

भारतीय प्रबंधन संस्थान मुंबई  
विहार लेक मार्ग, पवई, मुंबई 400087

**INDIAN INSTITUTE OF MANAGEMENT Mumbai**  
**Vihar Lake Road, Powai Mumbai 400087**

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

**TENDER No: IIMM/SA-Self Laundry/2026-27**

**Dated: 09<sup>th</sup> October 2026**



## Notice Inviting Tender for Installation of Self Laundry Service

Address to:  
Chief Administrative Officer,  
Indian Institute of Management Mumbai  
Vihar Lake, Powai Mumbai 400087

# INDEX

| Section | Description                                          | Page no |
|---------|------------------------------------------------------|---------|
| 1       | Detailed Notice Inviting Tender                      | 3       |
| 2       | Instructions for Bid Submission                      | 4       |
| 3       | General Terms and Conditions                         | 5       |
| 4       | Tender Submission                                    | 5       |
| 5       | Background                                           | 5       |
| 6       | Other Terms and Conditions                           | 6       |
| 7       | Scope of Work                                        | 7       |
| 8       | Period of Assignment                                 | 8       |
| 9       | Eligibility Criteria                                 | 8       |
| 10      | Price Bid Format                                     | 9       |
| 10      | Annexure – I Proforma for Submission of Offer Letter | 10      |
| 11      | Annexure – II Index Compliance Sheet                 | 11      |
| 12      | Annexure – III Details of the bidder                 | 12      |

## DETAILED NOTICE INVITING TENDER

TENDER is invited on behalf of Director, IIM Mumbai from eligible, experienced agencies / vendor for Installation of Self Laundry Service at IIM Mumbai

|                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>TENDER No</b>                                                                                                                                  | <b>IIMM/SA-SELF LAUNDRY/2026-27</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Name and Location of Work</b>                                                                                                                  | <b>Installation of Self Laundry Service</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Date of Issue/Publishing at Institute website</b>                                                                                              | <b>09-10-2026</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Document Download Start Date &amp; time from website <a href="https://www.iimmumbai.ac.in/tenders">https://www.iimmumbai.ac.in/tenders</a></b> | <b>09-10-2026</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Document Download End Date and Time from website <a href="https://www.iimmumbai.ac.in/tenders">https://www.iimmumbai.ac.in/tenders</a></b>     | <b>19-10-2026 up to 3.30 pm</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Queries should reach by</b>                                                                                                                    | Latest by <b>3 Days</b> till <b>5:00 PM</b> from Date of Issue/Publishing at Institute website.<br>TENDER queries received later than the date and time as mentioned above shall not be entertained. Pre-Bid queries should only be emailed to <b><u><a href="mailto:studentactivities@iimmumbai.ac.in">studentactivities@iimmumbai.ac.in</a></u></b>                                                                                                                                                                                                                                             |
| <b>Pre-Bid Meeting</b>                                                                                                                            | NA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Type of Bid</b>                                                                                                                                | Two Bid System                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Tender Cost</b>                                                                                                                                | Rs. 5,00,000/-                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>EMD</b>                                                                                                                                        | 2% of Tender cost i.e. (Rs. 10,000/-)<br><br>The bank details of the Institute account are as below: <ul style="list-style-type: none"> <li>• Bank name - State Bank of India</li> <li>• Account Name - <b>IIM Mumbai Main Account</b></li> <li>• Current Account No. - <b>10007680096</b></li> <li>• IFSC code - SBIN0009055</li> <li>• MICR No - 400002117</li> <li>• Branch Name- Vihar Lake</li> <li>• Branch Code - 09055</li> </ul> Bidders are requested to submit a copy of the receipt of the online transaction towards the EMD amount along with their bid in the Technical Bid Cover. |
| <b>Last Date and Time for receipts of TENDER offline quotation box kept at IPSS Section IIM Mumbai</b>                                            | <b>19-10-2026 up to 4 PM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Date and time for opening of TENDER</b>                                                                                                        | <b>19-10-2026 at 4.30 PM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Qualifying process</b>                                                                                                                         | <ol style="list-style-type: none"> <li>1. The bidder must satisfy all the eligibility criteria</li> <li>2. The bidder must demonstrate capability to deliver as per the expectation of the Institute (to be demonstrated through a presentation)</li> </ol>                                                                                                                                                                                                                                                                                                                                       |
| <b>Address for correspondence</b>                                                                                                                 | <b>Chief Administrative Officer,<br/>Indian Institute of Management Mumbai<br/>Vihar Lake<br/>Powai Mumbai 400087</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

Sd/-  
Chief Administrative Officer

## 1.0 INSTRUCTIONS FOR BID SUBMISSION:

- 1.1 Bidders can download the bid document from <https://www.iimmumbai.ac.in/tenders> and required to **submit the bid offline at quotation box kept at IPSS Section** along all the relevant documents with the quotation.
- 1.2 TENDER information is also available in the Institute's website at <https://www.iimmumbai.ac.in/tenders> **Any further detail regarding Amendment/Addendum /Extension/ Corrigendum (if any) will be upload online only at Institute websites.**
- 1.3 The bid submitted shall become invalid if- The bidder doesn't submit all the relevant testimonials as mentioned in this TENDER document.
- 1.4 The Bidders will be required to produce the original copies of the eligibility criteria along with other documents mentioned in the TENDER whenever needed at the various stages of TENDER (if required). Any discrepancy is noticed in the uploaded documents with reference to the original documents, the bid will be treated as invalid.

Sd/-  
Chief Administrative Officer  
IIM Mumbai

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## **2.0 GENERAL TERMS & CONDITIONS:**

### **2.1 INSTRUCTIONS TO BIDDERS**

- 1) Tender document: One set of signed and sealed Tender documents are to be submitted with the quotations. Bidder shall download the Tender documents and are advised to read the instructions carefully to ensure that his response complies fully before participating in the bid along with their offer letter.

### **3.0 TENDER SUBMISSION:**

- 3.0.1 Bidders can download the bid document from <https://www.iimmumbai.ac.in/tenders> and required to submit the bid offline at quotation box kept at IPSS Section along all the relevant documents within the stipulated time. Bidder may go through the special instruction given before participation in Tender.
- 3.0.2 Bidder may request clarification at any time up to the mentioned last date of seeking Clarification. Such clarification requests shall be addressed to the Store & Purchase Officer, IIM Mumbai (Email: [pgphostels@iimmumbai.ac.in](mailto:pgphostels@iimmumbai.ac.in) & [studentactivities@iimmumbai.ac.in](mailto:studentactivities@iimmumbai.ac.in))

### **3.1 TENDER REQUIREMENT:**

- 3.3.1 The technical bids will be opened online by a committee duly constituted for the purpose at the time and date as specified in the Tender document. All required documents against Notice Inviting Tender documents need to be along with the technical bid by the bidders.
- 3.3.2 It is important that bidder clearly demonstrates his ability, giving the Institute a high level of confidence that the bidder will be able to perform the works/ supply/ service within the schedule and meeting the other requirements listed in the Tender document. Failure to do so may result in disqualification of the Tender.

### **3.4 BACKGROUND:**

The Indian Institute of Management Mumbai (IIM Mumbai), established under the Indian Institute of Management, Mumbai Act of 2017 (amended in 2023), is one of India's leading institutions for management education under the Ministry of Education, Government of India. Formerly known as the National Institute of Industrial Engineering (NITIE Mumbai), the institute has developed into a globally respected center of excellence in management and industrial engineering. IIM Mumbai is ranked 6th among business schools in India as per the NIRF 2025 rankings

With approximately 1200 students across multiple programs, IIM Mumbai continues to uphold its legacy as a thought leader in management education. Its forward-looking, industry-aligned curriculum empowers professionals to navigate complex business environments, contribute to nation-building, and emerge as transformative leaders.

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#### 4. OTHER TERMS AND CONDITIONS:

1. The rates should be quoted both in figures and words and legibly written without any overwriting. In case of any correction, the same must be attested by the bidder with a full signature.
  2. In case of any discrepancy between the rates in figures and then in words, the rate in words will be accepted as correct.
  3. Proposal submitted after the last submission date will not be accepted and his proposal will be treated as non-responsive.
  4. Intending bidder shall submit only one Tender. A bidder, who submits more than one Tender, shall be disqualified, and considered non-responsive.
  5. The bidder has to put a seal and sign in full at all pages of the Tender notice failing which the bidder will be disqualified.
  6. The bidder failing to provide the service as per Tender or involved in any illegal practice will be debarred from IIM Mumbai Procurement.
  7. The rate quoted should be valid for one year from the award of the contract. The rate/price should remain fixed during the entire period of the contract, i.e., one year and should not be subject to variation on any account.
  8. The rate may be revised on mutual consent between students and the vendor during the extended period.
  9. No claim for compensation or loss due to fluctuations in the market rate of any item or any other reasons/causes will be entertained.
  10. The Firm/Agency/Company/Contract/bidder shall be responsible of all statutory compliance with the respect to the laundry services governed under Govt. of India and Govt. of Maharashtra.
  11. The bidder is advised to discuss all the payment and refund rules in detail with the students' committee and should be displayed on the noticeboard of the hostels.
  12. Bidders should have their own accountant/manager to collect fees from the students. It's the responsibility of the bidder to maintain proper records of the payments made by each student user. IIM Mumbai will bear no responsibility towards payment related issues with the students.
  13. Bidder must be ready to provide laundry services even if less number of students/ users are available, at the same rate, terms and condition in case of any holiday/vacation/any lockdown/emergency situation etc. Total estimated no. of users in the proposed hostel is 12:00 Hrs
  14. The rates should preferably be NET, inclusive of all taxes and duties, packing, forwarding, freight, Insurance, training cum demo charges (if any), and all other incidental charges mentioned separately.
  15. The service provider should ensure that his company is registered, or he is the authorized dealer. The service provider must ensure providing all the supporting documents with respect to PAN Card, GST certificate and experience certificate with similar nature of services in premium institute like IIM's NIT's, IIT's, Central University, etc. Further the service provider must attach all the authorized certificates of the company or authorized person on his behalf.
  16. The successful bidder must comply with all the terms and conditions mentioned in the Tender document.
  17. The installation of the equipment and training cum demo should be provided (if required).
  18. Any liability including GST will be of the supplier/bidder of the laundry services. Also, any obligations regarding Indian Acts will be the responsibility of the supplier/bidder only.
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19. Bidders may visit sites IIM Mumbai's hostels at Nongthymmai and Umsawli for the installation of washing machines prior to the bid submission.
20. The Director, IIM Mumbai reserves the right to withdraw/cancel the Tender/Tender process at any stage of the procurement without assigning any reason thereof.
21. The parties agree that in case of any dispute arising between the Parties in respect of this agreement, which cannot be settled mutually, the matter shall be referred to sole arbitrator appointed by the IIM Mumbai and jurisdiction will be Mumbai court.
22. The bidder has to provide professional 10kg washers to the institute for the laundry purpose to IIM Mumbai students at no cost to the IIM Mumbai. The machines to be operated through mobile based app applications.
23. The bidder must have app based application both Android and IOS for smooth operation of the machine by the IIM Mumbai students.
24. The selected bidder will provide the service, maintenance and installation of the machines in hostel at no costs to the institute.
25. The institute will provide the space, water, electricity on payment basis & drainage facility in the hostel premises at no cost to the selected bidder.
26. The selected bidder will provide the adequate training to students & staff to ensure the smooth operations of Laundry application app and machines.

## 5. SCOPE OF WORK AND DELIVERABLES:

1. Self-Laundry Service for providing **approx. 40 washing machine facility** for washing clothes to the students of IIM Mumbai on chargeable basis directly from students.
  2. Internet of things (IoT) based Commercial Washing Machines should be installed by the service provider at free of cost to IIM Mumbai.
  3. Agency must provide the laundry service through mob-based application through which students will pay, operator and use the washing machines for laundry purpose.
  4. All machines need to be provided free of cost without any purchase cost to the Institute.
  5. The machines should be installed on proportionate basis as per the student's strength, approx. 1 machine per 50 students, which may be increased or decrease later after mutual review & agreement.
  6. The service provider should ensure the timely maintenance to be done on regular basis by company own appointed service team at their own cost.
  7. Service providers should provide smart washing operation and advanced washing service through its mobile application on both IOS and Android.
  8. All Washing Machines will be Front load and with a minimum capacity of 10 KG.
  9. The company should give the presentation for the effective implementation of the washing machine services and the Standard operating procedure for making it effective.
  10. The service provider should also ensure that the complaints should be addressed within 24 hours.
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11. Service providers should provide dedicated call center number to raise complaint by the students in case of any issue.
12. Service providers should provide the service, maintenance, and Installation of the washing machines at no cost to IIM Mumbai.
13. The agency will have to pay the License fee (% quoted) for the proposed space along with electricity and water charges that will be charged as per actual.

**6. PERIOD OF ASSIGNMENT:**

- The period of the empanelment will be initially for a period of two years, renewable annually based on satisfactory performance of the agency concerned.

**7. ELIGIBILITY EVALUATION CRITERIA:**

- The bidder should be registered as a Company as per the Companies act. Appropriate documents/certificates issued from appropriate authorities should be enclosed to support this and if it is a partnership bidder, a certified copy of the Partnership Deed.
- The Agency should have PAN Number and GST Registration. (Proof to be attached)
- The bidder should have at least 5 years' relevant experience in the industry.
- Work experience certificates regarding providing such laundry services to premium Institute like IIM's, NIT's, IIT's, Universities etc. need to be submitted. (Experience of Minimum two such institutes of National importance are mandatory)
- The bidder must attach all the authorized certificates of the company or authorized person on his behalf.
- Technical brochures of equipment's to be installed are to be submitted with the TENDER.

Name, Signature and Seal of Authorized Signatory of Agency

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**8. PRICE BID FORMAT INVITING TENDER FOR PROVIDING SELF LAUNDRY SERVICES AT IIM MUMBAI:**

1)

| Sr. No | Wash mode   | Duration (per wash cycle) | Rates in figures (Including GST) Rs. | Rate quoted in words |
|--------|-------------|---------------------------|--------------------------------------|----------------------|
| 1      | Normal Wash | 28 Min                    |                                      |                      |
| 2      | Quick Wash  | 22 Min                    |                                      |                      |
| 3      | Super Wash  | 36 Min                    |                                      |                      |

2) Price bid to be quoted in percentage (%). The Work will be awarded to the bidder who will quote highest percentage (H1 bidder) on the income from IIM Mumbai. The minimum base percentage (%) is fixed as 2 %.

| Sr. | Base percentage (%) | Price bid to be quoted in percentage (%). |
|-----|---------------------|-------------------------------------------|
| 1.  | 2 %                 | ..... %                                   |
|     |                     |                                           |

**Note: Financial evaluation will be taken based on the % quoted, quoting incomplete data (Price) in the above column, TENDER of such Agency will be automatically rejected**

**PROFORMA FOR SUBMISSION OF OFFER LETTER OF TENDER DOCUMENT,  
DECLARATION AND BIDDER DETAILS**

(THIS "OFFER LETTER" TO BE SUBMITTED IN BIDDER'S LETTER HEAD)

*Ref no.*

*Date:*

**To,**

**The Chief Administrative Officer**

**IIM Mumbai**

**Vihar lake Road**

**Powai Mumbai 400087**

**Sub:**

“ \_\_\_\_\_  
\_\_\_\_\_”  
” against TENDER No: \_\_\_\_\_ Dated \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

1. I/ We had read entire TENDER and unconditionally accept all the terms and conditions laid down in the TENDER document.
2. I/We enclose herewith documentary evidence of my/our experience of execution of work/ supply/ service of similar nature and magnitude carried out by me/us as per the eligibility criteria along with the other documents mentioned in the Tender document.
3. I/ We confirm and declare that we are not blacklisted/ debarred/ de-registered by any Institute/Government department/ Public Sector Undertaking/ Autonomous bodies or any other agency for which we have executed/ undertaken the works/ supply /services during the last 5 years.
4. It is certified that all the information given hereby as well as in the enclosed eligibility bid documents are correct to the best of my knowledge and believe. It is also understood that I/We shall be liable to be debarred, disqualified in case any information furnished by me/us found to be incorrect.

**Date.....day of ..... 2026**

**Name of the Bidder with Address:**

Name:

Address:

Signature of Bidder(s), with the seal of Firm

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## ANNEXURE-II

### INDEX COMPLIANCE SHEET (To be submitted on the letterhead of the Agency/ Bidder)

| Sr. No | Document Name                                                                                             | Compliance (Yes / No) | Page No |    | Remarks |
|--------|-----------------------------------------------------------------------------------------------------------|-----------------------|---------|----|---------|
|        |                                                                                                           |                       | From    | To |         |
| 1      | Details of the Agency As per Annexure – III                                                               |                       |         |    |         |
| 2      | Copy of Permanent Account Number (PAN) in the name of the bidder, if not proprietorship bidder.           |                       |         |    |         |
| 3      | Copy of GST Registration Certificate.                                                                     |                       |         |    |         |
| 4      | Proof of Experience: PO/ WO/ Agreement/ Experience Certificate/ Performance certificate from the clients. |                       |         |    |         |
| 5      | Duly signed and stamped of the entire TENDER document along with its addendum/corrigendum, if any         |                       |         |    |         |
| 6      | All other documents, as required to claim eligibility                                                     |                       |         |    |         |

Place:

Date:

(Signature with stamp of the Agency)

## ANNEXURE-III

### Details of the Company

(To be submitted on the letterhead of the Agency/ Bidder)

Copies of all supporting documents duly signed and stamped by the Agency in support of below particulars must be attached along with this checklist

|    |                                                                                                     |                                                    |
|----|-----------------------------------------------------------------------------------------------------|----------------------------------------------------|
| 1  | Name of the Agency (In Block Letters)                                                               |                                                    |
| 2  | Registered Office Address (With telephone no. & email address)                                      |                                                    |
| 3  | Status of the organization :<br>Proprietary/Partnership/Pvt. Ltd./Public Ltd. Company               |                                                    |
| 4  | Year of incorporation /constitution of agency                                                       |                                                    |
| 5  | PAN No.                                                                                             |                                                    |
| 6  | GST No.                                                                                             |                                                    |
| 7  | Authorized Signatory Details                                                                        | Name:<br>Designation:<br>Mobile No:<br>Email:      |
| 8  | Details of Contact Person Other than Authorized Signatory:                                          | Name:<br>Designation:<br>Mobile No:<br>Email:      |
| 9  | Total No. of Year of Similar Experience                                                             |                                                    |
|    | Details of work experience in support of Experience related eligibility criteria.                   |                                                    |
| 10 | Annual Business turnover for last three financial years, duly certified by the Chartered Accountant | FY 2022-23: Rs<br>FY 2023-24: Rs<br>FY 2024-25: Rs |
| 12 | Total number of employees                                                                           |                                                    |
| 14 | Any other information                                                                               |                                                    |

#### Verification:

The details furnished in the application are true and correct to the best of my/our knowledge and that in case of furnishing any false information or suppression of any material information. The application shall be liable to be rejected besides initiation of panel proceedings by IIM Mumbai, if it deems fit.

#### Note:

- 1) Please enclose all supporting documents.
- 2) If documents are not included in the application, the bid will be automatically rejected.

Signature of authorized signatory Name: