



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

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

**Bid Document**  
**for**  
**Service Contract for AMC/CMC of Fire Extinguisher at IIT**  
**Indore**

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)

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

**निविदा आमंत्रण सूचना / NOTICE INVITING TENDER (NIT)**  
**for**  
**Service Contract for AMC/CMC of Fire Extinguisher at IIT Indore**

Online e-Tenders are invited by IIT Indore (in Two Bid System) for the working "(Service Contract for AMC/CMC of Fire Extinguisher at IIT Indore) with the following details.

Sl. No.	Description of Stores	Ref No.	EMD
1.	Service Contract for AMC/CMC of Fire Extinguisher at IIT Indore	005	As per CPP Bid Document

**SUBMISSION OF BIDS ONLINE IN TWO BID:** <https://eprocure.gov.in/eprocure/app>

**\*NIT No. 005 should be mentioned for the purpose of EMD Submission and the Tender No. should be refereed 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>
- 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 Central Public Procurement Portal (CENTRAL PUBLIC PROCUREMENT PORTAL).

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](mailto:servicecontracts@iiti.ac.in).**

**Assistant Registrar (Service Contracts)**

**सहायक कुलसचिव  
(सेवा अनुबंध)  
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**अनुभाग-1 / SECTION-I**  
**निविदा की अनुसूची/ SCHEDULE OF TENDER**

Sl. No.	Event	Date and Time/ Remarks
1.	निविदा दस्तावेज़ डाउनलोड करने की तारीख Downloading of Tender document online from CPP	<b>From September 22, 2025</b> <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> & <a href="https://www.iiti.ac.in/tendercs">https://www.iiti.ac.in/tendercs</a>
2.	बोली-पूर्व बैठक के लिए प्रश्न प्रस्तुत करने हेतु Submission of Queries	<b>Upto September 29, 2025 at 02:00 PM, (IST)</b> Format for Submission of Queries enclosed as Form 07
3.	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)	<b>October 06, 2025 upto 03.00 PM (IST)</b> Please refer tender Terms at IIT INDORE
4.	तकनीकी बोलियाँ खोलने की तिथि एवं समय Opening of Technical Bids Online	<b>October 07, 2025 at 03.00 PM (IST)</b> Please refer tender Terms at IIT INDORE
5.	निविदा के संबंध में सभी संचार को संबोधित करने हेतु All the communications with respect to the tender shall be addressed to:	<b>Assistant Registrar (Service Contracts)</b> IIT Indore, 4th Floor Western Wing (Toward's Gate-1), Abhinandan Building, Khandwa Road, Simrol, Indore- 453552 Tel.: 0731-6603591/3369, Email: <a href="mailto:servicecontracts@iiti.ac.in">servicecontracts@iiti.ac.in</a>
6.	Submission of Bid Online	<a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
7.	Contract Period	Initially <b>03 year</b> from the date of issue of work-order which may be extended further upto <b>02 year</b> subject to satisfactory performance at the absolute discretion of IIT Indore.
8.	Schedule of Price Bid Opening	Schedule for opening of Price Bids will be notified via CPP only to the bidders qualifying the Technical Bid evaluation.
9.	किसी भी आवश्यक सहायता के लिए संपर्क करे <b>FOR TAKING ASSISTANCE, IF ANY</b>	<b>CPP Portal website:</b> <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> <b>CPP Portal Help Desk Toll Free No.: 0120-4001 002</b>



**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 to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract.

1. For Online Bid Submission as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>). The bidders are required to submit copies of their bids electronically on the CPP Portal.
2. More information useful for submitting the online bids on the CPP Portal is available/ obtained at (<https://eprocure.gov.in/eprocure/app>).
3. For Registration: Bidders are required to enroll on the Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>).
4. 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.
5. IIT INDORE reserves the right to reject any tender/bid wholly or partly without assigning any reason.
6. The Technical Committee constituted by the IIT INDORE shall have the right to verify the particulars furnished by the bidder independently.
7. The contractor shall be responsible for any damage caused to the institute by the deputed staff.
8. All the tender documents & price bid to be uploaded as per this tender are to be digitally signed by the bidder.
9. 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://CPP.gov.in>. The Bids sent through FAX, E-mail, by hand and/or by post shall not be accepted/ processed, in any case.
10. The bidders may submit duly filled and completed bidding document ONLINE as per instruction contained in the bidding documents. Incomplete bid shall be rejected. The conditions of tender shall be governed by the details contained in complete bid document.
11. 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.
12. 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:- <https://eprocure.gov.in/eprocure/app>.

**Assistant Registrar (Service Contracts)**

**सहायक कुलसचिव**  
**(सेवा अनुबंध)**

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**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 "Service Contract for AMC/CMC of Fire Extinguisher at IIT Indore"**.
2. **Tender Form:** Tender documents will not be issued in person. The tender document can be downloaded from IIT INDORE Website <https://www.iiti.ac.in/tendercs> & <https://eprocure.gov.in/eprocure/app> Tender documents are in 2 (two) parts viz.,
  - a) **Part I (Technical Bid)**
  - b) **Part II (Price Bid).**Please go through the following carefully before submitting the bid/tender:
3. Details of EMD, submission of tender, etc. are indicated elaborately in the tender document.
4. **Opening of Part II of the bid:** After verification of Part I (Technical Bid), price bid of only those bidders who satisfy all the eligibility criteria laid down in this notification will be opened.
5. In case, any document produced in support of eligibility criteria turns out to be not genuine, EMD stands automatically forfeited, whether before award of work or otherwise.
6. Conditional, Incomplete tenders, Tender in any form other than the prescribed form issued by IIT INDORE or bids received in any mode other than the mode of submission prescribed will be rejected. In such cases, EMD submitted with the tender will be forfeited.
7. The tender is not transferable under any circumstances.
8. Canvassing of any kind, direct or indirect, shall lead to disqualification of the tenderer.
9. **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 higher values.
10. 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. Canvassing in connection with tender/quotation is strictly prohibited. Tender details can be viewed in the website [www.IIT Indore.ac.in](http://www.IIT Indore.ac.in).



**अनुभाग 4 / SECTION- IV**  
**सामान्य नियम और शर्तें**  
**GENERAL TERMS & CONDITIONS**

(Please read the following carefully and give acceptance for the same in the prescribed format and submit it with the Technical Bid).

1. The Service Provider would also be responsible for ensuring proper maintenance of the refilling registers of the fire extinguishers by the Service Provider at the work site i.e. IITI, as well as all the forms and registers required to be maintained as per contract labour act & for other statutory compliances.
2. The Service Provider would be responsible for all the injuries and accidents occurring with the workers deployed by the Service Provider. In this regard, the Service Provider would have to purchase a group insurance policy providing benefits at par with the Employee's Compensation Act, 1923, as amended from time to time, for the workers who are not covered under the ESI Act and deployed by the Service Provider at IITI.
3. 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.
4. **Penalty:**
  - a) The Service Provider shall abide by all laws and regulations and statutory obligations in force from time to time including labour laws and shall indemnify the IITI from any claims in this regard.
  - b) If it is observed at any stage that the **quality of the work is not satisfactory, the contract/ work order as a whole may be terminated, and Security deposit forfeited. The Service Provider will have no claims what so ever on the IITI.**
  - c) In case it is found at a later date that the service provided is of **inferior quality and proper action was not taken at the time of execution of the service**, the Service Provider shall remain liable to pay compensation to the Institute for the inferior service quality as determined by the IITI and in case all payments have been made to the Service Provider for this service, this amount may be deducted from any sum due to the Service Provider on any other work within the Institute.
  - d) The Service Provider will be fully responsible for any **accident or mishaps involving workers engaged by the Service Provider and the Service Provider would pay claims made by these victims.**
  - e) If IITI suffers any loss or damage on account of negligence, fraud, default, violence or theft or any act or misconduct of such or similar nature, on the part of the employees/representatives of the Service Provider, then the Service Provider shall be liable to make full reimbursement in that regard to the Institute. The Service Provider shall keep IIT Indore fully indemnified against the loss or damage by or of any staff engaged by the Service Provider. For any accident or casualty occurring during the course of working to any staff deployed by the Service Provider, the liability that will arise out of the accident , disabilities of any nature or death or arising out of provisions under law, or any other nature will be borne by the Service Provider. The responsibility will remain with the Service Provider and IIT Indore will in no way be responsible for it or any other clause mentioned above. A report would be submitted within 24 hours of occurrence in respect of any accident with the employees of the Service Provider, on the workplace or outside till he is working with the Service Provider on the site of the Institute. Original report of the said

report is to be submitted to various authorities like Dy. Regional Labour Commissioner, Commissioner EPF and Commissioner ESI etc.

- f) The Service Provider shall be responsible for cleaning as well as security of the fixtures handed over at the time of commencement of the contract. In case of items/fixtures stolen/broken due to the fault of the contract personnel, either the penalties to recover the cost shall be imposed or the Service Provider shall have a choice to replace these fixtures of the same quality & under approval from nodal officer appointed by the IITI.
  - g) Any liability arising on the IITI shall be deducted from the bills of the Service Provider and if the full amount is not recovered then the same shall be recovered from the security deposit of the Service Provider. There would be no liabilities towards the workers of the Service Provider by the IITI.
  - h) The penalty provisions specified in the SLA on CPP will be applicable to the bidder.
- 5. The IITI through its officers, reserves the right of altering the specifications of service of adding to or omitting any items of scope of service or of having portions of the same carried out in the Institute by others and such alterations and variations shall not violate this contract.**
- 6. 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 suitably penalty will be levied on the service provider which will be 2% of the balance payment.**
- 7. 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.**
- 8. The IITI reserves the right to terminate the contract without assigning any reason by giving a notice period of One month. The Service Provider will also have to serve a notice of one month, if he wishes to terminate the contract.**
- 9. The Service Provider should not be the employee of IITI, Central or State Government, Autonomous Body, R&D Labs, IITI, IISER or PSU. He should submit a declaration to this effect.**
- 10. No correspondence/discussion/visits whatsoever will be entertained on the subject unless specifically called by this office after opening the tenders for technical discussions, presentation and price negotiations. Any violation of this will render the bidder invalid and the bidder is liable to be debarred from the tender.**
- 11. IITI reserves the right to call for techno-commercial/price negotiations. The company should depute a competent representative for such discussion/negotiations whenever called for and he shall be competent to take on the spot decisions.**
- 12. IITI reserves the right to modify/alter/insertion or deletion on any part of the tender document to ensure fulfillment of its service requirement at any stage.**
- 13. IITI does not bind itself to accept the lowest or any tender and may cancel / withdraw the tender without assigning any reason and no claim whatsoever, for any reason arising out of such action, will be entertained by IITI.**
- 14. 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, 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.

15. Please inform the IITI in writing whether the owner of the firm or any of their partners/employees has close relations working with IIT Indore. This is for record only.

16. **Breach of Terms and Conditions:** 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.

17. **Governing Law:** The order placed will be contract between the service provider 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.**

**18. Settlement of Disputes**

i. **Amicable Settlement:** In case a dispute arises between the (IITI and the Service Provider (parties) regarding any matter under the contract, either Party of the contract may send a written Notice of Dispute to the other party. **The Party receiving the Notice of Dispute will consider the Notice and respond to it in writing within 30 days after receiving receipt. 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.**

ii. **Arbitration:** In the event of any dispute or difference arising out of or in any way touching or concerning this agreement 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 agreement of both the parties.**

iii. 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 agreement 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.

**19. CANCELLATION OF CONTRACT:**

1. Notwithstanding any other provisions in this contract, the IITI reserves the absolute right to terminate the contract forthwith it is found that continuation of the contract is not in public interest. The Service Provider is not eligible for any compensation or claim in the event of such cancellation.
2. If at any later date, it is found that the documents and certificates submitted by the Service Provider are forged or have been manipulated, the work order issued to the Service Provider shall be cancelled and Security Deposit issued to the IITI shall be forfeited without any claim whatsoever on IITI and the Service Provider is liable for action as appropriate under the extant laws.

**20. Termination of the contract:** The contract may be terminated in any of the following contingencies:

a) By either party on giving notice in writing of 30 days to the other party (without assigning any reason).

OR

b) on the expiry of the contract period, without any notice;

OR

c) on giving one month's notice at any time during the currency of services in case the services rendered by the Service Provider are not found satisfactory and in conformity with the general norms and the standard prescribed for the services.

OR

d) on assigning of the contract or any part thereof or any benefit or interest therein or there under by the Service Provider to any third person for sub-letting the whole or a part of the contract to any third person, without any notice.

OR

e) on Service Provider being declared insolvent by the competent Court of Law without any notice;

f) If the Service Provider does not give the requisite notice as mentioned above, then his security deposit shall be forfeited and Bank Guarantee shall be encashed in proportion to the period falling short of the specified notice period ; "Provided that during the notice period for termination of the contract, in the situation contemplated above, the Service Provider shall keep on discharging his duties as before till the expiry of notice period"

**21. Document submissions beyond the bid due date will not be accepted as part of the technical representation.**

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

**अनुभाग-5 /SECTION- V**

**विशेष नियम और शर्तें**

**SPECIAL TERMS AND CONDITIONS**

1. **Definitions:-**"IITI" shall mean the Indian Institute of Technology Indore and shall include their legal representatives, successors, and permitted assignees.
2. **Period:** The period of Service Contract for AMC/CMC of Fire Extinguisher at IIT Indore would be initially for a period of **03 years with a provision to extend upto a maximum of 02 years**, based on satisfactory performance as decided by the Institute.
3. Any legal dispute that may arise will be settled within the jurisdiction of the court of Indore only.
4. the service provider will be informed through email from the defined authority of the Institute for any related work.
5. The service provider will provide a single point of contact for all related work
6. All corrections (if any) must be signed at the appropriate place by the signatory of the bidder, otherwise, the tender will be invalid. There should not be any correction or overwriting on the price bid. If so, the offer will summarily be rejected.
7. Quantity may be increase or decrease, the bill to be submitted by user department and payment will be on actual basis.
8. **Operating Authority:** The operating authority of the contract shall be the Registrar, IIT Indore.
9. Quantity may increase or decrease, accordingly the bill to be submitted.
10. **Warranty:** All MAP Cylinders – 3 years, other types: 1 year.
11. **Payment Terms:**
  - i. 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.
  - ii. Payment will be processed As per actual, the vendor may raise bill once the lot is handed over to the IITI after servicing/refillingAn unconditional acceptance of the terms & conditions shall be submitted along with the bid.
12. **ARBITRATION: -**
  - I. Except where otherwise provided for in the contract, all questions and disputes relating to the meaning of the words, terms, specifications, operations, and instructions, mentioned in this policy and as to the performance of the Insurance Co. any other question, claim, right, matter, or thing what so ever in any way arising out of or relating to the policy, specifications, operating instructions, orders or these conditions; or otherwise concerning the performance of the policy, the execution or failure to execute

the same whether arising during the tenure thereof, shall be referred to the sole arbitrator appointed by Indian Institute of Technology Indore.

- II. The Arbitrator shall have power to call for such evidence by way of affidavits or otherwise as he thinks proper and it shall be the duty of the parties hereto to do or cause to be done, all such things as may be necessary to enable the Arbitrator to make the award without any delay. The Arbitrator shall give a separate award in respect of each dispute or difference referred to him. The venue of arbitration shall be such place as may be fixed by the Arbitrator in his sole discretion. The Award of the Arbitrator shall be final, conclusive, and binding on all parties to the contract.
  - III. The law under the Arbitration and Conciliation Act, 1996 shall be applicable to such proceedings.
13. IIT Indore reserves the right to accept / reject any quotation(s) either in full or in part without assigning any reasons thereto. In the event of any ambiguity in the policy proposal with regard to any aspect, the interpretation of IIT Indore shall be final and binding on the "Insurer". Acceptable bids will be evaluated on lowest quoted rate/premium on per lakh basis for each insurance company separately.
  14. The decision of IIT Indore will be final in all respect.
  15. In case the bidder fails to fulfil the obligations fully and in time, IIT Indore shall have the absolute right to take up the work at the Bidder's cost and risk any and such expenses from the amounts due to the Bidder including Security Deposit. The institute shall have the right to impose penalty commensurate with the fault and amount towards damages if any, shall be recovered from the bill and/or security deposit.
  16. **Modification of specification of work:** IIT Indore reserves the right of altering the specifications of works of adding to or omitting any items of work or of having portions of the same carried out in the Institute by others and such alterations and variations shall not violate the contract.
  17. **Tenure of Contract:** The contract will be for a period of 03 (Three) year initially. If the services are satisfactory, the contract will be renewed for the remaining period of 01 year. In case the services during the trial period do not meet the standard or found unsatisfactory, the contract will be terminated with two weeks' notice. IIT Indore may renew/extend the contract to such further period(s), as it may deem proper and, in any case, not exceeding 2 (two) years in the spell of 1 year from the date of commencement of work, having regard to the quality and manner of the Service Provider's performance. However, it shall be with consent by the Service Provider on the same terms and conditions at the absolute discretion of IIT Indore.
  18. In the event of local problems arising while discharging the functions at IIT Indore, the bidder will deal with such problems appropriately and the bidder will not bring IIT Indore on the scene of arising such matters.
  19. IIT Indore reserves the right to terminate the contract without assigning any reason by giving a notice of one month. The bidder will also have to serve a notice of equal period, if bidder wishes to terminate the contract.
  20. **Dispute Resolution:** The bidder shall abide by the rules and regulation of IIT Indore. In the event of any dispute arising out of or in connection with this contract, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Court of Indore Jurisdiction or any other officer nominated by IIT Indore for arbitration whose decision shall



be final and binding on the parties. The bidder agrees that the arbitrator could be an employee of IIT Indore and shall not have any objections in this regard. The proceedings before the arbitrator would be governed by the provision of the Arbitration and Conciliation Act 1996.

21. Performance Security: The successful bidder must submit a performance security of Rs. 50,000/- (Rupees Fifty Thousand only) to be submitted from an Indian Scheduled Bank in the form bank guarantee valid from the date of commencing of services till 60 days beyond the date the closure of services. No interest will be payable by the Institute on Performance Security. In case the successful bidder fails to provide satisfactory service within the service period, the Performance Security is liable to be forfeited.
22. Unless otherwise stipulated in Tender Document or Contract, Account Payee Demand Draft or Fixed Deposit Receipt or Banker's Cheque drawn on any commercial bank in India, favoring the authority mentioned in therein.
23. Issued by any commercial bank in India, in the prescribed form provided in Form IX.
24. If the successful bidder, having been called upon by the Institute to furnish Performance Security, fails to do so within the specified period, it shall be lawful for the Institute at its discretion to annul the award and enforce Bid Securing Declaration (in lieu of forfeiture of the Bid Security), besides taking any other administrative punitive action like 'Removal from List of Registered Service providers' etc.
25. The above Performance Security amount shall be in one of the following forms:
  - (a) Unless otherwise stipulated in Tender Document or Contract, Account Payee Demand Draft or Fixed Deposit Receipt or Banker's Cheque drawn on any commercial bank in India, favoring the authority mentioned in therein.
  - (b) Issued by any commercial bank in India, in the prescribed form provided in **Form-X**.
26. If the successful bidder, having been called upon by the IIT Indore to furnish Performance Security, fails to do so within the specified period, it shall be lawful for the IIT Indore at its discretion to annul the award and enforce Bid Securing Declaration (in lieu of forfeiture of the Bid Security), besides taking any other administrative punitive action like 'Removal from List of Registered Service providers' etc.

**अनुभाग-6 /SECTION- VI**  
**कार्य का सेवा दायरा / SCOPE OF WORK**

The Contractor should provide servicing and refilling of different type of fire extinguishers in use at IIT Indore Campus.

1. The contractor is required to service and refill the fire extinguishers of IIT Indore which will include emptying of the fire extinguisher, refill of extinguishing media, making all the accessories functional, replacing accessories wherever necessary (including pressure gauge, handles, suction pipe, other metallic and rubber parts necessary for the extinguisher to work properly).
2. All the fire extinguishers will be re-painted, and the due sticker will be pasted on the body of the fire extinguisher clearly indicating the month/year of refill and the expiry date.
3. The extinguishing media should be MAP-50 of Amprax brand or KV Fire brand for MAP type fire extinguishers.
4. The contractor is required to provide a reference sample of the extinguishing media which he would be using for the refill of the Fire Extinguishers. The institute is free to check any 1 out of every lot refilled for the checking/testing the efficiency of the FE and for verification of powder filled by the contractor and comparing with the reference material, such extinguisher will be refilled free of cost in the subsequent lot by the contractor.
5. Each and every fire extinguisher will be subjected to a hydraulic test by the contractor in his facility (external Service Provider in case of CO2 type Fire extinguishers) and a certificate to this effect shall be submitted to the Institute.
6. The extinguishers should bear a warranty of 3 years after refilling and hydraulic testing. In case the pressure comes down without usage the contractor will be required to refill the same free of cost.
7. The vender may prefer to perform service on campus or else he can take the Fire Extinguishers to his work for the same. The transportation to and fro will be borne by the vender.
8. **Frequency of service:** On a monthly basis or as and when more than 20 Fire Extinguishers require servicing/refilling in accordance with their expiry period.
9. **Testing of Cylinder:** The testing of cylinder except CO2 will be included in the servicing refilling. High Pressure testing of CO2 cylinder will be charged as per actuals, a due certificate of the authorized center to be submitted with the bills.
10. **Spare Parts:** The spares will be inclusive in the servicing refilling.
11. The expired cylinders will be used in training security team/other community members of the IIT Indore and would be handed over in empty condition to the vendor.
12. The amount on account of refilling of any fire extinguishers used/misused will be paid extra by the Institute, as per actuals in accordance with the rates of the category and types of the fire extinguishers as per the AMC.

13. The approximate numbers of fire extinguishers are appended below, the bill at actual will be admitted for payment:

Type	Quantity	Age (Approx.)
Clean Agent 2 Kg	19	3-5 Year
MAP-50 2 KG	143	3-5 Year
MAP-50 4 KG	23	3-5 Year
MAP-50 5 KG	5	3-5 Year
MAP-50 6KG	488	3-5 Year
MAP-50 9 KG	9	3-5 Year
MAP-50 10KG	1	3-5 Year
MAP-50 50 KG	22	3-5 Year
Metal SPM Tech 4 Kg	2	3-5 Year
A type Water (stored pressure)	34x3=102	3-5 Year
Foam type 9 Ltr	2x3=6	3-5 Year
Foam type 45 kg	2x3=6	3-5 Year
CO2 type 4.5 kg	200	3-5 Year
Co2 type 22.5 kg	2	3-5 Year
High Pressure Testing CO2 cylinders	Approx. 50	3-5 Year

14. The contractor is required to contact the user department, start inspection of the site and servicing/refilling of the Fire Extinguisher within 15 days of receipt of formal work/service order.

**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 AcknowledCPPent	
2.	Bidder Information	As per Form I
3.	Acceptance Certificate	As per Form II
4.	Declaration Regarding Clean Track / No Legal Action	As per Form III
5.	Declaration of Annual Turnover, Profit & Loss and Income Tax Return	As per Form IV
6.	Details of previous and current clients	As per Form V
7.	Letter of Consent	As per Form VI
8.	Pre-Bid Query Form	As per Form VII
9.	Performance Report for Services provided in Government/ Semi-Government/ Autonomous Organizations	As per Form VIII
10.	Performance Security Format	As per Form IX
11.	Format for Price Breakup/Financial Document	As per Form X
13.	PAN details of the firm have to be indicated along with a certified copy	
14.	An affidavit duly certified by a Notary that the Partners of the firm or sole Proprietor or Company has never been blacklisted or changed the name of the firm (in original). <i>The Notary should be</i>	
15.	An affidavit duly certified by a Notary that the Partners of the firm or sole Proprietor or Company is/are not involved in any Police Case/ Vigilance enquiry pending or ever been punished by any Hon'ble Court (in Original). <i>The Notary should be self-attested.</i>	
16.	The vender should have his own refilling setup	
17.	The vender should be from Indore/within 50 kms from the Institute.	
18.	Turnover: The annual Turnover should be minimum 3 Lacs per annum	
19.	Experience: Should have experience of Minimum 3 years after incorporation of the business.	
20'	The Signed copy of NIT	

**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**  
**तकनीकी बोली अनुपालन आव्यूह**  
**TECHNICAL BID COMPLIANCE MATRIX**

Documents details to be mandatorily submitted:

Sl. No.	Details	Supporting Document Should be Submitted
1	The service provider must submit the incorporation Certificate	copy of incorporation certificate
2	Registered office of the service provider should be within 50 km radius of the IIT Indore	
3	The service provider should have testing facility for checking/testing the efficiency of the FE and for verification of powder filled and hydraulic test	
4	The Bidder shall have a valid PAN, GST and attach the copy	enclose self-attested copy of authorization certificate
5	Udyam Certificate if bidder claim MSEs should be as per CPP_GTC Clause 04, Point no (xiii), m, (i)	Self-certified copies of documents.
6	Startup Certificate if bidder claim as a startup	Self-certified copies of documents.
7	<b>FINANCIAL TURNOVER:</b> The firm should have an annual financial turnover more than <b>Rs. 3 Lakh</b> during the past three financial years. The service provider/ Bidders should not have incurred any loss during the last 3 (three) years (as of 31st March, 2025). Profit after Tax should be positive for the above-mentioned period.	As per enclosed FORM IV & enclose self-attested copy of profit & loss and balance sheet duly audited and certified by the Chartered Accountant
8	List of other Govt. Departments, Public Sector units and Central Autonomous Bodies for which the bidder is having the similar type of contracts should be attached	As per enclosed FORM V
9	The service provider should attach the Performance Report for Services provided in Government/ Semi-Government/ Autonomous Organizations	As per enclosed FORM VIII
10	The bidder should not have been blacklisted by any Government / Semi Government / Board /Corporations /Autonomous Body/ PSU. An undertaking/declaration in this regard should been closed. If any such matter i.e. of blacklisting /suspension is	As per enclosed FORM III

	subjudice, even then the concerned firm shall be technically disqualified.	
11	<p><b>WORK EXPERIENCE:</b> The Service provider/Bidders should have work experience as per the following parameters.</p> <p>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.</p> <p>OR</p> <p>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.</p> <p>OR</p> <p>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.</p> <p>Note: Similar work of AMC/CMC of Fire Extinguisher Services.</p>	As per enclosed FORM V
12	<b>Letter of Consent</b>	As per enclosed form

**अनुभाग-9 /SECTION-IX**  
**वित्तीय बोली / PRICE BID**

1. The decision of the Institute in this regard shall be final and binding. No representation in this regard will be entertained and replied to.
2. 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 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.
3. 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.
4. The tender shall remain valid for acceptance for **180 days**, from the date of tender opening.
5. 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 **overall offered rates are lowest** for AMC/CMC of Fire Extinguishers 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.

S.No.	Fire Extinguisher Type	Quantity	Age(approx.)	Rate	Total Amount
1.	Clean Agent 2 Kg	19	3-5 Years		
2.	MAP-50 2 KG	143	3-5 Years		
3.	MAP-50 4 KG	23	3-5 Years		
4.	MAP-50 5 KG	5	3-5 Years		
5.	MAP-50 6KG	488	3-5 Years		
6.	MAP-50 9 KG	9	3-5 Years		
7.	MAP-50 10KG	1	3-5 Years		
8.	MAP-50 50 KG	22	3-5 Years		
9.	Metal SPM Tech 4 Kg	2	3-5 Years		
10.	A type Water (stored pressure)	102	3-5 Years		
11.	Foam type 9 Ltr	6	3-5 Years		
12.	Foam type 45 kg	06	3-5 Years		
13.	CO2 type 4.5 kg	200	3-5 Years		
14.	Co2 type 22.5 kg	2	3-5 Years		
15.	High Pressure Testing CO2 cylinders	50	3-5 Years		
Total Amount					
GST @18%					
Grand Total					

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

(To be submitted on Service Provider/ Company Letterhead)

1.	Name of the Organization	
2.	Registration 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)	
13.	EPF Registration No. of the Organization (copy should be enclosed), if applicable.	
14.	ESI Registration No. of the Organization (copy should be enclosed), if applicable.	
15.	Professional Tax Registration No. of the Organization (copy should be enclosed)	
16.	LWF Registration No. of the Organization (copy should be enclosed), if applicable.	
17.	Labour Registration No. of the Organization as per CL&RA Act 1970 (registration copy should be enclosed)	

Date:

Authorized Signatory

Place:

Name:

Designation:

Contact No.:

Company Seal



**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 'Tender/Work' 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 until 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 deliver the services as per scope of work within the stipulated time, then 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 shall be of the best quality and of the kind as per the requirement 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.

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 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/replace 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, PROFIT & LOSS 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 2024-25. 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,  
DD/MM/YYYY  
The Registrar  
Indian IIT Indore of Technology Indore  
Khandwa Road, Simrol  
Madhya Pradesh - 453552

Date:

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

Date:

To  
The Registrar  
Indian Institute of Technology Indore  
Tender Ref. No.  
Name of Work: 'Service Contract for AMC/CMC of Fire Extinguisher at IIT Indore'

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**

**प्रश्न प्रपत्र/प्रारूप**

**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 – VIII / FORM - VIII**

**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. Date of expiry of license/completion of contract:
7. Value of work in Contract:
8. 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 – IX / FORM - IX**  
**परफॉरमेंस सिक्योरिटी प्रारूप**  
**PERFORMANCE SECURITY FORMAT**

To,

.....  
**WHEREAS** ..... (name and address of the service provider)  
(hereinafter called "the service provider") has undertaken, in pursuance of contract no. .... dated  
.....to 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 service provider 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 service provider such a bank guarantee:

**NOW THEREFORE** we hereby affirm that we are guarantors and responsible to you, on behalf of the service provider, 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 service provider 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 service provider(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 so made by us under this bond shall be a valid discharge of our liability for payment there under and the service provider(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 service provider 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 service provider 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.

**प्रपत्र -X / FORM-X****Format for Price Breakup/Financial Document for  
Service Contract for AMC/CMC of Fire Extinguisher at IIT Indore****Name of the Bidder/ Bidding Firm Company:** \_\_\_\_\_

S.No	Fire Extinguisher Type	Qty.	Age (Approx.)	Frequency	Unit Rate in INR	Total Amount in INR
1.	Clean Agent 2 Kg	19	3-5 Years	As per expiry		
2.	MAP-50 2 KG	143	3-5 Years	As per expiry		
3.	MAP-50 4 KG	23	3-5 Years	As per expiry		
4.	MAP-50 5 KG	5	3-5 Years	As per expiry		
5.	MAP-50 6KG	488	3-5 Years	As per expiry		
6.	MAP-50 9 KG	9	3-5 Years	As per expiry		
7.	MAP-50 10KG	1	3-5 Years	As per expiry		
8.	MAP-50 50 KG	22	3-5 Years	As per expiry		
9.	Metal SPM Tech 4 Kg	2	3-5 Years	As per expiry		
10.	A type Water (stored pressure)	34x3=102	3-5 Years	As per expiry		
11.	Foam type 9 Ltr	2x3=6	3-5 Years	As per expiry		
12.	Foam type 45 kg	2x3=6	3-5 Years	As per expiry		
13.	CO2 type 4.5 kg	200	3-5 Years	As per expiry		
14.	Co2 type 22.5 kg	2	3-5 Years	As per expiry		
15.	High Pressure Testing CO2 cylinders	Approx. 50	3-5 Years	As per expiry		
<b>Total Amount</b>						
<b>GST @18%</b>						
<b>Grand Total</b>						

**Note:**

- All Terms & Conditions will be as per NIT Document uploaded on CPP.
- Format for Price Breakup (FORM-XII) must be uploaded at the time of Price bid submission.
- 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 CPP 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: