



भारतीय प्रबंधन संस्थान मुंबई

INDIAN INSTITUTE OF MANAGEMENT MUMBAI

विहार सरोवर मुंबई - Vihar Lake, Mumbai 400 087

Website: <https://www.iimmumbai.ac.in>

(Only Through Online e-Procurement Mode)

e-Tendering Website : <https://eprocure.gov.in/eprocure/app>

**Notice Inviting e-Tender (NIT) for the Work of “Annual
Operation of Organic Waste Converter at IIM Mumbai”**

***(Tender Document, Instructions to Tenderer, General conditions of
Contract and Special conditions of Contract)***

Indian Institute of Management, Mumbai

Ref. No : IIMMumbai/Estate/2023-24/15

Date : 01.03.2024

NOTICE INVITING e-TENDERS (NIT)

Executive Engineer, on behalf of the Director, IIM Mumbai, Mumbai - 87 invites Online tender on percentage rate basis under single bid system for the work of **“Annual Operation of Organic Waste Converter at IIM Mumbai”**

Details of Tender fee, EMD, submission of tender and other details are elaborated in the tender document. (Pay through e-Payment mode online on portal, e-Payment facility are available on website for making the payment through Debit/Credit Card/Net Banking)

Tender Document: Tender document will not be issued in person. The tender document can be downloaded from <https://eprocure.gov.in/eprocure/app> OR www.iimmumbai.ac.in. Tenders downloaded from the website must be accompanied by requisite tender fee failing which tender will not be considered.

1	Cost of Tender document.	₹500/- (Rupees Five Hundred Only) : (Pay through e-Payment mode online on portal, e-Payment facility are available on website for making the payment through Debit / Credit Card / Net Banking.(Non-Refundable)
2	Download of tender document online	02-03-2024 from 11:00 am onwards
3	Last date for downloading tender online	11-03-2024 upto 5:00 pm
4	Last date of submission	12-03-2024 upto 11:00 am
5	Opening of the Tenders Online	13-03-2024 at 11:30 am
6	EMD	₹15,510.00/-(Rupees Fifteen Thousand Five Hundred Ten Only) : (Pay through e-Payment mode online on portal, e-Payment facility are available on website for making the payment through Debit / Credit Card / Net Banking

Opening of the bid Online: Bids will be opened in the presence of tenderers or their authorized representatives, who are present online. Late and delayed tenders will not be opened and such tenders will stand summarily rejected.

In case any document(s) produced in support of eligibility criteria or any other document(s) turns out to be fraudulent, following will be the course of action:

[a] **Before award of work:** The work will not be awarded, EMD will stand automatically forfeited, and the tenderer will be liable for further action as may be deemed fit;

OR

[b] **After award of work:** The award of work will be cancelled, EMD and Security Deposit, will stand forfeited, and the contractor will be liable for action as deemed fit.

Evaluation of tender: In case two or more tenders are found equal in commercial bids, work will be awarded to the contractor who has executed satisfactorily contracts of higher values based on the certificate of experience submitted along with tender papers assessment carried out by the Institute.

The Director, IIM Mumbai, reserves the right to: a) reject any or all the tenders without assigning any reason whatsoever; b) not binding himself/herself to accept the lowest or any tender; and c) accept the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted. Canvassing in connection with tender is strictly prohibited. Tender details can be viewed on the website <https://eprocure.gov.in/eprocure/app> & www.iimmumbai.ac.in. Tenders downloaded from the website must be accompanied by requisite tender fee failing which tender will not be considered.

Executive Engineer

Indian Institute of Management, Mumbai

Ref. No : IIMMumbai/Estate/2023-24/15

Date: 01-03-2024

E-tender document

Name of the Work : “Annual Operation of Organic Waste Converter at IIM Mumbai”

INSTRUCTION TO TENDERERS

The Tender document has only one part.

Failure to comply with any of the conditions laid down herein renders the Tender invalid. All the enclosures/documents will have to be submitted along with bid. Any enclosure/document found not submitted along with bid of the Tender such enclosures/documents will not be accepted, at a later stage.

- 1. Estimated cost of work:** Total estimated cost of work is ₹ 7,75,622.50/- (Rupees Seven Lakhs Seventy Five Thousand Six Hundred Twenty Two and Paise Fifty only) (Inclusive of all taxes).
- 2. Visit to the Campus:** Tenderers are advised to visit IIM Mumbai campus/premises and ascertain the nature and quantum of work before tendering.
- 3. Tender fee:** The Tender/bid should be submitted in the prescribed proforma for ₹500.00 towards tender fee. (Pay through e-Payment mode online on portal, e-Payment facility are available on website for making the payment through Debit/Credit Card/ Net Banking. Tender/bid not accompanied by tender fee stands automatically rejected.
- 4. Earnest Money Deposit (EMD):** EMD of ₹15,510.00/- (Rupees Fifteen Thousand Five Hundred and Ten only) is a must and should be submitted along with the tender/bid. (Pay through e-Payment mode online on portal, e-Payment facility are available on website for making the payment through Debit/Credit Card/Net Banking).
- 5. EMD of successful bidder** will be refunded on completion of contract period and/or extended period. EMD will not bear any kind of interest. EMD of unsuccessful bidder/s will be refunded on deciding after finalization of the contract. Tenders received without valid EMD stand automatically rejected. (Pay through e-Payment

mode online on portal, e-Payment facility are available on website for making the payment through Debit / Credit Card / Net Banking).

6. Tender Fee should be separate and should not be combined with EMD. Upload the Online e-Payment Receipt. (Pay through e-Payment mode online on portal, e-Payment facility are available on website for making the payment through Debit/Credit Card/Net Banking).

Tender should be submitted online only.

Bid Forms and Documents scan copies should be submitted online only.

7. **Acceptance of tender conditions:** The tenderer should read the 'General Terms and Conditions' of IIM Mumbai annexed hereto and give acceptance. The tenderer is advised to visit the IIM Mumbai on any working day with prior intimation between 10.00 hours and 16.00 hours to assess the nature and quantum of work before tendering.
8. **Filling tender documents:** The tender should be clearly filled or typed and signed in ink legibly giving full address and contact details of the tenderer. The tenderer should quote in figures as well as in words the amount tendered by him. Alteration if any, unless legibly attested by the tenderer with full signature shall invalidate the tender. Tender should be duly signed by the authorized person(s). In case there is any difference in the amount between figures and words, the amount indicated in words will be treated as valid offer. The tenderer should ensure that the figures of amounts are written in such a way that interpolation is not possible. No blank space should be left

This notice is also available on CPP portal & on IIM Mumbai website : <https://eprocure.gov.in/eprocure/app> & www.iimmumbai.ac.in for downloading of tender documents.

The Tender document can be downloaded from IIM Mumbai e-Procurement Website i.e, <https://eprocure.gov.in/eprocure/app> or from IIM Mumbai's Official website. The tender should be submitted through online mode only.

IIM Mumbai reserves the right to reject any or all tenders without assigning any reason thereof.

Note: Information about e-Procurement Portal.

More information useful for submitting online bids on the e-Procurement e-wizard Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>

KEY INSTRUCTIONS for BIDDERS by clicking on “Latest Circulars/Formats/Help Manuals/Faq”. The complete Step by Step “Vendors Help Manual For e-Procurement/e-Tendering Process, Vendors Registration Process, System Settings Requirements & JAVA Settings Manuals, e-Payment Guidelines” & “Digital Signature Certificate Process” this details are available on e-Procurement Website for e-Tenders

Note: Online Support / Web Support / E-Mail Support / Phone Support are also available for Bidders as well as Department Officials. Online support through “Team viewer” , “Ammy Admin” Or “Any Desk” Remote software only. For Downloading this software , the downloading software links are available on home page of e-Procurement Website.

1. Bid to be submitted online within the due date.
2. Tenders should be submitted only through e-Tender portal and obtain the Tender Acknowledgement copy as a proof of successful submission.
3. All prospective bidders are requested to visit our E-PROCUREMENT WEBSITE regularly for any such updates / corrigendums.
4. Please see attached e-Tender Documents
5. All the Documents, Scanned copies should be uploaded online also Tender submission through online mode only.
 - 5.1 **Attestation of documents by the contractor:** All the documents, submitted by the tenderer should be attested by the contractor. And same scanned copies should be submitted online also.
 - 5.2 **Producing originals documents for verification:** All above concerned original documents should be produced for verification at any stage of tender process or as and when sought for, failing which the bids are liable for disqualification.

EXECUTIVE ENGINEER

NOTICE INVITING E-TENDER

Executive Engineer IIM MUMBAI, Mumbai- 400 087 invites percentage rate e-Tenders for the following work:

- 1 NIT No. : IIMMumbai/Estate/2023-24/15
- 2 Name of Work : Annual Operation of Organic Waste Converter at IIM Mumbai
- 3 Estimated Cost : ₹7,75,622.50/- (Inclusive of all taxes)
- 4 Earnest Money Deposit : ₹15,510/-
- 5 Period of completion : 01 Year
- 6 Tender Fee : ₹ 500.00/- (Non refundable)
- 7 Start date for downloading : 02-03-2024 from 11:00 am onwards.
- 8 Last date for downloading of tender : 11-03-2024 up to 5:00 pm form
- 9 Last date & time of submission for : 12-03-2024 upto 11:00 am financial bid
- 10 Date of opening of tender : 13-03-2024 at 11:30 am
- 11 Validity period of tenders for : 180 days from date of opening acceptance
- 12 Place of submission of tender : Online mode only

For more clarification you may visit on above website and contact 022-28035377/28035213.

Executive Engineer

TERMS AND CONDITIONS

Annual Operation of Organic Waste Converter at IIM Mumbai

01. Agency will provide 2 operators from 9:00 AM to 5:30 PM on all days (staggered weekly off for operators)
02. Payment will be pro-rata on the basis of attendance of workers.
03. Agency will have to provide all consumables required for the operation of OWC (sawdust, bioculum, sanitreat etc.)
04. Payment will be released monthly.
05. Necessary deduction on account of statutory taxes will be made.
06. Director, IIM Mumbai will be the sole authority to take the FINAL decision in case of any dispute.

CONTRACTOR

EXECUTIVE ENGINEER

APPENDIX

- | | |
|-------------------------|---|
| 1. Date of commencement | - From the date of dispatch of work order + (plus) Four days postal transit time / From the date of issue of written order. |
| 2. Period of Completion | - One year |
| 3. Date of completion | - The day after the period of completion from date of commencement of work. |
| 4. Payment terms | - Payment will be made monthly in arrears |

E-TENDER

(FINANCIAL BID)

Name of Work:- Annual Operation of Organic Waste Converter at IIM Mumbai.

Note : Below Schedule is for reference purpose only , the EXCEL (.xls) form are available on e-Tender website , vendors need to download and upload the filled price bid form online on e-Tender website.

(i) To be submitted by 11.00 hours on dated 12.03.2024

Issued to:.....

Signature officer issuing the documents.....

Designation.....

Date of issue.....

IIM MUMBAI

SCHEDULE

Name of Work : Annual Operation of Organic Waste Converter at IIM Mumbai.

Note : Below Schedule is for reference purpose only , the EXCEL (.xls) form are available on e-Tender website , vendors need to download and upload the filled price bid form online on e-Tender website.

Sr. No.	Item	Qty.	Unit	Rate	Amount
1.	Annual operation of Organic Waste Converter OWC-130				
	a) OWC operator (per month)	02	Nos.	20325.80	40651.60
	b) OWC material (including transport) Sawdust, Bioculum, Sanitreat (per month)	Lump sum	Lump Sum	14124.00	14124.00
				Total Per month	54775.60
				Total per annum	657307.20
				GST @ 18%	118315.29
				G. Total	775622.50

I/we are hereby ready to execute the work at _____ %
(in words _____)

ABOVE/BELOW/AT PAR on the estimated cost put to tender.

Tender amount quoted after considering the percentage in figure Rs. _____
(in words _____)

_____ .

CONTRACTOR

EXECUTIVE ENGINEER