

EO
6008
03/09/24



INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
ESTATE OFFICE

IIT Bombay invites offline applications in **two bid system** for allotment of vegetable shop on leave & licence basis for 11 months period and provision of renewal up to 5 terms of 11 months. The vendors who are interested and having similar business experience may download the tender documents from <https://www.iitb.ac.in/resources/vendors-tenders> or through CPPP or can obtain tender documents from Estate Office, Tender Section. The details are given below.

Sr. No.	Particulars	Minimum Licence fee Calucalted @ Rs.60/- per Sq.ft. area	EMD (Rs.)
1	Allotment for vegetables, fruits, and daily consumable items shop located at Lakeside area for 11 months on Leave & Licence basis.	Rs.13,800/- per month	50,000/-

The applicant can download the tender documents from IIT Bombay website or through CPPP **from 04.09.2024.**

Bidder must submit their offer in a **separate sealed envelopes** as **Technical and Commercial bid** and both bids should be clearly marked. Both separate envelopes are to be put in a **bigger cover** which should also be sealed and duly superscribed **with tender No./ Name**. The same are to be put in the tender box by the tenderer in the Estate Office on 18.09.2024 between 9:15 a.m. to 11:15 a.m.

* Date and time of opening of technical bid will be on **18.09.2024 at 11:30 a.m.**

Technical Bids:

The bidders needs to submit the following documents in a **separate envelope as technical bid** mentioned below.

- 05 Years Experience Proof** in similar business functions (vegetables, fruits, and daily consumable items) duly **certified by Govt. Institutions/ Autonomus bodies/PSUs/Banks.**
- Registration certificate of Establishment under Maharashtra Shops and Establishment Act, 1948 for **similar business** categories acquired/issued **before 17th September, 2019.**
- EMD in the form of Demand Draft of Rs. 50,000/- drawn in the favour of "The Registrar, IIT Bombay".
- Bank Account Details such as first and last page photocopy of passbook and canceled cheque.
- GST Registration Certificate **if applicable**
- Terms & Conditions with full name ,address and signature of agency.
- PAN Card and Aadhar Card

* Evaluation of credential would be done by The Tender Opening Committee.

* **The required documents mentioned-above from Sr. No. 1 to 07 is mandatory documents to qualify in technical bids.**

Financial Bid:

* Date and time of opening of **commercial bid** shall be intimated to the eligible bidders separately.

IIT Bombay reserves its right to reject /accept any or all applications for issue of blank tender forms and/or accept/reject any tender or re-invite the tenders or invite any agency for negotiations and may execute the leave and licence agreement for 11 months period without assigning any reason and without any reference.

Superintending Engineer(I/C)

Vegetables, Fruits and Daily consumable shop located at Lakeside area.

Terms and Conditions

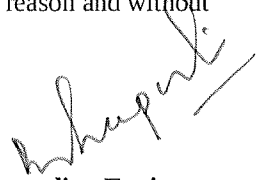

1. Sealed tenders are hereby invited on behalf of the IIT Bombay for running “vegetables, fruits and daily consumable items shop located at Lakeside area” from those are interested and having similar type of experience of running vegetable shop.
2. Blank tender document can be obtained from the office of the Superintending Engineer, Estate Office, IIT Bombay – 400076 or can be downloaded from <https://www.iitb.ac.in/resources/vendors-tenders> or through **CPPP**.
3. Bidder must submit their offer in a **separate sealed envelopes** as **Technical and Commercial bid** and both bids should be clearly marked. Both separate envelopes are to be put in a bigger cover which should also be sealed and duly **superscribed with tender No./ Name**. The same are to be put in the tender box by the tenderer in the Estate Office on **18.09.2024** between **9.15 a.m. to 11.15 a.m.** and will be opened on **18.09.2024** at **11.30 a.m.** in the presence of such agencies those who intend to remain present. **Tender submitted without seal will be rejected.**
4. The offer should be valid for 60 days for acceptance from the date of receipt of tender.
5. Agreement for leave and licence will be executed on non-judicial stamp paper as per the Institute format.
6. Electricity will be charged as per the consumption and as per the Institute rule and it will be renewed as and when decided by the Institute.
7. Water bill charged **Rs.363/-** per month & it will be revised as & when decided by the Institute.
8. Earnest money deposit amount of **Rs.50,000/-** is to be paid for each shop in the form Banker's cheque or Demand Draft in favour of 'The Registrar, IIT Bombay' payable at Powai, Mumbai. The tender without Earnest Money Deposit will be rejected.
9. Earnest money deposit will be refunded to the unsuccessful tenderer **within 05 working days** from the date of opening of Tender.
10. In case of the selected agency fail to start the Shop within 15 days from the date of execution of leave and licence agreement, the Earnest money deposit will be forfeited without assigning any reason and the Institute will negotiate with other tenderers. No claim in this regard will be entertained.
11. **The minimum licence fee per month is mentioned in the schedule attached for 11 months period and Rs.5 per Sqft. will be increased for every subsequent renewal up to 05 terms of 11 months.**
12. Security deposit without interest to be kept with IIT Bombay is **Rs.1,00,000/-** for 11 months without any interest or extended period of the agreement.
13. Working hours - As per the Institute requirements
Working days - As per State Government norms for shops.
14. The shop will be allotted under leave and licence agreement to the bidder giving **highest licence fee offer**.
15. The licensee has to pay the monthly licence fee at the rate quoted by him and in the manner decided by the licensor.

16. The highest bidder will enter an agreement for leave and licence with the Institute for a period of 11 months and it will be renewed up to 5 terms of 11 months if no violation of conditions and no complaint from the consumers.

17. The shop-keeper should strictly observe Maharashtra Shop and Establishment Act, 1948 and existing labour laws. If any complaint / or violation of conditions of contract or agreement or rules of laws will be inquired through inquiry officer appointed by Dy. Director (AIA) and decision of inquiry officer is binding upon the licensee and licensor.

18. Agencies and persons having unpaid dues to IIT Bombay in any form are not eligible to participate in this tendering process.

19. IIT Bombay reserves its right to reject /accept any or all applications for issue of blank tender forms and/or accept/reject any tender or re-invite the tenders or invite any agency for negotiations and may execute the leave and licence agreement for 11 months period without assigning any reason and without any reference.


Superintending Engineer
IIT Bombay 

I say & declare that I accepted the above term & conditions.

Signature of the agency :

Name and address in full : _____

Contact No. & active email id: _____

COMMERCIAL BID

Vegetables, Fruits and Daily consumable shop located at Lakeside area.

I/We have gone through carefully the conditions of contract, for entire 11 months licence period.

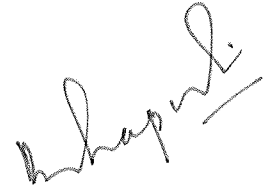
I/We agree to pay Rs.1,00,000/- as security deposit for 11 months period without any interest.

I/We ready to execute leave and licence agreement either in the office of Sub Registrar or on Rs.100/- non-judicial stamp paper as per the proforma approved by the Institute for 11 months period.

I/We agree to pay Rs._____/ - per month as licence fee + 18% GST before 10th of every month. **(Amount should not put less than Rs.13,800/- per month + GST by the tenderer).**

I/We agreed with the term and conditions of tender documents and leave & licence agreement.

The leave and licence agreement will be executed with tenderer who will quote highest amount of licence fee.



Superintending Engineer



Signature of the agency :

Name and address in full : _____
