



**NIT No.: IITI(SC)/LC/035/A/2025-2026**

**July 02, 2026**

## **PREBID REPORT**

The meeting for Pre-bid discussion was held at **IIT-Indore** on **22/06/2026** from **03.00 PM onwards** for NIT for **Empanelment of Law firms / Lawyers/ Legal Counsels**.

The Online prebid meeting was attended by **03** firms as:

1. M/s Jidani Law Offices
2. M/s M. V. Kini & Co.
3. M/s S. S. Rana & Co.

The report of the meeting is as mentioned below.

| Sl. No. | Reference of the Clause/ Page No. of the Tender Document | Query raised                                                                                                                                                                                                             | Pre-bid Attended by                      | Response from IITI                                                                                                                                                                                                                                    |
|---------|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | With reference to FORM IV-Previous Service Order Details | How many orders details are to be mentioned? Are the orders required to be orders of Academic institute or others can be mentioned too?                                                                                  | Ms. Anuja Jadhav from M. V. Kini & Co.   | Experience for others may be mentioned.                                                                                                                                                                                                               |
| 2.      | With reference to Page No.5 Point No. 6                  | Whether the documents and forms can be signed directly by the sole proprietor of the firm and then the scanned copy can be submitted? What is the need for digital signature and if we get original signature do we need |                                          | Yes, the scanned copies of the signed documents can be submitted.                                                                                                                                                                                     |
| 3.      | Section 5, Part 3, Clause 7                              | Is Registered office at Indore Municipal Limit is mandatory                                                                                                                                                              | Mr. Sumit Jidani from JIDANI LAW OFFICES | The requirement is to have a functional office/branch or MoU with practicing advocate/law firm in Indore District at least for the 2 years as mentioned in the tender document.                                                                       |
| 4.      | Form 1, Clause 11                                        | Which Registration Number should the bidder has to mention.                                                                                                                                                              |                                          | The bidder shall mention the applicable registration number of the legal entity viz Registration Number issued by the Registrar of Companies (RoC), Partnership Registration Number/ LLP Identification Number (LLPIN) and Bar Council Registration . |

|    |        |                                                                                                                        |                                                                                                                                                                                 |
|----|--------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5. | Form 2 | Clarification about<br><b><u>Declaration of Annual<br/>Turnover and Income<br/>Tax Return</u></b> of Legal<br>Counsels | The bidder shall submit the Income<br>Certificate issued by a Chartered<br>Accountant and/or Income Tax<br>Return (ITR) acknowledgements<br>for the last three financial years, |
|----|--------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

The Revised Schedule of due date of bid submission is below:-

| Sr. No. | FOR                                                                                                            | READ AS                                                                                                        |
|---------|----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 1.      | Last date & time of Submission of<br>Online Bids (Technical & Price Bid):<br>July 06, 2026 upto 03:00 PM (IST) | Last date & time of Submission of<br>Online Bids (Technical & Price Bid):<br>July 13, 2026 upto 03:00 PM (IST) |
| 2.      | Date and Time of Opening of Technical<br>Bids Online:<br>July 07, 2026 upto 03:00 PM (IST)                     | Date and Time of Opening of Technical<br>Bids Online:<br>July 14, 2026 upto 03:00 PM (IST)                     |

All prospective/willing bidders are requested to take note of this report as part of the Tender document. All other terms and conditions of the tender remain unchanged.

  
**Assistant Registrar (Service Contracts)**

