



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 ON WHEELS AT IIT INDORE**

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**Service Contracts Section  
IIT Indore**

**4<sup>th</sup> Floor, West Wing, Abhinandan Bhavan,  
IIT Indore, Simrol, Khandwa Road, Indore- 453552  
Tel.: 0731-6603408/3369, Email: [servicecontracts@iiti.ac.in](mailto:servicecontracts@iiti.ac.in)  
Website: [www.iiti.ac.in](http://www.iiti.ac.in)**

सहायक कुलसचिव  
(सेवा अनुबंध)

**Assistant Registrar  
(Service Contracts)**



भारतीय प्रौद्योगिकी संस्थान इंदौर  
सिमरोल, खंडवा रोड, भारत - 453552  
Indian Institute of Technology Indore  
Simrol, Khandwa Road, Indore- 453552

दूरभाष: 91-0731-6603369/3408  
Tel.: 91-0731-6603369/3408  
Email: [servicecontracts@iiti.ac.in](mailto:servicecontracts@iiti.ac.in)

**Request for Proposal (RFP)**  
**for**  
**Vegetable and Fruit Shop on Wheels at IIT Indore**

Indian Institute of Technology Indore (IITI) invites Request for Proposal (RFP) for Vegetable and Fruit Shop on Wheels at IIT Indore from eligible and relevant experience in owning and/or providing Vegetables and Fruits.

Sl. No.	Description	NIT No.	EMD
1.	Request for Proposal (RFP) for Vegetable and Fruit Shop on Wheels at IIT Indore	02	Rs.5,000/- (Rupees Five Thousand Only)  <b><u>Online EMD Submission:</u></b> Bidder can submit their EMD online by visiting to the below link: <a href="https://www.onlinesbi.sbi/sbicollect/">https://www.onlinesbi.sbi/sbicollect/</a>

\*RFP No. 02 should be mentioned for the purpose of EMD Submission, and Tender No. should be referred for bid submission/ communication etc.

**Note:**

- Tender Documents with detail terms & conditions can be downloaded from our website: <https://www.iiti.ac.in/tender> & <https://eprocure.gov.in/epublish/app>
- The pre bid report will be published as a part of the tender document.
- All the details pertaining to the NIT such as tender documents, pre-bid report, corrigendum and any further updates will be available only on our website and also at Central Public Procurement Portal.

IITI reserves the right to:

- reject/modify/change the scope of business of any or all the proposals without assigning any specific reason whatsoever;
- not bind it to accept the lowest or any proposal; and
- 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.

For any issues related to tender please contact Service Contracts Section, Tel: +91-0731-6603408/3369  
Email: [servicecontracts@iiti.ac.in](mailto:servicecontracts@iiti.ac.in).

Assistant Registrar (Service Contracts)

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**SCHEDULE OF REQUIREMENTS**

<b><u>Sl. No.</u></b>	<b><u>Event</u></b>	<b><u>Date and Time/ Remarks</u></b>
01	Date of uploading of Tender	<b>From January 1, 2026</b> <a href="http://www.iiti.ac.in/tender_mms.php">http://www.iiti.ac.in/tender_mms.php</a>
02	Last date & Time of Submission of Bids Online (Technical and Price Bid)	<b>January 16, 2026 upto 03:00 PM</b> Please refer tender Terms at IIT INDORE'S website
03	Date & Time of Opening of Technical Bids	<b>January 16, 2026, at 03.30 PM (IST)</b> Please refer to tender Terms at IIT INDORE'S website
04	Earnest Money Deposit	<b>Rs. 5,000/- should be deposited online as EMD and the transaction receipt of the same should be attached with the RFP document.</b>
05	Performance Security Deposit	Performance Security of Rs. 5,000/-, respectively, in the form of a e-Bank Guarantee from any Nationalized / Scheduled Bank, in favour of "The Registrar, IIT Indore" payable at Indore.  Performance Security should be valid for a period of 2 (two) months beyond the date of expiry of the empanelment tenure.
06	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: <a href="mailto:servicecontracts@iiti.ac.in">servicecontracts@iiti.ac.in</a>
07	Contract Period	Initially for a period of 01 year. However, the performance of the service provider will be reviewed quarterly for continuation of the services. Based on the satisfactory performance, the contract may be extended further for 02 more years based on satisfactory performance and quality service.
08	Tender to be submitted in	<b>Tender Box at Ground Floor, Abhinandan Bhawan, IIT Indore, Khandwa Road, Simrol, Indore- 453552</b>
	All the communications with respect to the tender shall be addressed to:	Assistant Registrar, Service Contracts IIT Indore, 4 <sup>th</sup> Floor, Abhinandan Bhawan, Khandwa Road, Simrol, Indore- 453552 Tel.: 0731-6603369/3408 Email: <a href="mailto:servicecontracts@iiti.ac.in">servicecontracts@iiti.ac.in</a>

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

Assistant Registrar (Service Contracts)

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

**सामान्य नियम और शर्तें /General Terms & Conditions**

1. Indian Institute of Technology Indore (IITI) invites offline proposals for the Vegetable and Fruit Shop on wheels at IIT Indore premises from the experienced and/or branded firm.
2. **Submission of tender:** Proposal should be submitted in single envelope - technical and financial.
3. **Envelope:** Signed and sealed entire RFP, Terms & Conditions and Forms.
4. The tenderer is advised to visit the IIT on any working day **between 10:00 hrs and 16:00 hrs** to assess the nature and quantum of work before tendering.
5. The bid will be evaluated based on the qualification criteria followed by the presentation of the qualified bidder.
6. **Pre-Bid Meeting:**
  - (a) Bidders are requested to attend a Pre-bid meeting for clarification on the Tenders' technical specifications and commercial conditions, on the time, date, and place/ mode mentioned in the Schedule of Tender. Participation in such a Pre-bid meeting is not mandatory. If a bidder does not participate or submit any query, then no subsequent representations from them regarding the Technical & Commercial specifications/ conditions shall be entertained after the date of pre-bid meeting.
  - (b) Bidders are advised to submit their doubts/ questions/ clarifications in **FORM VIII**, if any. It should bear tender no., title and marked "Queries for Pre-Bid Meeting". Form should be sent through email at [servicecontracts@iiti.ac.in](mailto:servicecontracts@iiti.ac.in) as per the Schedule of Tender mentioned in the **Section-I**.
  - (c) Any modification of the tender document, arising as an outcome of the Pre-Bid meeting, shall be notified through amendment on the website of the Institute and CPP Portal. No queries will be entertained beyond the date of the prebid meeting.
7. **Bid Submission:** Bidders are requested to submit their bids from the date of submission of bids indicated Schedule of requirements. Bidders are requested to submit the bids only after the issue of pre-bid meeting report duly considering the changes made if any, during the pre-bid meeting. Bidders are totally responsible for incorporating/ complying with the changes/ amendments issued, if any, during pre-bid meetings in their bid.
8. **Late Bids:** Bids received after the last date of submission will not be accepted. IIT Indore shall not be responsible for any postal delay or loss.
9. **Bid Validity:** Bids shall be valid for a period of 180 days from the date of opening of tender.
10. **Modification and withdrawal of bids:** No bid can be modified and withdrawn after the deadline for submission of bids.
11. **Opening of Tenders:** The opening of the bids would be done as per the Schedule of requirement. In the event of the specified date of bid opening being declared holiday in the Institute, the bids shall be opened at the same time and location on the next working day.
12. **Bid Security/ EMD:**
  - a) Micro and Small Enterprises who are manufacturers of the Primary Product Category or Service Provider of the Primary Service Category and give specific confirmation to this effect at the time of bid submission and whose credentials are validated online through Udyam Registration (as validated by Government from time to time) and through uploaded supporting documents.
  - b) Start-ups as recognized by the Department of Industrial Policy and Promotion (DIPP).
  - c) In such case, a copy of the valid certificate showing registration with the above-mentioned institutions to be uploaded in PDF format.
  - d) In case the unit is not covered as above, EMD should be submitted online via <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm> and the payment reference should be attached in PDF along with the technical bid.
  - e) EMD will be returned to the unsuccessful bidders within 30 days from the finalization of technical evaluation/award of contract.
  - f) EMD will be forfeited if the qualified bidder fails to accept the order or fails to provide the service based on his/her offer/bid.
  - g) The EMD of the successful bidder shall be returned on receipt of Performance Security. If the successful bidder fails to furnish the performance security or fails to provide the service as per award of contract (AOC) terms and conditions within the stipulated period, EMD shall be liable to be forfeited by the Institute.

- g) The EMD of the successful bidder shall be returned on receipt of Performance Security. If the successful bidder fails to furnish the performance security or fails to provide the service as per award of contract (AOC) terms and conditions within the stipulated period, EMD shall be liable to be forfeited by the Institute.
- h) No interest will be payable by the Institute on the Earnest Money Deposit.
13. **Bid Evaluation Procedure:** To select the bidder will be selected through a two-stage bidding process.
- a) Bids should be submitted in two parts viz. Technical Bid & Financial Bid.
- b) The Technical Evaluation Committee (TEC) shall examine the bids to ascertain that all documents mentioned in RFP have been provided and examine the completeness of each document submitted. If any of these documents or information sought is missing, TEC may disqualify the bid.
- c) Evaluation will be done strictly on Pre-Qualification, Scope of Work and Technical criteria as mentioned in RFP. The TEC will invite the bidders to give a presentation as part of the technical evaluation.
14. **Validity and Acceptance of RFP:** Failure to comply with any of the conditions laid down in this RFP shall render the tender invalid. IIT Indore does not bind itself to accept the lowest or any tender and reserves the right to accept or reject any or all RFPs, or to cancel/withdraw the tender at any stage without assigning any reason. No claim whatsoever arising out of such action shall be entertained.
15. **Right to Modify RFP:** IIT Indore reserves the right to modify, alter, insert, or delete any part of the tender document at any stage to ensure fulfillment of its material and service requirements.
16. **Instructions to Bidders:** Bidders are advised to carefully read and understand all instructions regarding bidding given in this RFP before submission.
17. **Submission of RFP:** The RFP, complete in all respects along with stipulated documents, shall be submitted in a sealed cover, duly superscribed as "Request for Proposal (RFP) for Installation, Operation & Maintenance of Vegetable and Fruit Shop at IIT Indore", and addressed to the Registrar, IIT Indore. All pages of the RFP must be signed and stamped by the authorized signatory of the agency/service provider.
18. **Price Reasonableness and Counter Offer:** IIT Indore reserves the right to determine the fair and reasonable price of the services offered and may issue a counter-offer to the agencies. All other terms and conditions of the RFP shall remain operative even in case of a counter-offer.
19. **Clarifications and Verification:** The Institute may seek clarifications or additional information/documents from any bidder regarding the technical bid, which must be furnished within the specified time. If any document submitted in support of eligibility is found to be non-genuine, the EMD shall stand automatically forfeited, whether before or after award of work.
20. **Rejection of Non-Responsive Bids:** Conditional or incomplete tenders, tenders not submitted in the prescribed format, or bids received through modes other than those specified shall be summarily rejected. In such cases, the EMD submitted shall be forfeited.
21. **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 contract 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.
22. **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.
23. **Governing Law:** The order placed will be a 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.
24. **Settlement of Disputes:**
- a) **Amicable Settlement:** In case a dispute arises between the Institute and the Agency (parties) regarding any matter under the contract, the Party raising a dispute shall address to the other Party a notice requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice. The Party receiving the Notice of Dispute will consider the Notice and respond to it in writing within 30 days from the date of receipt of notice. 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.

- b) On receipt of the dispute notice, the matter will be referred to the Dispute resolution Committee nominated by IIT Indore. The matter shall then be resolved between them and the agreed course of action will be documented. In case any dispute between the Parties, does not settle by negotiation in the manner as mentioned above, the same may be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 20 days of the failure of negotiations.
- c) Arbitration: In the event of any dispute or difference arising out of or in any way touching or concerning this contract 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 contract of both the parties.

25. Cancellation of Contract:

Notwithstanding any other provisions in this contract, the Institute 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.

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 Institute shall be forfeited without any claim whatsoever on the Institute and the Agency is liable for action as appropriate under the extant laws.

26. Evaluation of tender: In case two or more tenders are equal in monetary terms, work will be awarded to the service provider who has executed contracts of Govt./Central Govt./IITs/CFTIs.

27. Termination:

- a) Termination on expiry of the Contract: This contract shall be deemed to have been automatically terminated on the expiry of the Contract period unless the Institute has exercised its option to extend this Contract in accordance with the provisions, if any, of this Contract.  
or
- b) Termination on account of Force Majeure: Either party shall have the right to terminate this Contract on account of Force Majeure.  
c) or
- d) Termination on Account of Insolvency: In the event of the Service provider, at any time during the term of this Contract, becomes insolvent or makes a voluntary assignment of its assets for the benefit of creditors or is adjudged bankrupt, then the Institute shall, by a notice in Writing have the right to terminate this Contract and all the Service provider's rights and privileges hereunder, shall stand terminated forthwith.  
or
- e) Termination for Unsatisfactory Performance: The Institute will judge the performance of the Service provider periodically through feedback from the user department. If the Institute considers that the performance of the Service provider is unsatisfactory or, not up to the expected standard, then the Institute shall notify the Service provider in writing and specify the cause of such dissatisfaction. The Institute shall have the option to terminate this Contract by giving 30 days' notice in writing to the Service provider, if, the Service provider fails to comply with the requisitions contained in the said written notice issued by the Institute.  
or
- f) Termination due to any other reason: If the Institute intends to terminate the contract before the agreed tenure, a one-month notice will be provided to the firm. Conversely, if the Service provider wishes to terminate the contract before the completion of the tenure, it must give a written notice of three months or continue its services until the succeeding service provider takes over the dining operations.  
or
- g) Consequences of Termination: In all cases of termination herein set forth, the obligation of the Institute to pay shall be limited to the period upto the date of termination. The Institute shall conduct an inquiry against the Contractor and consequent to the conclusion of the inquiry, if it is found that the fault is on the part of the Contractor, then they shall be debarred for a period of two years from the date of the order for putting the Contractor on debar list is issued.

**Special Terms & Conditions of RFP:****1. Eligibility & Statutory Compliance**

- a) The firm must possess a valid license to operate a Vegetable and Fruit Shop and submit copies of GST registration, PAN, and Incorporation Certificate along with the proposal.
- b) All products sold must comply with the Food Safety and Standards Authority of India (FSSAI) regulations or equivalent standards, with proper and hygienic packaging.

**2. Site Visit & Proposal Requirements**

- a) Interested firms are encouraged to visit the IIT Indore campus before submitting their proposal.
- b) The proposal shall include:
  - i. Confirmation that vegetables and fruits will be sold at Mandi rates or below, along with applicable discounts, if any.
  - ii. Commitment to provide a wide variety of vegetables and fruits, with flexibility to expand offerings based on seasonal demand.
  - iii. Details of the proposed model, i.e., container-based outlet or vehicle-based outlet.
  - iv. In case of a vehicle-based model, details of the vehicle including model and manufacturing year.

**3. Pricing, Quality Control & Penalties**

- a) Prices of vegetables and fruits shall not exceed prevailing local market/Mandi rates or MRP, whichever is lower. The Institute may conduct weekly price verification. Any discrepancy shall attract a penalty of ₹500 per instance. In case of more than three instances, the service provider shall be called for clarification, and further action shall be taken based on the explanation.
- b) The Institute/Committee reserves the right to assess the quality, pricing, and overall reasonableness of the vegetables and fruits sold at any time.

**4. Nature of Business & Conduct**

- a) Subletting of the shop/outlet is strictly prohibited.
- b) The service provider shall strictly adhere to the nature of business specified in the RFP, tender notification, and license. Any deviation shall result in termination of the contract and forfeiture of the security deposit.
- c) Display of obscene advertising material is strictly prohibited. Any act of misconduct, assault, or defamatory remarks against the Institute by the service provider or its employees shall attract penalties, including termination of the contract and forfeiture of the security deposit.
- d) The Institute shall not be responsible for any credit extended by the service provider to customers under any circumstances.
- e) The Institute reserves the right to relocate the shop/outlet as per its operational requirements.

**5. Financial Terms**

- a) Rent shall be payable at ₹35 per sq. ft., applicable to both container-based and vehicle-based outlets.
- b) Electricity and water charges shall be borne by the service provider as per actual consumption.
- c) The EMD shall be converted into a refundable Security Deposit of ₹10,000/-, which shall be refunded 60 days after closure/expiry of the contract, without any interest.

**6. Contract Period & Extension**

- a) The contract shall initially be valid for a period of one (01) year.
- b) Performance shall be reviewed quarterly for continuation of the service.
- c) Based on satisfactory performance and quality of service, the contract may be extended for a further period of up to two (02) years.

**7. Food Safety, Hygiene & Pest Control**

- a) The use of harmful chemicals, artificial ripening agents, or artificial colors on fruits and vegetables is strictly prohibited. Any violation shall invite strict action, including termination of the contract.
- b) Quarterly pest control shall be carried out by the service provider at the outlet, and compliance reports shall be submitted to the Institute.
- c) Maintaining hygiene and cleanliness in and around the outlet shall be the sole responsibility of the service provider.

#### **8. Weighing, Manpower & Operations**

- a) Only electronic weighing machines shall be used. Regular calibration shall be carried out, and calibration reports shall be submitted for verification.
- b) All manpower deployed shall be engaged only after police verification. Copies of Aadhaar, PAN, and address proof shall be submitted. Employment of persons below 18 years of age is strictly prohibited. Adequate staff must be present during operational hours.
- c) The outlet shall operate from **11:00 AM to 9:00 PM**, or as notified by the Institute from time to time.

#### **9. Waste Management** Waste disposal shall be carried out strictly as per the Institute's waste management policy.

- a) Waste and packing materials shall not be stored at the outlet.
- b) Daily disposal of waste is mandatory.
- c) Decayed or spoiled fruits and vegetables shall not be kept at the outlet under any circumstances.

#### **10. Cashless Transactions:** As IIT Indore is a cashless campus, all transactions shall be conducted through digital modes only. Facilities such as BHIM/UPI, Credit Card, Debit Card, etc., must be provided. Cash transactions shall not be permitted.

#### **11. Infrastructure & Number of Outlets**

- a) The service provider shall arrange all necessary fixtures and fittings required for the operation of the outlet.
- b) The Institute reserves the right to engage one or more service providers, empanel additional bidders for one year, and allot separate outlets for vegetables and/or fruits, as per institutional requirements.



## SCOPE OF WORK

1. **Layout & Fixtures:** Placement of fixtures and other furnishings shall be the responsibility of the service provider.
2. **Décor & Environment:** The service provider shall create an aesthetically suitable décor aligning with the campus environment.
3. **Quality Standards:** Expired, stale, decayed or low-quality vegetables and fruits must not be stored or sold.
4. **Maintenance & Upkeep:** The service provider is solely responsible for the upkeep, cleanliness, and maintenance of the outlet.
5. **Customer Support:** A 24x7 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).
6. **Inventory Replenishment:** The service provider should restocking based on customer needs.
10. **Asset & Waste Management:** Expired and discarded items shall be removed only through an authorized gate pass.
11. **Equipment Inventory:** A detailed list of all fixtures must be submitted to the CFDC for record.
12. **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.
13. **Billing System:** All transactions shall be processed through a POS billing machine. Customers must be provided with printed bills for every purchase.
14. **Home Delivery Service:** Home delivery within the campus must be provided at no additional cost.
15. **Penalty Provisions:** The service provider shall ensure uninterrupted, safe, and high-quality services at all times. Any lapse, deficiency, or negligence in service shall attract penalties as under:
  - a) **Cleanliness & Hygiene Violations:** Failure to maintain prescribed hygiene and cleanliness standards for more than one day shall attract a penalty of **₹500 per day**, until compliance is restored.
  - b) **Service Failures / Negligence (₹1,000 per instance):** A penalty of **₹1,000 per instance** shall be imposed for the following:
    - i. non-deployment or absence of manpower during stipulated operational hours.
    - ii. Violation of any clause of the agreement/RFP, despite prior written notice from IIT Indore.
    - iii. Any act of negligence, misconduct, or unethical behavior by the service provider or its staff.
    - iv. Use of harmful chemicals, artificial ripening agents, or similar substances on fruits or vegetables.
    - v. Application of artificial colors on fruits and vegetables.
  - c) **Repeated Violations**  
In case of **more than three (03) instances** of violations, the Institute reserves the right to take **severe action**, including **termination of the service contract and forfeiture of the security deposit**, without prejudice to any other rights of the Institute.

## 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, the Submit deviation)	Attach the Documents and provide the Page No.
1	Name of the Service provider		Attach as enclosure & refer here]
	Office with complete address		
	Contact Number and email id of the contract person		
	Documents to be submitted with the tender Certificate of incorporation Madhya Pradesh Gumasta License etc.) PAN GST number		
2	Must have experience of running similar shops/outlet(s) for not less than 01 year in a Government / Semi Government / Autonomous body / any reputed organization etc. Interested bidder may apply along with sufficient proof of experience / ability to run the shop / outlet.		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 <b>blacklisted or changed</b> the name of the service provider and not involved in any <b>Police Case/ Vigilance</b> enquiry pending or ever been punished by any Hon'ble Court (in original).		Attach as enclosure & refer here]
4	Acceptance Certificate (Submit प्रपत्र - 2 / Form – II)		Attach as enclosure & refer here]
5	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]
6	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]
7	Form <b>I to V</b> of the RFP.		Attach as enclosure & refer here]
8	Minimum 01 similar shop 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.

Above details should be submitted and non-submission of requisite documents the proposal will be disqualified.

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

Name and Signature of Vendor with seal

**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	Market Rates	Sl. No.	Vegetables Name	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	Market Rates	Sl. No.	Fruits Name	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	

**Overall Discount percentage on the Market price of the items = \_\_\_\_\_%**

**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.**

**c. Seasonal items to be sold on outlet at the time of particular season.**

**Name and Signature of Vendor with seal**

**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(SCS)/CFDC/VEG&FRU/2025-26/02" for Vegetable and Fruit Shop on Wheels 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 **180 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. "IIT(SCS)/CFDC/VEG&FRU/2025-26/02" for Vegetable and Fruit Shop on  
Wheels 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
2022-2023			
2023-2024			
2024-2025			

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

**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. "IIT(SCS)/CFDC/VEG&FRU/2025-26/02" for Vegetable and Fruit Shop on Wheels 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/Deviati on sought	Clarification/Response from IIT INDORE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			