



INDIAN INSTITUTE OF MANAGEMENT CALCUTTA

**Diamond Harbour Road, Joka,
Kolkata - 700104**

NOTICE INVITING TENDER

NIT NO : NIT/ IIMC/LAKES/IV/2023-25

NIT DATE : 15 FEBRUARY 2023

FOR

**SELECTION OF VENDOR FOR CLEANING OF
ALL LAKES FOR A PERIOD OF TWO YEARS AT
INDIAN INSTITUTE OF MANAGEMENT
CALCUTTA**

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For "SELECTION OF VENDOR FOR CLEANING OF ALL LAKES FOR A PERIOD OF TWO YEARS AT INDIAN INSTITUTE OF MANAGEMENT CALCUTTA".

| Tender Information Summary (TIS) | | | |
|--|---|--|---|
| 1. Basic Tender Details | | | |
| Tender Title | SELECTION OF VENDOR FOR CLEANING OF ALL LAKES FOR A PERIOD OF TWO YEARS AT INDIAN INSTITUTE OF MANAGEMENT CALCUTTA | | |
| Tender Ref. | NIT/IIMC/LAKES/IV/2023-25 DATE 15 FEBRUARY 2023 | | |
| Tender Type | OTE – Domestic | Form of Contract | Item Rate |
| Tender Category | SERVICES | No. of Covers | Two Covers |
| Bidding System | Single Stage Two Envelope | e-Reverse Auction to be held after Financial bid opening | No |
| Procuring Organisation | Indian Institute of Management Calcutta | Procuring Entity | The Director, Indian Institute of Management Calcutta |
| Tender Inviting Authority (TIA) | Senior Administrative Officer (Purchase) | Address | Diamond Harbour Road, Joka, Kolkata, West Bengal - 700104 |
| Appointing Authority for Arbitration | Head of the Procuring Organisation | | |
| 2. Requirement Details | | | |
| Evaluation Basis | As per terms and conditions of contracts and Rules of Govt of India | Part quotation allowed or not | Not Allowed |
| Inspection Type | Final and On Site | Inspection Agency | By Procuring Entity |
| Inspection Schedule | After completion of work and before making payment | | |
| Item Details | As per Schedule of Requirement | Quantity and Units | As per Schedule of Requirement |
| Indicative HSN Code | Item wise | Consignee/ State | IIMC, Kolkata/ West Bengal |
| Terms of Delivery | As per Tender Document | Completion date of Delivery | As per Tender Document |
| 3. Critical Dates | | | |
| Published Date | 15 February 2023 at 1525 hrs | Bid Validity | 75 days from the date of opening of Bid |
| Document Download Start Date & Time | 15 February 2023 at 1500 hrs | Document Download End Date & Time | 07 March 2023 at 1030 hrs |
| Clarification Start Date & Time | 15 February 2023 at 1530 hrs | Clarification End Date & Time | 07 March 2023 at 1030 hrs |
| Bid Submission Start Date & Time | 15 February 2023 at 1600 hrs | Bid Submission Closing Date & Time | 07 March 2023 at 1030 hrs |
| Tender Opening (Technical bid) Date & Time | 08 March 2023 at 1030 hrs | Tender Opening (Financial bid) Date & Time | AFTER OPNEING OF TECHNICAL BID |

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| 4. Eligibility to Participate | |
| Is this item reserved for exclusive Procurement from MSEs | No |
| Nature of Bidders eligible – OEMs/ Dealers authorised by OEMs | No Restriction |
| Entities from countries not eligible to participate on reciprocal basis | Not applicable as only Domestic Bidders are eligible |
| Minimum local content for eligibility to participate | As per Govt Orders |
| Classes of Local Suppliers eligible to participate | As per Govt Orders |
| Mandatory Joint venture with Indian Company | Not applicable |
| 5.0 Obtaining the Tender Document and clarifications | |
| eProcurement Portal and helpdesk for Document availability and submission | Central Public Procurement Portal https://eprocure.gov.in/eprocure/app |
| Cost of Tender Document (INR) | Not applicable |
| Office/ Contact Person/ email for clarifications | Purchase Section sao_purchase@iimcal.ac.in +91-33-7121 1000 Extn 1070/1061/ 1062 and +91-33-7121 1070, +91-33-7121 1061 and +91-33-7121 1062 (Direct) |
| 7. Pre-bid Conference | |
| Pre-bid Conference applicable or not | Yes |
| Place, time, and date of the Pre-bid Conference | <i>Date and Time : 23 February 2023 at 1430 hrs Indian Institute of Management Calcutta</i> |
| Place, time, and date before which Written queries for the Pre-bid conference must be received | <i>Date and Time : 22 February 2023 at 1430 hrs Indian Institute of Management Calcutta</i> |
| Place, time, and date before which registration of participants for the Pre-bid conference must be received | <i>Date and Time : 22 February 2023 at 1430 hrs Indian Institute of Management Calcutta</i> |
| 8. Preparation and Submission and Opening of Bids | |
| Bids to be Addressed to | Senior Administrative Officer (Purchase) Indian Institute of Management Calcutta, Diamond Harbour Road, Joka, Kolkata, West Bengal – 700104 |
| Instructions for Online bid Submission | As per Central Public Procurement Portal https://eprocure.gov.in/eprocure/app |
| Tender Opening Place | Purchase Section, Administrative Building, IIMC Kolkata |
| Alternate Bids allowed or not | No |
| 9. Physical submission of Originals/ Self-attested copies of Originals of Scanned Documents uploaded | |
| Physical documents required/ permitted to be submitted | As per Tender Documents |
| If Yes, List of Documents to be submitted physically | As per Tender Documents |
| Deadline for physical submission of originals/ self-attested copies of Originals of uploaded scanned documents | As per Tender Documents |
| Address of Physical Submission of Originals | Senior Administrative Officer (Purchase) Indian Institute of Management Calcutta, Diamond Harbour Road, Joka, Kolkata, West Bengal - 700104 |

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| 10. Documents relating to Bid Security and Performance Security | | | |
|--|---|--|---|
| Bid Security and Validity | <i>Rs 26,000/- (Rupees Twenty Six Thousand Only) for a period of Forty Five (45) Days beyond the final bid validity</i> | Form of Security and To whom to be addressed | Acct Payee DD/ FDR/ Bankers Cheque/ Bank Guarantee/e-Bank Guarantee from any Indian Commercial Banks in favour of Indian Institute of Management Calcutta, Payable at Kolkata |
| Performance Security and Validity | 3% of Contract Value 60 days beyond the date of completion of all contractual obligations including Warranty obligations (if any) | Form of Security and To whom to be addressed | |
| 11. Additional Clauses | | | |
| Integrity Pact to be Signed and Submitted along with bid | Not Applicable | Independent External Monitor, Name and Contact Details | No |
| Price Variation Clause | No | | |
| Quantity Splitting/ Parallel Orders | NO | If Yes, Ratio of Distribution among L-1 and others | NA |

