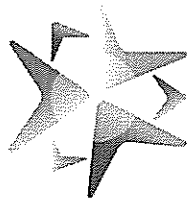


भारतीय प्रौद्योगिकी संस्थान इंदौर
सिमरोल, खंडवा रोड, इंदौर, पिन- 453552

Indian Institute of Technology Indore
Simrol, Khandwa Road, Indore- 453552



GeM
Government
e Marketplace

Bid Documents for
Rate Contract For Disposal of Hazardous Chemical Waste, Bio-Medical
Waste and Bio-Hazard Waste

आवश्यकता की अनुसूची के अनुसार तकनीकी एवं वित्तीय बोली के दस्तावेज़
ऑनलाइन जमा करने हेतु

Documents to be submitted online for
(Technical & Financial Bid as per Schedule of requirement)



भारतीय प्रौद्योगिकी संस्थान इंदौर
सिमरोल, खंडवा रोड, भारत, पिन- 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

निविदा आमंत्रण सूचना / NOTICE INVITING TENDER for
Rate Contract for Disposal of Hazardous Chemical Waste, Bio-Medical
Waste and Bio-Hazard Waste

Online e-Tenders are invited by IIT Indore (in Two Bid System) for the Rate Contract for Disposal of Hazardous Chemical Waste, Bio-Medical Waste and Bio-Hazard Waste with the following details.

Sl. No.	Description of Stores	Ref No.	EMD
1.	Rate Contract for Disposal of Hazardous Chemical Waste and Bio-Hazard	008	As per Gem bid document
2	Rate Contract for Disposal of Bio-Medical and Bio-Hazardous Waste at IIT Indore	008	As per Gem bid document

SUBMISSION OF BIDS ONLINE IN TWO BID: <https://gem.gov.in/>

***NIT No. 008 should be mentioned for the purpose of EMD Submission, and the Tender No. should be referred for bid submission/communication etc.**

Note:

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

IIT Indore shall not be responsible for non-receipt of bid due to internet issues or any other reasons. **For any issues related to tender please contact Service Contracts Section, Tel: +91-0731-6603369/3408/3591 Email: servicecontracts@iiti.ac.in.**

Assistant Registrar (Service Contracts)

विषय- सूची / TABLE OF CONTENTS

<u>Sl. No.</u>	<u>CONTENTS</u>	<u>Page No.</u>
SECTION 1	Schedule of Tender	04
SECTION 2	Instructions to Bidders for Online Bid Submission	05
SECTION 3	General Instructions	06-09
SECTION 4	Special Terms and Conditions	10-11
SECTION 5	Scope of Work- Part (A)	12-13
SECTION 6	Scope of Work- Part (B)	14-16
SECTION 6	General terms & conditions	17-20
SECTION 7	List of Documents	21-22
SECTION-8	PRICE BID	23
SECTION-9	Forms	
FORM I	Bidder Information	24
FORM II	Acceptance Certificate	25-26
FORM III	Declaration Regarding Clean Track / No Legal Action	27
FORM IV	Declaration of Annual Turnover, Profit & Loss and Income Tax Return	28
FORM V	Details of previous and current clients	29
FORM VI	Letter of Consent	30
FORM VII	Undertaking	31
FORM VIII	Pre-Bid Query Form	32
FORM IX	Performance Report for Services provided in Government/ Semi-Government/ Autonomous Organizations	33
FORM X	Performance Security Format	34
FORM XI	Price Breakup	35

अनुभाग-1 / SECTION-I
निविदा की अनुसूची/ SCHEDULE OF TENDER


Sl. No.	Event	Date and Time/ Remarks
01	निविदा दस्तावेज़ डाउनलोड करने की तारीख Downloading of Tender document online from GEM	From September 25, 2025 https://gem.gov.in/ & https://www.iiti.ac.in/tendercs
02	बोली-पूर्व बैठक के लिए प्रश्न प्रस्तुत करने हेतु Submission of Queries for Pre-bid meeting	Upto September 30, 2025 at 02.00 PM, (IST) Format for Submission of Queries enclosed as Form 08
05	ऑनलाइन बोली जमा करने की अंतिम तिथि और समय (तकनीकी और वित्तीय बोली) Last date & Time of Submission of Bids Online (Technical and Price Bid)	October 06, 2025 upto 03.00 PM (IST) Please refer tender Terms at IIT INDORE
06	तकनीकी बोलियाँ खोलने की तिथि एवं समय Opening of Technical Bids Online	October 06, 2025 at 03.30 PM (IST) Please refer tender Terms at IIT INDORE
07	निविदा के संबंध में सभी संचार को संबोधित करने हेतु All the communications with respect to the tender shall be addressed to:	Assistant Registrar (Service Contracts) IIT Indore, 4th Floor Western Wing (Toward's Gate-1), Abhinandan Building, Khandwa Road, Simrol, Indore- 453552 Tel.: 0731-6603591/3369, Email: servicecontracts@iiti.ac.in
08	Submission of Bid Online	https://gem.gov.in/
09	Contract Period	Contract period will be 02 years from the date of issue of service order which may be extended further upto 03 years subject to satisfactory performance at the absolute discretion of IIT Indore.
10	Schedule of Price Bid Opening	Schedule for opening Price Bids will be notified via GEM only to the bidders qualifying the Technical Bid evaluation.
11	किसी भी आवश्यक सहायता के लिए संपर्क करे FOR TAKING ASSISTANCE, IF ANY	GEM Portal website: www.https://gem.gov GEM Portal Help Desk Toll Free No.:18004193436

अनुभाग-2 /SECTION-II
ऑनलाइन बोली जमा करने के लिए बोलीदाताओं को निर्देश
INSTRUCTIONS TO THE BIDDERS FOR ONLINE BID SUBMISSION

The tender shall be submitted in accordance with these instructions and any tender not confirming the instructions as under is liable to be rejected. These instructions shall form part of the tender and the contract.

1. **For Online Bid Submission** please visit GeM Portal ([URL:http://https://gem.gov.in/](http://https://gem.gov.in/)). The bidders are required to submit copies of their bids electronically on the GEM Portal.
2. **For Registration:** Bidders are required to enroll on the GeM portal ([URL:http://https://gem.gov.in/](http://https://gem.gov.in/)).
3. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
4. IIT INDORE reserves the right to reject any tender/bid wholly or partly without assigning any reason. The IIT Indore may indeed relax pre-qualification/technical qualification criteria based on specific needs and requirements
5. The Technical Committee constituted by the IIT INDORE shall have the right to verify the particulars furnished by the bidder independently.
6. The service provider shall be responsible for any damage caused to the institute by the deputed staff.
7. All the tender documents & price bid to be uploaded as per this tender are to be digitally signed by the bidder.
8. The Bidder(s) may note that ONLINE BIDS will ONLY be accepted. All the requisite supporting documents mentioned in the bid document should and must be uploaded On-line <http://https://gem.gov.in/>. The Bids sent through FAX, E-mail, by hand and/or by post shall not be accepted/ processed, in any case.
9. The bidders may submit duly filled and completed bidding document ONLINE as per instruction contained in the bidding documents. The incomplete bid shall be rejected. The conditions of tender shall be governed by the details contained in the complete bid document.
10. In case, holiday is declared by the Government on the day of opening the bids, the bids will be opened on the next working day at the same time. The IIT INDORE reserves the right to accept or reject any or all the tenders.
11. The detailed instruction for online submissions of bid(s) through e-procurement module of Central Public Procurement Portal, the bidder(s) may visit following link:- [URL:http://https://gem.gov.in/](http://https://gem.gov.in/).

Assistant Registrar (Service Contracts)



अनुभाग-3 /SECTION-III
सामान्य निर्देश / GENERAL INSTRUCTIONS:

1. Indian Institute of Technology Indore (IIT INDORE) invites **Online tender for the work of "Rate Contract for Disposal of Hazardous Chemical Waste and Bio-Hazard"**.
2. **Tender Type: Two Bid through Online Mode.**
 - (a) **PART A - Technical Bid:** Technical bid will be opened on the due date for technical evaluation of bids. The technical evaluation matrix will be uploaded on GeM Portal for intimation to the firms. The technically disqualified firms can represent disqualification within 02 days of uploading of technical evaluation matrix on GeM Portal. If the disqualified firms do not represent or raise concerns within the **2-days window, their opportunity to dispute the disqualification is forfeited**. After the week, the tender process will move forward without considering any further representations, and no late objections will be entertained.
 - (b) **PART B - Financial Bid:** Financial bids of only technical qualified responsive bidders will be opened.
3. **Pre-Bid Meeting:** The Pre-Bid meeting for this tender is scheduled as specified in the Schedule of Tender document. **Its purpose is to address any questions or clarifications from prospective bidders regarding the technical bid and commercial terms and conditions.**
 - a) To facilitate this, bidders are encouraged to submit their queries, if any, using the format provided in **Form VIII**. The submitted queries should clearly reference the tender number and title and must be marked as "Queries for Pre-Bid Meeting."
 - b) These queries should be sent via email at servicecontracts@iiti.ac.in. The schedule for submitting queries is mentioned in Section 1 of the tender document, and no queries will be entertained after the date of the Pre-Bid meeting.
 - c) Following the meeting, if any modifications to the bidding documents are required, these will be communicated to all prospective bidders through an official notification of amendment. This will be made available on both the IIT Indore website and the GeM Portal. Make sure to submit any queries within the prescribed time frame, as no further questions will be addressed once the Pre-Bid meeting has concluded.
4. **Bid Submission:** Bidders are requested to submit the bids **only after the issue of minutes of the pre-bid meeting 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. All the two parts of the bid shall be submitted online at GeM Portal.
5. **Late Bids:** The Institute will not be responsible for delay arising due to any reason.
6. **Bid Validity:** Bids shall be valid for a period of **180 days** from the date of opening of the tenders.
7. **Modification and withdrawal of bids:** No bid can be modified after the deadline for submission of bids. No bid can be withdrawn after the deadline for submission of bids till the expiry of the period of bid validity.
8. Benefits to Micro and Small Enterprises (MSEs) & Start-up India will be as per the Govt. of India policy.

9. **Bid Security (EMD):** Earnest Money Deposit (EMD / Bid Security (BS) has to be submitted by bidders except those who are

- i. 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 / Udyog Aadhaar (as validated by Government from time to time) and through uploaded supporting documents.
- ii. Start-ups as recognized by the Department of Industrial Policy and Promotion (DIPP).
- iii. Sellers who have got their credentials verified through the process of Vendor Assessment by Vendor Assessment Agencies for the Primary Product / Primary Service for which Bid / RA has been invited.
- iv. Sellers/ Service Provider having annual turnover of INR 500 Crore or more.

In such case, a copy of the valid certificate showing registration with the abovementioned institutions to be uploaded in PART A of the e-tender in PDF format. 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.

- a) EMD will be returned to the unsuccessful bidders within 30 days from the finalization of technical evaluation.
- b) 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.
- c) 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.
- d) No interest will be payable by the Institute on the Earnest Money Deposit.

Note: (EMD As per GeM bid Document)

10. **Performance Security:** Within Twenty Days (21) days from the date of the issue of notification of award, the firm has to submit performance security of 5% of total estimated cost of service is to be submitted from an Indian Scheduled Bank in the form bank guarantee valid upto sixty (60) days beyond the contract period. No interest will be payable by the IITI on the Performance Security deposited. In case the service provider fails to provide satisfactory service within the contract period, the Performance Security submitted by the firm is liable to be forfeited.

In case the time for completion of work gets extended, the firm shall get the validity of performance guarantee extended to cover such extended time for completion of work. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the firm, without any interest.

11. **Visit to the Institute:** It shall be deemed that the service provider has undertaken a visit to the Institute and is aware of the location and operational conditions prior to the submission of the bid. The cost of such a visit shall be borne by the service provider.

12. **Clarification of Tender Document:** The Service provider shall check all the pages of each and every document against page number given in tender document and, in case of any query/doubt the bidder should contact the Assistant Registrar (SCS), IIT Indore in writing to email arsc@iiti.ac.in

13. **Opening of Tenders:** The opening of bids will be done as per specified schedule mentioned in Section I. In the event of the specified date of Bid opening being declared a

holiday for the IIT, Indore the Bids shall be opened at the appointed time and location on the next working day. In two-parts bidding, the financial bid shall be opened only for those who qualified in the technical evaluation stage by the committee.

14. **Confidentiality:** Information relating to the examination, evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award. Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid.
15. **Evaluation Criteria for Technical Bids: -**
- i. **Technical Bid Evaluation:** The Institute will constitute a Technical Evaluation Committee which shall examine the bids to confirm that eligibility criteria and technical evaluation criteria have been complied as per tender document.
 - ii. **Financial Bid:** The financial offer/bid will be opened only for the offer/bid which submits all the required necessary documents and is verified by the Technical Evaluation Committee as technically qualified bid.
 - iii. **Award Criteria:** The Institute reserves the right to award the contract to the successful Bidder, also called as Service provider, whose bid has been determined to be substantially responsive and offered rates are lowest for disposal and has been determined as a qualified bid both in technical and financial bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
 - iv. **Purchaser's Right to vary number of orders/ quantity at Time of Award:** The Institute reserves the right at the time of award of contract to increase or decrease the number of orders or quantity originally specified in the tender without any change in unit price or other terms and conditions.
 - v. **Purchaser's right to accept any Bid and to reject any or all Bids:** The Institute reserves the right to accept or reject any bid at any stage and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders.
 - vi. **Signing of Contract:** After notification of the successful Bidder, the Institute shall send a Service Order to the successful Bidder which should be acknowledged within **02 working days** from receipt of the service order.
 - vii. **Order Acceptance:** The successful bidder should submit Service/ Work Order acceptance within **02 working days from the date of issue of order/signing of contract**, failing which it shall be presumed that the service is not interested, and the bid security is liable to be forfeited.
16. **Conflict of Interest among Bidders/Agent:** The bidder found to have a conflict of interest shall be disqualified.
- A bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if:
- (a) they have controlling partner (s) in common; or
 - (b) they receive or have received any direct or indirect subsidy/financial stake from any of them; or
 - (c) they have the same legal representative/agent for purposes of this bid; or
 - (d) they have relationships with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder; or

- (e) bidder participates in more than one bid in this bidding process. Participation by a bidder in more than one Bid will result in the disqualification of all bids in which the parties are involved.
- (f) in case of a holding company having more than one independently units, or more than one unit having common business ownership/management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/common business/ management units in same/similar line of business

17. **Right of Acceptance:** This Institute does not pledge itself and reserves itself the right to accept the whole or any part of the tender or portion of the quantity offered, and the firm shall supply the same at the rate quoted.

अनुभाग-4 /SECTION- IV
विशेष नियम और शर्तें
SPECIAL TERMS AND CONDITIONS

1. **Conflict of Interest:** No person working in any government service or employed by the Institute can be a partner or have any indirect interest in the contract.
2. **Contracts Responsibility**
 - a) **Indemnity:** The contractor will protect and compensate IIT Indore for any damage, injury, or expenses caused due to negligence by the contractor or their employees.
 - b) **Employment Status:** Workers provided by the contractor remain employees of the contractor only and have no claim for employment or regularization with IIT Indore. The contractor is fully responsible for providing the necessary manpower for collecting the hazardous chemical and biomedical waste.
 - c) **Labor Law Compliance:** The contractor is required to comply with all relevant labor laws. IIT Indore shall not be held liable for any legal complications resulting from the contractor's conduct. It is the contractor's responsibility to ensure coverage for their employees under the Workman's Compensation Act.
 - d) The Service Provider would be responsible for all the injuries and accidents occurring with the workers deployed by the Service Provider.
 - e) **Employee Verification:** The contractor must ensure the police verification of all employees and maintain attendance and related records, available for inspection on demand.
 - f) **Replacement of Unsuitable Staff:** If any employee is found inefficient, problematic, or involved in illegal activities, the contractor must replace them immediately.
 - g) **Misconduct Liability:** Any complaints of misbehavior or misconduct by the contractor's staff will be the contractor's responsibility, including compensating for any loss caused. The contractor must ensure no disturbances or inconvenience are caused on the Institute's premises.
3. **Tax Deduction:** IIT Indore will deduct taxes as per applicable laws.
4. **Failure to Execute Contract:** If the contractor fails to perform or abandons the contract, IIT Indore may forfeit the security deposit or any pending payments.
5. **Contract Duration:** Contract period will be 02 years from the date of issue of service order which may be extended further upto 03 years subject to satisfactory performance at the absolute discretion of IIT Indore.
6. **Pickup Address and Time:**
 - **Hazardous Chemical Waste:** Hazmat Chem, Central Store, IIT Indore, Monday to Friday, 10:00 AM to 4:00 PM.

7. Biohazard Waste:

- a) Health Center, IIT Indore from Monday to Sunday from 10.00 AM to 4.00 PM
- b) BSBE Department, POD 1B Building, IIT Indore from Monday to Sunday from 10.00 AM to 4.00 PM (details of the labs mentioned scope of work)

- 8. Payment Terms:** Payment will be 100% through RTGS on a monthly basis, within 30 days after invoice submission and verification by the central Stores, Health Center and BSBE department on actual quantity of waste. (quantity may increase or decrease and the payment will be done on actual basis)
- 9. Condition of Materials:** Materials will be collected "as-is" from the godown, unpacked, and on an actual weight basis. IIT Indore takes no responsibility for condition or quantity, and no complaints will be accepted. Bidders must lift the entire lot; partial picking is not allowed.
- 10. Cost of Lifting waste:** The successful bidder must bear all costs related to loading, unloading, weighing, transportation, and packing within the stipulated time.
- 11. Delay in Pickup:** If materials are not lifted within the specified time, a ground rent of Rs. 300 per day will be charged for up to 7 days. After 7 days, materials will be considered abandoned, the payment forfeited, and the bidder blacklisted for 6 months.
- 12. Authorized Representatives:** Service provider should send the authorized persons to collect materials with a letter of authorization and valid photo ID (e.g., Driving License, PAN card) with signatures attested by the bidder.
- 13. Waste treatment and Disposal:** The bidder should submit the detailed SOP of pickup of the waste, treatment/disposal as per guidelines.

अनुभाग-5 /SECTION- V
कार्य का सेवा दायरा / SCOPE OF WORK – PART A
FOR CHEMICAL WASTE

In terms of services the firm will be responsible for Chemical waste as mentioned above including the collection, packing, manpower, transportation, Treatment and Disposal, thereof.

The scope of services includes collection, packing, transport, treatment and disposal of Chemical waste generated at IIT Indore as detailed below.

1. The Services will broadly consist of facility for Collection, packing, Transportation, Interim storage, Treatment & Disposal of all Chemical Waste, generated at IIT Indore, as per the 'Hazardous and Other Wastes (Management, Handling and Transboundary Movement) Rules, 2016 or subsequent amendments if any as it comes up subsequently.
2. The service provider will have to collect the chemical waste from Central Stores IIT Indore, situated within the Institute as per instructions of the Authority.
3. Category of Chemical/Hazardous/Medical Waste and their disposal types:

Sr. No.	Name of the Reagent	Disposal Types
1	Halogenated Waste	Payment to be made by IIT Indore
2	Non-Halogenated Waste	Payment to be made by IIT Indore
3	Mix Solvent	Payment to be made by IIT Indore
4	Solid Waste	Payment to be made by IIT Indore
5	Spent/Burnt Oil	Payment to be made by Buyer to IIT Indore
6	Bio-Chemical Waste	Payment to be made by IIT Indore
7	Bio-Hazardous Waste	Bio-Medical Waste
8	Bio-Medical Waste	Bio-Medical Waste

4. PACKAGING –

- (i) As per the Clause-3.1 for the required services, IITI has stored chemical waste according to its category in container/drum/boxes/bottles etc. for the interim safe storage, Therefore, after disposal of chemical waste, IIT Indore is not obliged to provide its containers/drums/boxes etc. If the service provider takes the chemical waste with them, then the current market price of containers/drums/boxes etc. will be cut off from the payment of the service provider.
- (ii) The service provider will arrange his own container/drums/boxes/bottle etc. according to the nature of the chemical waste as per 'rules' for its safe transportation, treatment.

5. The average Qty. of waste generated by the institute. Detail is as follows:

S. No.	Name of the Reagent	Approx. average Qty. of waste generated per Month (in Kgs./Lit.)	Location
1	Halogenated Waste	300 kgs.	Central Stores
2	Non-Halogenated Waste	300 kgs.	Central Stores
3	Mix Solvent	300 kgs.	Central Stores
4	Solid Waste	75 kgs.	Central Stores
5	Spent/Burnt Oil	25 Ltrs.	Central Stores
7	Bio-Hazardous Waste	150 Kgs.	BSBE Department
8	Bio-Medical Waste	120 Kgs	Health Centre

**Note: Qty. & types of chemical/Hazardous waste may be changed (increase or decrease).*

6. The service provider will have to ensure that the chemical waste is not stored for over 03 (three) months in the Institute. Therefore, the service provider will have to make at least one visit quarterly to collect the chemical waste from the Institute.
7. In case of delay in collection of chemical waste against the above-mentioned schedule/informed schedule, the penalty @ @ 0.5% (Half Percent) per week subject to a maximum of 10% of the total value of supply order & beyond 10% subject to approval of IIT Indore.
8. The service provider will ensure regular collection and safe transportation of chemical/hazardous Waste from IIT Indore in containers & vehicles specially designated (and labeled) for the purpose, as per rule.
9. The TSDF-SP must ensure that its treatment facility is in accordance with the 'Rules' and has a valid Authorization from the State/Central Pollution Control Board/MPPCB.
10. The prospective service provider will also monitor and manage emissions and waste water discharges from service provider in accordance with the prevailing Regulations.
11. The prospective service provider must have a weighed system for recording the weight of the waste. The generated waste must be weighed in presence of Institution representative and must be recorded in appropriate schedule under Rules.
12. The prospective service provider should maintain records related to collection, storage, transportation, treatment and disposal in accordance with 'Rules' and make available the same to the authority or its representative as required.
13. Before signing of the contract, both parties must conduct a joint verification of chemical storage room central stores of the institute covered under the Contract. Also, the service provider has to agree that at any point of time during the currency of the Contract, if there is an increase in Qty. of waste or new facility (Deptt. /Labs) gets added, he will carry out the services on the same rates applied pro-rata to increased Qty. of Waste on actual weight basis.
14. The Authority will **NOT** provide any facilities of Space, Electricity, Water, Land for landfill for treated Hazardous Waste. The approved service provider will have to arrange the site and transport the treated waste to the site as per the 'Rules'.
15. The prospective Service Provider is required to designate an authorized representative who will receive the instructions from the contract signing authority from time to time. All such instructions received by the authorized representative on behalf of the Service Provider must be deemed to have been received by the Service Provider within the scope of this service order.

अनुभाग-5 /SECTION- V
कार्य का सेवा दायरा / SCOPE OF WORK- PART B
FOR BIOHAZARD WASTE & BIOMEDICAL WASTE

In terms of services the firm will be responsible for biohazard waste as mentioned above including the collection, packing, manpower, transportation, Treatment and Disposal, thereof.

The scope of services includes collection, packing, transport, treatment, and disposal of biohazard waste generated at IIT Indore as detailed below:

1. Bar code Mechanism system (e.g. Gour Software & Service Pvt. Ltd.- records collection of biohazard waste by weight and by color coding on a per day basis) for proper waste disposal management and to retrieve data which will reflect on MPPCB portal.
2. software data should be shared every month to the departments concerned with waste category and quantity for record keeping purposes.
3. Waste should be collected daily from the Health Centre.
4. Polybags should be provided by the Agency (Red/Yellow/White) as per the required color-coding system on monthly basis.
5. Frequency of Biohazard waste collection - Daily Routine basis - 24hrs interval Audit- Random visit from MPPCB personal- Biohazard waste management system.
6. The quantity of such waste is around 10% to 15% of total waste generated by Health Care Facility. This waste consists of the materials which have been in contact with the patient's blood, secretions, infected parts, biological liquids such as chemicals, medical supplies, medicines, lab discharge, sharp metallic and glassware, plastics etc.
7. Monthly disposal of Biohazard waste in **BSBE Labs** is approx. 120-150Kg mention below:

S. No.	Lab Location	No. of Polybags Required (Capacity - 5 Kg/day - R&Y+ 2Kg – W)				Total (Red & Yellow)
		Red	Yellow	White	Black	
1	POD-1B-601	2	1	1	2	3
2	POD-1B-602	3	2	1	2	5
3	POD-1B-602	3	2	1	2	5
4	POD-1B-603	3	2	1	2	5
5	POD-1B-603	2	2	1	2	4
6	POD-1B-501	3	2	1	2	5
7	POD-1B-501	3	2	1	2	5
8	POD-1B-501	2	1	1	2	3
9	POD-1B-502	0	0	0	2	-
10	POD-1B-502	3	2	0	1	5
11	POD-1B-502	2	2	1	1	4
12	POD-1B-501	2	2	1	2	4
13	POD-1B-501	2	2	1	2	4
14	POD-1E-504	2	1	1	1	3
15	POD-1E-504	0	0	1	1	1
16	POD-1E-504	-	-	-	1	-
				13 / mth	27 /day	56 / Day

*Additional requirement of Polybags will be there in Animal House - approx. 30 (15 R & 15 Y)

8. Bio Medical Waste Management Rules, 2016 categorizes the bio-medical waste generated from the health care facility into four categories based on the segregation pathway and color code. Various types of bio medical waste are further assigned to each one of the categories, as detailed below:

1. Yellow Category
2. Red Category
3. White Category
4. Blue Category

9. These categories are further divided as per the type of waste under each category as follows:

a) Categories of Biomedical Waste

CATEGORY	TYPE OF WASTE
YELLOW	Human Anatomical Waste Human tissues, organs, body parts and fetus below the viability period (as per the Medical Termination of Pregnancy Act 1971, amended from time to time).
	Animal Anatomical Waste Experimental animal carcasses, body parts, organs, tissues, including the waste generated from animals used in experiments or testing in veterinary hospitals or colleges or animal houses.
	Soiled Waste Items contaminated with blood, body fluids like dressings, plaster casts, cotton swabs and bags containing residual or discarded blood and blood components.
	Discarded or Expired Medicine Pharmaceutical waste like antibiotics, cytotoxic drugs including all items contaminated with cytotoxic drugs along with glass or plastic ampoules, vials etc.
	Chemical Waste Chemicals used in production of biological and used or discarded disinfectants
	Chemical Liquid Waste Liquid waste generated due to use of chemicals in production of biological and used or discarded disinfectants, Silver X -ray film developing liquid, discarded Formalin, infected secretions, aspirated body fluids liquid from laboratories and floor washings, cleaning, house - keeping and disinfecting activities etc
	Discarded linen, mattresses, beddings contaminated with blood or body fluid, routine mask & gown.
	Microbiology, Biotechnology and other clinical laboratory waste (Pre-treated) TYPE OF WASTE Microbiology, Biotechnology and other clinical laboratory waste: Blood bags, Laboratory cultures, stocks or specimens of microorganisms, live or attenuated vaccines, human and animal cell cultures used in research, industrial laboratories, production of biological, residual toxins, dishes and devices used for cultures.
RED	Wastes generated from disposable items such as tubing, bottles, intravenous tubes and sets, catheters, urine bags, syringes without needles, fixed needle syringes with their needles cut, vacutainers and gloves
WHITE	Waste Sharps including metals Needles, syringes with fixed needles, needles from needle tip cutter or burner, scalpels, blades, or any other contaminated sharp object that may cause puncture and cuts. This includes both used, discarded and contaminated metal sharps
BLUE	Broken or discarded and contaminated glass including medicine vials and ampoules except those contaminated with cytotoxic wastes.

b) General Waste

General waste consists of all the waste other than bio-medical waste, and which has not been in contact with any hazardous or infectious, chemical or biological secretions and does not include any waste sharps. This waste consists of mainly:

- Plastic water bottles (dry waste)
- Newspaper, paper and card boxes (dry waste)
- Aluminum cans of soft drinks (dry waste)
- Packaging materials (dry waste)
- Food Containers after emptying residual food (dry waste)
- Organic / Bio-degradable waste - mostly food waste (wet waste)
- Construction and Demolition wastes

These general wastes are further classified as dry wastes and wet wastes and should be collected separately.

This quantity of such waste is around 85 % to 90 % of total waste generated from the facility. Such waste is required to be handled as per Solid Waste Management Rules 2016 and Construction & Demolition Waste Management Rules, 2016, as applicable.

c) Other Waste

Other waste consists of used electronic waste, used batteries, and radioactive waste which are not covered under biomedical waste but have to be disposed of as and when such waste is generated as per the provisions laid down under E-Waste (Management) Rules, 2016, Batteries (Management & Handling) Rules, 2001, and Rules/guidelines under Atomic Energy Act, 1962 respectively.

10. Monthly disposal of Bio-Medical waste in **Health Centre** is approx. mention below:

- Yellow -42.2kg
- Blue-18.3 kg
- Red-37.7kg
- white-6 kg

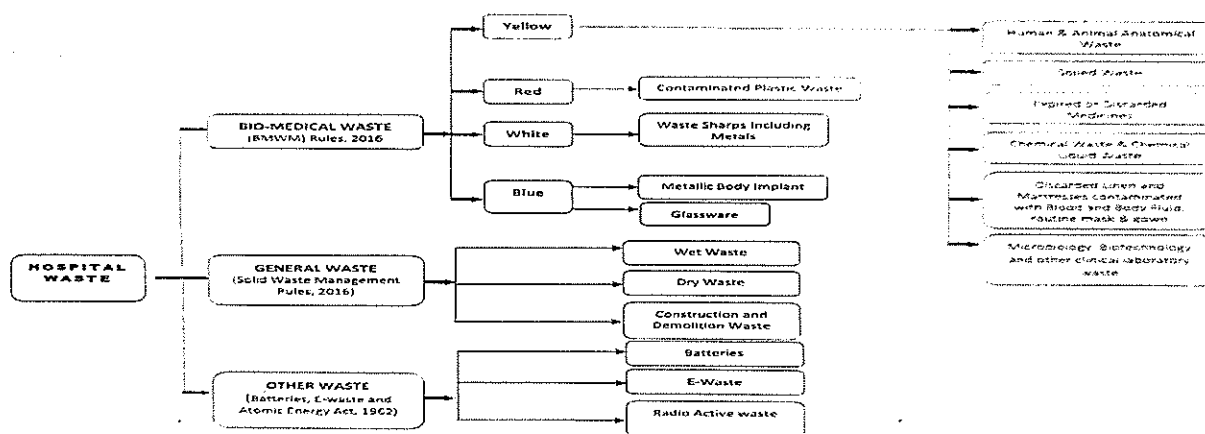
Total Bio -Medical Waste - 104.2 per month

11. Waste should be collected daily.

12. Color coded polybags should be supplied by the firm in mention below format.

Guidelines for Management of Healthcare Waste as per Biomedical Waste Management Rules, 2016

Figure 2: Categorization & Classification of Wastes in Health Care Facilities.



अनुभाग 6 / SECTION VI
सामान्य नियम और शर्तें

GENERAL TERMS & CONDITIONS

1. **Subletting of Work:** The Service provider shall not assign or sublet the service/ job or any part of it to any other person or party. The tender is not transferable. Only one tender shall be submitted by one tenderer.
2. The tenderer submitting tender would be deemed to have inspected the premises, considered and accepted all the terms and conditions of contract. No verbal enquiries will be entertained in respect of acceptance or rejection of the tender.
3. **No correspondence/discussion/visits whatsoever will be entertained on the subject unless specifically called by this office, after opening the tenders for technical discussions/ price negotiations.** Any violation of this will render the bids invalid and the service provider is liable to be debarred/blacklisted.
4. **Negotiation:** If the price offered by the best evaluated bidder is considered not acceptable, the Institute reserves the right to call for techno-commercial/ price negotiations. The bidder should depute a competent representative for such discussion/negotiations whenever called for and he/she shall be competent to make on-the-spot decisions. In case, such negotiation does not provide the desired result, the reasonable or acceptable price may be counter offered to the next best evaluated bidder(s).
5. The Institute does not bind itself to accept the lowest or any tender and may cancel/withdraw the tender without assigning any reason. No claim whatsoever, for any reason arising out of such action, will be entertained by the Institute.
6. **Penalty:**
 - a) In case of delay in picking up of waste i.e. more than a day for biohazard and bio-medical waste and 1 week for hazardous chemical waste penalty will be charges @ 0.5% (Half Percent) per week subject to a maximum of 10% of the total value of supply order & beyond 10% subject to approval of IIT Indore.
 - b) The penalty provisions specified in the SLA on GEM will be applicable to the bidder.
7. **The IITI through its officers, reserves the right to alter the specifications of service of adding to or omitting any items of scope of service or having portions of the same carried out in the Institute by others and such alterations and variations shall not violate this contract.**
8. In the event of the Service Provider executing the service under contract in whole or in part an alternative arrangement will be made by the IITI totally at the cost & risk of Service Provider besides any suitable fine /penalty.
9. The Service Provider shall be liable to pay compensation for any loss & damage caused to the property of the IITI or its Staff Members/Students/Visitors by the Service Provider or its workers.
10. **The IITI reserves the right to terminate the contract without assigning any reason by giving a notice period of three months. The Service Provider will also have to serve a notice of three months, if he wishes to terminate the contract.**

11. **Force Majeure:** Neither the contractor 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, fire, floods, explosion, epidemic, quarantine restrictions, 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.
12. Please inform the Institute in writing **whether the owner of the firm or any of their partners/employees has close relations working with IIT Indore.**
13. **Breach of Terms and Conditions:** In case of cancellation of order due to Non-compliance with Terms and Conditions and Breach of the Contract, no compensation will be paid towards the progress of order.
14. **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.
 - b) **Termination on account of Force Majeure:** Either party shall have the right to terminate this Contract on account of Force Majeure.
 - c) **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.
 - d) **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.
 - e) **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.
 - f) **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.
15. **Governing Law:** The order placed will be a contract between the Service provider and the Institute and shall be governed by the LAWS of India. Any disputes arising out of or in connection with this contract shall be subject to the exclusive jurisdiction of the competent courts located in Indore, India.
16. **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.
- (d) The award of such Arbitrator shall be final and binding on the parties. In the event of such Arbitrator to whom the matter is originally referred is being transferred or vacating his office or resigning or refusing to work or neglecting his work or being unable to act for any reason whatsoever the Registrar, IIT Indore shall appoint another person to act as Arbitrator in place of the outgoing Arbitrator in accordance with the above said terms of the contract and the person so appointed shall be entitled to proceed with the reference from the stage at which it was left by his predecessor. The Arbitration and Conciliation Act, 1996, shall apply to arbitration proceedings. The venue of arbitration shall be Indore.

17. Cancellation of Contract:

- a) 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.
- b) 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.

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

19. All bidders must fulfill the requirements outlined in the NIT to qualify for the Technical Bid. The Institute reserves the right to relax any of the specified conditions, if necessary.

20. IIT Indore reserves the right to cancel the contract or withhold payment if the contractor fails to commence the work or if the performance is deemed unsatisfactory. In such cases, IIT Indore may arrange for the work to be carried out through the open market or by other agencies at the contractor's risk and expense. Additionally, penal actions may be imposed on the contractor, including blacklisting and forfeiture of the earnest money or security deposit, in the event of any breach of the contract terms.

21. IIT INDORE reserves the right to:

- a) reject any or all the tenders without assigning any reason whatsoever.
- b) not bind himself to accept the lowest or any tender; and
- c) accept the whole or any part of the tender and the bidder shall be bound to perform the same at the rates quoted.

d) to modify/alter/Insertion/deletion on any part of the NIT/tender document to ensure fulfillment of its service requirement.

22. All other Terms & Conditions will be as per GEM GTC Amendment GEM 4.0 (Version 1.19)

अनुभाग-7 /SECTION-VII

तकनीकी बोली (अपलोड किए जाने वाले दस्तावेजों की सूची)

TECHNICAL BID (LIST OF MANDATORY DOCUMENTS TO BE UPLOADED)

Sl. No.	Particulars	Details & Reference
1.	Earnest Money Deposit Acknowledgement	
2.	Details of Valid authorization from the MP-State/Central PCB (For Specific Category- Disposal of Hazardous Chemical Waste, Bio-Medical Waste and Bio-Hazard Waste) Valid License No. (MPPCB/CPCB); License Issued By (Authority Name): Please attach the copy of valid license	
3.	Registration/Incorporation Certificate and Gumastha License copy to be attached	
4.	Bidder Information	As per Form I
5.	Acceptance Certificate	As per Form II
6.	Declaration Regarding the Partners of the firm or sole Proprietor or Company has never been blacklisted or changed the name of the firm (in original) and Company is/are not involved in any Police Case/ Vigilance enquiry pending or ever been punished by any Hon'ble Court (in Original)- Clean Track / No Legal Action	As per Form III
7.	Declaration of Annual Turnover, Profit & Loss and Income Tax Return	As per Form IV
8.	Letter of Consent	As per Form VII
9.	Form of Undertaking	As per Form VIII
10.	Pre-Bid Query Form	As per Form IX
11.	Performance Report for Services provided in Government/ Semi-Government/ Autonomous Organizations	As per Form X
12.	Performance Security Format	As per Form XI
13.	Details of previous and current clients	As per Form V
14.	The Bidder should submit the PAN and GST copy	
15.	The vender should have his own waste management setup	Yes/No
16.	The vender/firm should be from Indore or within the statutory limit.	
17.	Experience: Should have experience of Minimum 5 years after incorporation of the business.	Documents to be attached
18.	The Signed copy of NIT	
19.	Udyam Certificate if bidder claim MSEs should be as per GEM Terms & conditions	
20.	Startup Certificate if the bidder claim as a startup	

21.	List of other Govt. Departments, Public Sector units and Central Autonomous Bodies for which the bidder is having the similar type of contracts and a valid certificate regarding the satisfactory performance of the contract	
22.	FINANCIAL TURNOVER: The firm should have an annual financial turnover more than Rs. 01 Crore during the past three financial years namely 2021-22, 2022-23, and 2023-24. The service provider/ Bidders should not have incurred any loss during the last 3 (three) years (as of 31st March 2024). Profit after Tax should be positive for the above-mentioned period.	
23.	The bidder should not have a record of poor performance such as abandoning work, not properly completing the contract, or financial failures/ weaknesses, unsatisfactory performance etc.	Yes/No
24.	WORK EXPERIENCE: The Service provider/Bidders should have work experience as per the following parameters. a) Three similar completed work costing not less than Rs 1,50,000/- in last 3 (three) years for any Govt./Semi Govt./ Public Sector Units/Central Autonomous Bodies/ Centrally Funded Medical Institutes/Hospitals which includes AIIMS/IMS-BHU etc where they have completed the similar works. OR b) Two similar completed work costing not less than Rupees 2,00,000/- in last 03 (three) for any Govt./Semi Govt./ Public Sector Units/Central Autonomous Bodies/ Centrally Funded Medical Institutes/Hospitals which includes AIIMS/IMS-BHU etc where they have completed the similar works. OR c) One similar completed work costing not less than Rupees 3,00,000/- in last 03 (three) years for any Govt./Semi Govt./ Public Sector Units/Central Autonomous Bodies/ Centrally Funded Medical Institutes/Hospitals which includes AIIMS/IMS-BHU etc where they have completed the similar works. Note: a) Similar work means Disposal/Recycling of Hazardous Chemical Waste, Bio-Medical Waste and Bio-Hazard Waste. b) Work Order/ Bill will be considered for the work experience.	Documents to be attached

Note:

1. Non-submission of all the documents mentioned above, except Pre-Bid Query Form & Performance Security Format (to be submitted only if applicable), by the bidder will amount to non-eligibility for this tender and its bid shall be liable to be rejected summarily.

अनुभाग-8 /SECTION-VIII

वित्तीय बोली / PRICE BID

- The decision of the Institute in this regard shall be final and binding. No representation in this regard will be entertained and replied to.
- The prices once accepted by the Institute shall remain valid till the successful expiry of the contract period including extensions if any, and the work fully effected and accepted or 12 months from the date of acceptance of contract, whichever is later. The Institute shall not entertain any increase in the rates during the period. However, in the event of a reduction or increase in Government levy/duties/taxes during the period of execution of the order, the rates shall be suitably adjusted with effect from the date notifying the said reduction or increase in the Government levy/taxes/duty, if any.
- Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD shall be forfeited.
- The tender shall remain valid for acceptance for **180 days**, from the date of tender opening.

S.No.	Service Name	Disposal Rate per Kg./ ltr. inclusive of GST
1.	Halogenated Waste	
2.	Non- Halogenated Waste 18	
3.	Mix Solvent	
4.	Solid Waste	
5.	Spent/Burnt Oil	
6.	Bio- Hazardous Waste	
7.	Bio-Medical Waste	

Note:

Date:

Place:

Company Seal

Authorized Signatory

Name:

Designation:

Contact No.:

प्रपत्र - I / FORM - I
बोलीदाता सूचना प्रपत्र
Bidder Information Form

(To be submitted on Service Provider/ Company Letterhead)

1.	Name of the Organization	
2.	Company/ Firm Registration Number/ Incorporation number:	
3.	Details of infrastructure persons employed and number of offices/branches available (attach separate sheet).	
4.	Registered Address with Pin code	
5.	Name of Director/ Partner(s)	
6.	Year of Establishment	
7.	Legal Status of the Organization (tick on appropriate option)	1. Limited Company 2. Undertaking 3. Joint Venture 4. Partnership 5. Others (In case of others, please specify)
8.	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)
9.	Contact Name, Email Id & Mobile No.	
10.	Bank Details	Name of Beneficiary : A/c. No. CC/CD/SB/OD: Name of Bank : IFSC NO. (Bank) : Branch Address and Branch Code:
11.	PAN No. of the Organization (copy should be enclosed)	
12.	GST No. of the Organization (copy should be enclosed)	

Date:

Place:

Company Seal

Authorized Signatory

Name:

Designation:

Contact No.:

प्रपत्र - II / FORM - II
निविदा शर्तों की स्वीकृति हेतु
ACCEPTANCE CERTIFICATE
(To be submitted on Service Provider/ Company Letterhead)

Date: DD/MM/YYYY

To,
The Registrar
Indian Institute of Technology Indore

Sub: Acceptance of Terms & Conditions of Tender.

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Services' from the web site(s) namely: _____ as per your advertisement, given in the above-mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like sections, annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein and I have no objection for any of the content of the bid document. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of bid.
3. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
4. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
5. I / We do hereby declare that we have quoted our firm rates inclusive of taxes if not mentioned extra.
6. I/We agree to hold this offer open for 180 days and shall be bound to supply/commission/install/test the equipment and dispatch the same within the specified period.
7. I/We agree that if we fail to complete the work/supply of services within the stipulated time, then the institute has full power to compound the liquidity damages or forfeit the Bid Security/Security Deposit, or any necessary action as deemed fit can be taken by the IIT Indore.
8. The services should be of the best quality and of the kind as per the requirements of the institution. The decision of the IIT Indore, India (herein after called the said officer) as regard to the quality and kind of services shall be final and binding on me. Should the said officer deem it necessary to change any services on being found of inferior quality, it shall be replaced by me/us free of cost in time to prevent inconvenience.
9. I/We declare that no legal/financial irregularities are pending against the proprietor/partner of the bidding firm or manufacturer.
10. I/We undertake that the quoted rates are not higher than that approved in any other Govt. institutions in India for the same items during the current Financial Year.

11. I/we do hereby confirm that the prices/rates quoted are fixed and are at par with the prices quoted by me/us to any other Govt. of State/Central/Institute/Department/PSUs. I/we also offer to supply the services/equipment/stores at the prices and rates not exceeding those mentioned in the price bid.
12. I/We do hereby confirm that I/we aware about the provisions of "Make in India"/startup initiatives and directives regarding Price Preference Policy to Make in India Registered Bidders, and I/We undertake for following the same as per directions of IIT Indore in respect of this E-Bid Enquiry.
13. I/we have the necessary infrastructure for the maintenance of the equipment and will provide all accessories/spares as and when required.
14. I/we also declare that in case of change of Indian Agent or for any other change. Merger, dissolution solvency etc. in the organization of our foreign principles, we would take care of the Guarantee/Warranty/Maintenance of the machinery/equipment and have provided written confirmation for the same.
15. I/we undertake to get the equipment repaired/replaced within 48 hours of the receiving of the complaint from the institute failing which a penalty of @ 1% of the cost may be recovered from the Bank Guarantee before releasing the same to us after completion period.
16. I/we undertake, If as a result of post payment audit any over payment is deducted in respect of any Supply/work done by our Service Provider or alleged to have been done by our Service Provider under this bid, it shall be recovered by the IIT Indore from your Service Provider.
17. I/we undertake, If any under payment is discovered, the amount shall be duly paid to your Service Provider by the IIT Indore.
18. I/we undertake that we shall be liable to provide all the relevant records copies during the concurrency period of Contract or otherwise even after the Contract is over, whenever required by IIT Indore.

Yours faithfully
(Signature of the Bidder)
Printed Name:
Designation:
Company Seal:
Date:

प्रपत्र - III / Form - III
स्वच्छ छवि/कोई कानूनी कार्रवाई नहीं होने के संबंध में घोषणा पत्र
DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION
(To be submitted on Firm/Company Letterhead)

To,
The Registrar
Indian Institute of Technology Indore

Date:

Sub: NIT No. _____”

Dear Sir,

I/we carefully gone through the Terms & Conditions contained in the above-referred NIT.

I/we hereby declare that my company / firm is not currently debarred / blacklisted/convicted by any Government / Semi-Government Organizations / Institutions in India or abroad. I/we further certify that I'm a competent officer in my company /firm to make this declaration.

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.

Yours faithfully

(Signature of the Tenderer)

Printed Name:

Designation:

Company Seal:

Date:

(NOTE: In case the company/firm was blacklisted previously, please provide the details regarding the period for which the company/firm was blacklisted and the reason/s for the same)

प्रपत्र - IV / FORM - IV
वार्षिक कारोबार की घोषणा और इनकम टैक्स रिटर्न
DECLARATION OF ANNUAL TURNOVER AND
INCOME TAX RETURN
(To be submitted on Firm/Company Letterhead)

To,
The Registrar,
Indian Institute of Technology Indore

Date :

Sub: NIT No. _____”

Dear Sir,

I/we hereby declare that the details of our firm's Annual Turnover and Profit & Loss are as follows duly certified by my/our Chartered Accountant:

Financial Year	Turnover	Profit & loss	Remarks
2022-2023			
2023-2024			
2024-2025			

And,

2) I/we hereby declare that our firm had filed Income Tax Returns for last 3 years i.e. FY 2022-23 to FY 2024-2025. Supported by copy of ITR of three years.

Yours faithfully

(Signature of the Tenderer)

Printed Name:

Designation:

Company Seal:

Business Address :

Date:

CERTIFIED

(Name of the Chartered Accountant/Firm)

Seal

Date:

Attach a separate neatly typed sheet on the letter head of Registered Chartered Accountant OR enclose copies of audited Balance Sheet and Profit & Loss Statement for the previous 3 financial year as specified in bid document and further details, if required, may be asked after opening of technical bids. There is no need to upload an entire voluminous balance sheet.

प्रपत्र - V / 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 IIT Indore of Technology Indore
Khandwa Road, Simrol
Madhya Pradesh - 453552

Date: DD/MM/YYYY

Sub: NIT No. _____”

Dear Sir,
Details of previous and current experiences with the clients are furnished below:

Name of the Client and full address	Order and Date	No. Description of the services offered	Telephone and Email id of the client	Tenure contract	of Value of contract

Date:

Place:

Company Seal

Authorized Signatory

Name:

Designation:

Contact No.:

प्रपत्र – VI / FORM - VI
सहमति – पत्र / Letter of Consent

Date:

To
The Registrar
Indian Institute of Technology Indore
Tender Ref. No.

Name of Work: 'Rate Contract for Disposal of Hazardous Chemical Waste, Bio-Medical Waste and Bio-Hazard Waste'

Dear Sir,

I/We understand the nature and quantum of work to be carried out. I/We have read various condition to the tender including general conditions and hereby agree to abide by the said terms and conditions. I/We also agree to keep this tender open for acceptance for a period of 180 days from the date fixed for opening the bid.

In case the tender is withdrawn within the validity period or the contract if awarded, I/We understand that our bid security declaration holds good, and I/We understand that I/We will be barred for future tendering as per the clauses of the bid security declaration.

The rate quoted by us is firm and I/We will execute the work as per the rates quoted in the attached schedule and hereby bind myself/ourselves to carry out the work during the entire contract period as per the letter of acceptance and terms of the tender/contract. 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.

Acceptance of this tender/contract shall constitute a binding contract between us subject to modifications, as may be mutually agreed between us and indicated in the letter of acceptance of my/our offer for this work.

Signatures of Tenderer(s) with stamp, address

Note: *The formats have been made available in the word format in the document title 'Annexures'. The format may also be downloaded; no change should be made by the tenderers except filling up details. In case any change is made in the contents of the formats, except filling -up details, it shall be treated as unauthorized and such tender will stand automatically disqualified.*

प्रपत्र - VII / FORM - VII

उपक्रम का प्रपत्र / FORM OF UNDERTAKING

We hereby declare that the advertisement inviting applications for Rate Contract for Disposal of Hazardous Chemical Waste and Bio-Hazard has been published on GEM dated _____ exclusively and wide publicity has been given. The candidates have been evaluated with regard to the qualitative requirement as mentioned in the published invitation of application.

We will be liable to appropriate action as per the contract in case of any shortcomings omission and commission.

I hereby declared that all the License/Certificate/Permission to complete the statutory compliance will be Suo-moto provided by us at any time to proceeding or required by the competent authority, if fail or refuse the same the action as deemed fit will be taken on me/us by the competent authority. I/we are fully responsible for all the license/certificate/permission requirements.

SIGNATURE OF THE CONTRACTOR OR HIS
AUTHORIZED SIGNATORY

DATE:

ADDRESS WITH SEAL OF THE SERVICE PROVIDER/FIRM

प्रपत्र - VIII / FORM - VIII

बोली-पूर्व प्रश्न प्रपत्र/प्रारूप

PRE-BID QUERY FORM

Sl. No	Reference of the Clause No. of the Tender Document	Query/Clarification/Deviation sought	Clarification/Response from IIT INDORE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

प्रपत्र - IX / FORM - IX

सरकारी / अर्ध-सरकारी / स्वायत्त संगठन में प्रदान की गई

सेवाओं के लिए प्रदर्शन रिपोर्ट

Performance Report for Services provided in
Government/ Semi-Government/ Autonomous Organizations

(To be issued by the organization where facility is being provided)

1. Name of the Owner:
2. Name of the Company/Firm & Location:
3. Name of organization where similar services are provided:
4. Name and contact No. of the person in the Organization for verification:
5. Date of award of contract:
6. Value of work in Contract:
7. Performance Report: Please tick/circle the correct option.

(a)	Quality of service	Excellent/Very Good/Good/Fair/Poor
(b)	Resourcefulness	Excellent/Very Good/Good/Fair/Poor
(c)	Behaviour and Attitude	Excellent/Very Good/Good/Fair/Poor
(d)	Redressal of complaints and Promptness	Excellent/Very Good/Good/Fair/Poor

Signature of Auth Representative

Name:

Designation:

Business Add:

Office Seal

(Signature of the Tenderer)

Name:

Designation:

Company Seal:

Business Address:

Date:

प्रपत्र - X / FORM - X
परफॉर्मेंस सिक्योरिटी प्रारूप
PERFORMANCE SECURITY FORMAT

To,

.....
WHEREAS (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no. datedto supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee:

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We further undertake to pay the Purchaser any money so demanded notwithstanding any dispute or disputes raised by the supplier(s)/vendor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment made by us under this bond shall be a valid discharge of our liability for payment there under and the supplier(s)/vendor(s) shall have no claim against us for making such payment.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the day of, 20.....

(Signature of the authorized officer of the Bank)

Name and designation of the officer
Seal, name & address of the Bank and address of the Branch
Phone No., Fax No. & e-mail id.

फॉर्म -XI / FORM-XI

**Format for Price Breakup/Financial Document for
Rate Contract For Disposal of Hazardous Chemical Waste, Bio-Medical Waste
and Bio-Hazard Waste**

Name of the Bidder/ Bidding Firm Company: _____

S.No	Name of the Reagent	Approx. average Qty. of waste generated per Month (in Kgs./Lit.)	Unit Rate in INR	Total Amount in INR inclusive of GST
1.	Halogenated Waste	300 kgs.		
2.	Non-Halogenated Waste	300 kgs.		
3.	Mix Solvent	300 kgs.		
4.	Solid Waste	75 kgs.		
5.	Spent/Burnt Oil	25 Ltrs.		
6.	Bio-Hazardous Waste	150 Kgs.		
7.	Bio-Medical Waste	120 Kgs		
Total Amount inclusive of GST				
Grand Total for 1 Year				
Grand Total for 2 Year				

Note:

1. All Terms & Conditions will be as per NIT Document uploaded on GeM.
2. Format for Price Breakup (FORM-XII) must be uploaded at the time of Price bid submission.
3. Quantity may be increase or decrease, the bill to be submitted by user department and payment will be on actual basis.
4. Service Provider will be required to quote total price in INR as above in GeM bid and upload the price breakup in the above format in the price breakup field.
5. The payment under this contract shall be made on satisfactory completion of service to be certified by the Administration / concerned department, through NEFT / RTGS / IMPS (online transfer). The final payment shall, however, be made only after adjusting all the dues / claims of the IIT INDORE.
6. Payment will be processed for each individual work assigned through email based on the measurement and verified by institute representative.
7. Ranking will be done on the basis of total financial quote of the technically qualified agencies considering all the employees. Technically qualified Service Provider, quoting minimum total premium will be awarded the contract.

(Signature of the Tenderer)
Company Seal

Date: _____



भारतीय प्रौद्योगिकी संस्थान इंदौर
सिमरोल खंडवा रोड इंदौर मध्यप्रदेश भारत, पिन- 453552
Indian Institute of Technology Indore
Simrol Khandwa Road, Indore,
Madhya Pradesh, India Pin-453552
Office: +91-0731-6603551, Email- mms@iiti.ac.in

सामग्री प्रबंधन अनुभाग/Material Management Section

दस्तावेज संख्या /File No.: IITI(MM)/CHE/103/DEP/GC/2025-2026

दिनांक /Date:-July 11, 2025

खरीद मांगपत्र /Purchase Indent

विभाग /Department/Division:	Chemical Engineering - IITI				
मांगकर्ता का नाम /Name Of Indentor:	Dr. Gaurav Chauhan	पद /Designation:	Assistant Professor	ई-मेल /Email	gaurav@iiti.ac.in
मांगकर्ता अनुशंसित प्राधिकारी /Indent Recommended:	Dr. Ramalingam Kailasham	पद / Designation:	Assistant Professor Grade II	ई-मेल /Email.	rkailasham@iiti.ac.in
मांगपत्र अनुमोदन प्राधिकारी /Indent Approving Authority:	Dr. convener_che	पद /Designation:	Convener	ई-मेल /Email.	convener_che@iiti.ac.in
मांगपत्र का प्रकार /Type Of Indent:	Equipment/Assets	Annual Procurement Plan Reference/SI. No.:	First page of annual procurement plan in Bio-processing lab section at point no 1.		
Budget Type:	Departmental	स्रोत /Source	Local	मांगकर्ता संपर्क नंबर /Indentor Contact Number:	9411120978

विनिर्देश /Specification

Sl. No	Item Category	Item	Item Details	Quantity	Unit	Estimated Cost (INR)	Total Cost(INR)
1	Non Consumable	5 lit In-situ fermenter	5 lit In-situ fermenter	1.0	Nos	8,00,000	₹8,00,000
Overhead charges(GST/Freight/Transport):				0			

Total Estimated Cost in (₹)(based on Budgetary quotes)(₹)	9,44,000 (INR Nine Lakh Forty Four Thousand only.)
Purpose of the requirement with complete need justification indicating :	This is for the Procurement of 5-liter In-situ Fermentor for the upcoming Bio-processing UG lab .
Nature of the material indented	Local Purchase committee
Expected Delivery Terms	
Delivery period form the date of purchase order(In weeks):	6
Venue (Point of Destination / Delivery):	None
Specific Delivery requirements such as Unloading /Storage :	None
Specific Delivery requirements such as Unloading /Storage/Site readiness etc. :	Yes
Site location	Transit Lab TL-03
Any Requirements Such as	
Installation/Commissioning/Training etc. :	Yes
Warranty (In months) :	Yes (12)/On Site
Pre-dispatch Inspection :	
AMC charges (In Years) :	No
Evaluation / Pre-qualification criteria to be inserted in the NIT,TENDER :	None
Details Specification/Scope Of Work:	None
Availability of Item on GeM (https://gem.gov.in/)__No____ (if the indented item is available on GeM, it is mandatory to procure the item through GeM or if is not available, procurement procedure will be as per GFR 2017 & Purchase Manual. User department should attach the screenshot of the item for further process	

List of Suggested Vendors/Suppliers with their Contact details

Sl. No	Name of the Firm	Contact details	Remark
1	Dhruv Fabrotech	Dhruv Fabrotech-Billing	None

Certified that the specification of this Indent are generic and broad based without having any Restrictive Parameters to suit any particular Source of Supply. No make and model is specified in the indent.

Sl. No	Name of recommender	Status	Date/Time
1	Ramalingam Kailasham	Recommended	Friday, 11 Jul 2025 12:08 PM

Name of Indent Created By with date	Signature of the Indenting Officer with date	Signature of the Indent Approving Authority:
Mr. Nikhilesh Marko (Friday, 11 Jul 2025 11:49 AM)	Dr.Gaurav Chauhan (Friday, 11 Jul 2025 11:49 AM)	Dr.convener_che (Friday, 11 Jul 2025 12:10 PM)

**वित्त और लेखा / अनुसंधान और विकास
विभाग द्वारा उपयोग के लिए/ FOR USE BY ACCOUNTS/ R And D SECTION**

**बजट में निधि की उपलब्धता
Availability of Fund in the Budget**

Fund Availability Finance Section

Budget Head	Amount
Equipment Lab	9,44,000

Allocated Budget	Total Commitments till date excluding this indent	Available fund for this indent	Balance Available
3,50,00,000	52,54,000	9,44,000	2,88,02,000

Dealing Assistant	Name Date Sr Manager FAS
Finance Dealing Assistant (Wednesday, 16 Jul 2025 03:05 PM)	araccounts@iiti.ac.in (Wednesday, 16 Jul 2025 04:04 PM)