



**INDIAN INSTITUTE OF  
MANAGEMENT CALCUTTA**  
Diamond Harbour Road, Joka,  
Kolkata - 700104

**NOTICE INVITING TENDER**

**NIT NO : NIT/ IIMC/135/DRAINS/III/2022-23**

**NIT DATE : 09 DECEMBER 2022**

**FOR**

**AWARD OF ANNUAL CONTRACT FOR CLEANING OF ALL  
TYPES OF DRAINS FOR A PERIOD OF TWO YEARS AT  
INDIAN INSTITUTE OF MANAGEMENT CALCUTTA**

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<b>Tender Information Summary (TIS)</b>			
<b>1. Basic Tender Details</b>			
Tender Title	<b>AWARD OF ANNUAL CONTRACT FOR CLEANING OF ALL TYPES OF DRAINS FOR A PERIOD OF TWO YEARS AT INDIAN INSTITUTE OF MANAGEMENT CALCUTTA</b>		
Tender Ref.	NIT/IIMC/DRAINS/135/III/2022-23 DATE 09 DECEMBER 2022		
Tender Type	OTE – DOMESTIC	Form of Contract	ITEM RATE
Tender Category	SERVICES	No. of Covers	TWO COVER
Bidding System	SINGLE STAGE, TWO COVER	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		
<b>2. Requirement Details</b>			
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
<b>3. Critical Dates</b>			
Published Date	<b>09 December 2022 at 1400 hrs</b>	Bid Validity	75 days from the date of opening of Bid
Document Download Start Date & Time	<b>09 December 2022 at 1500 hrs</b>	Document Download End Date & Time	<b>29 December 2022 at 0930 hrs</b>
Clarification Start Date & Time	<b>09 December 2022 at 1530 hrs</b>	Clarification End Date & Time	<b>29 December 2022 at 0900 hrs</b>
Bid Submission Start Date & Time	<b>09 December 2022 1600 hrs</b>	Bid Submission Closing Date & Time	<b>29 December 2022 at 0930 hrs</b>
Tender Opening (Technical bid) Date & Time	<b>30 December 2022 at 0930 hrs</b>	Tender Opening (Financial bid) Date & Time	<b>AFTER OPNEING OF TECHNICAL BID</b>

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<b>4. Eligibility to Participate</b>	
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 BEING DOMESTIC CATEGORY
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
<b>5.0 Obtaining the Tender Document and clarifications</b>	
eProcurement Portal and helpdesk for Document availability and submission	Central Public Procurement Portal <a href="https://eprocure.gov.in/eprocurement/app">https://eprocure.gov.in/eprocurement/app</a>
Cost of Tender Document (INR)	NOT APPLICABLE
Office/ Contact Person/ email for clarifications	Purchase Section <a href="mailto:sao_purchase@iimcal.ac.in">sao_purchase@iimcal.ac.in</a> +91-33-7121 1000 Extn 1070/1061/ 1062 and +91-33-7121 1070, +91-33-7121 1061 and +91-33-7121 1062 (Direct)
<b>7. Pre-bid Conference</b>	
Pre-bid Conference applicable or not	Yes
Place, time, and date of the Pre-bid Conference	<i>Date and Time : 15 December 2022 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 : 14 December 2022 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 : 14 December 2022 at 1430 hrs Indian Institute of Management Calcutta</i>
<b>8. Preparation and Submission and Opening of Bids</b>	
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 <a href="https://eprocure.gov.in/epublish/app">https://eprocure.gov.in/epublish/app</a>
Tender Opening Place	Purchase Section, Administrative Building, IIMC Kolkata
Alternate Bids allowed or not	NO
<b>9. Physical submission of Originals/ Self-attested copies of Originals of Scanned Documents uploaded</b>	
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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<b>10. Documents relating to Bid Security and Performance Security</b>			
Bid Security and Validity	<i>Rs 11,000/- (Rupees Eleven Thousand only). FORTY FIVE (45) DAYS beyond the final bid validity period</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 Total Contract Value. SIXTY (60) DAYS beyond completion of all contractual obligations including Warranty Obligations (If Any)	Form of Security and To whom to be addressed	
<b>11. Additional Clauses</b>			
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	NOT APPLICABLE

