
2	Bid Submission Start Date & Time	25-08-2022	16:30 Hrs.
3	Bid Submission Close Date & Time	14-09-2022	14:00 Hrs.
4	Closing date & time for Submission of EMD & Tender Fee	14-09-2022	14:00 Hrs.
5	Pre-bid Meeting	06-09-2022	14.00 Hrs.

6	Opening of Technical Bids	15-09-2022	14:30 Hrs.
7	Date & Time of Opening of Commercial Bid/Price Bid	Will be announced later.	

## Guideline for e-Tendering

The tender document may be downloaded from the Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app>. The tender documents shall be submitted online only at CPP Portal website link <https://eprocure.gov.in/eprocure/app> in the prescribed format given on the websites before the date and time as mentioned above "Time Schedule of tender activities". No other modes of submission will be accepted.

Guidelines for online submission of bids to be followed from guidelines for e-procurement of Central Public Procurement Portal. The Tenderers / Bidder are advised to follow the guidelines or visit the Central Public Procurement Portal for updated information.

Tenderers/ Bidders who are willing to participate in the tender should visit IIMC website <https://www.iimcal.ac.in/tenders> or CPPP website <https://eprocure.gov.in/eprocure/app> regularly till the end date of submission of tender for any corrigendum/addendum/amendment.

The prescribed tender form should not be changed / modified by the tenderer/bidder under any circumstances. If any tender form is changed / modified in any way, the tender will be rejected completely and the Tenderer / Bidder will be black listed from doing business with IIMC.

A tenderer/bidder shall submit only one tender and if the same tenderer / bidder submits more than one tender, the tender will be rejected. Even this will be applicable when one or more partner(s)/director(s) are common.

\* A hard copy of the tender document (which will be uploaded in CPP Portal) has to be either posted or dropped in the drop box which is lying in the Computer Centre, Ground Floor.

Postal Address: To  
Chairman, CPDC,  
Computer Centre  
Indian Institute of Management Calcutta  
Joka, D. H. Road,  
Kolkata – 700 104