



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

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E-mail: mms@iiti.ac.in

RFP No. IITI(MM)/RFP/ Kiosk/2021-22/03

August 18, 2021

**Request for Proposal (RFP)**  
**for**  
**Various Services at IIT Indore**

Indian Institute of Technology Indore (IITI) is a one of the premier institutions of science & technical education of Ministry of Human Resource Development, Government of India.

The institute has a sprawling campus of around 500 acres with a community of 1500 members that is likely to grow to more than 5000 within a few years. The community includes students, faculty and staff etc.

Request for Proposal (RFP) for following services are invited from firms having relevant experience in owning and/or operating food kiosk, and/or commercials etc. and who are permitted to do business with Government, educational and research institutes, PSUs, autonomous bodies etc. in India.

1. Cycle & motor(garage) Repair shop
2. Boutique service
3. Printing and Binding Shop
4. General Store
5. Restaurants (CCD, KFC, Starbucks, Dominos etc.)
6. Specialty restaurants (south Indian, Chinese, etc.)
7. Apparel shop
8. Tea/coffee and Snacks Shop (Tuck Shop)
9. Vegetable shop
10. Barber shop
11. Other services

**Terms & Conditions of RFP:**

- i. Firms should have valid license for doing business in food, beverage and other licenses.
- ii. GST, PAN No. and Incorporation certificate.
- iii. Interested firms are invited to visit the campus of IITI and submit their proposal for set up of kiosk(s) & other services inside the campus.
- iv. The proposal may be accompanied by the layout of stall/shop/kiosk, the minimum area required (in Sq. Ft.), detail of offered services, tentative rate list of items, discount on rate list which will be considered by the institute. The vendor shall pay the rent as per the rent policy of IIT Indore.
- v. After site inspection and deliberation further details may be obtained.

IITI reserves the right to: a) reject/modify/change the scope of business of any or all the proposals without assigning any specific reason whatsoever; b) not bind it to accept the lowest or any proposal; and c) accept the whole or any part of the proposal and the firm shall be bound to perform the same at the rates quoted. Canvassing in connection with tender/quotation is strictly prohibited.

\*Proposals will be considered based upon merits, price, quality, feedback etc.

In-Charge (MM)

In-Charge  
Material Management Section (MMS)  
IIT INDORE

Sl.No	Event	Date and Time/Remarks
01.	Last date & Time of submission of Bids offline (Technical and price bid) at IIT Indore	September 09, 2021 @ 03:00PM
02.	Opening of Technical Bids and Price bid offline at IIT Indore	September 09, 2021 @ 03:30PM
03.	Tender to be submitted in	Tender Box at Ground Floor, Abhinandan Building, IIT Indore, Khandwa Road, Simrol, Indore- 453552
04.	All the communications with respect to the tender shall be addressed to:	In-Charge (MMS), IIT Indore, Fourth Floor, Abhinandan Building, Khandwa Road, Simrol, Indore- 453552 Tel.: 0731-6603551, Email: mms@iiti.ac.in

For any other clarification/detail, you may feel free to interact on email: [mms@iiti.ac.in](mailto:mms@iiti.ac.in)

#### ELIGIBILITY CRITERIA:

Sl. No.	Criteria	Response	Compliance YES/NO (Indicate Page No. If Yes)	
			YES/NO	Page No.
01.	Name of the firm			
02.	Address of registered office & Contact No. & Email id of the firm			
03.	Specify your firm/company is a proprietary/joint or authorized agency			
04.	The service provider should be registered with concerned taxation authorities such as Service Tax Registration & GST (Copy of the certificate should be attached)			
05.	PAN CARD Copy to be enclosed			
06.	Firm/Company incorporation certificate			
07.	Food License (Copy of the License)			
08.	Income Tax Return of last three F.Y. to be attached			
09.	The bidder must submit an affidavit duly certified that the service provider has never been black listed or punished by any court for any criminal offence/breach of contract and that no police/vigilance enquiry/criminal case is pending.			
10.	Firm should submit self-declaration that they will maintain optimum hygiene and will do routine pest control from authorized agencies as per terms of the contract			
11.	Any other add on services/information may be attached for consideration			
12.	Details of cashless mode of transaction (IITI is a cashless campus)			

The institute may ask for any additional information while considering the proposal.

Date:

Name of the Service Provider:

Seal & Sign of the Firm/Service Provider

IIT INDORE

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In-Charge  
Material Management Section (MMS)  
IIT INDORE

Price Quote/Bid

<u>Sl. No.</u>	<u>Details</u>	<u>Price/Rate/Response</u>	<u>Remarks</u>
<u>1.</u>	Services		
<u>2.</u>	Item wise rates (Details to be enclosed)		
<u>3.</u>	Rate list of items -Special Services for Events/ Meetings etc. :		
<u>4.</u>	Charges for Add on Services, if any		
<u>5.</u>	All rates/charges for the services should be enclosed separately in clear terms otherwise will be treated as without any charge		
<u>6.</u>	Discount (%) on institute smart card as IIT is a cashless campus for all transactions.		

**# Please indicate your specific response against each items. Separate Sheets may be attached.**

Seal & Sign of the Firm/Service Provider