
	Government eProcurement System	eProcurement System Government of India
Tender Details		Date : 05-Dec-2024 05:46 PM
		 Print

Basic Details

Organisation Chain	Indian Institute of Technology Ropar		
Tender Reference Number	IITRPR/ENM/Empanelment/24/16		
Tender ID	2024_IITRP_838112_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Empanelment
Tender Category	Works	No. of Covers	1
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	R-T-G-S
	2	NEFT

Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.pdf	Empanelment of Contractor for Civil and Electrical works at IIT Ropar

Tender Fee Details, [Total Fee in ₹ * - 1,180]

Tender Fee in ₹	1,180		
Fee Payable To	Payable To IIT Ropar Revenue Account	Fee Payable At	Payable At Ropar
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	0.00	EMD Exemption Allowed	No
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Nil	EMD Payable At	Nil

[Click to view modification history](#)**Work / Item(s)**

Title	Empanelment of Contractor for Civil and Electrical Works at IIT Ropar				
Work Description	Empanelment of Contractor for Civil and Electrical Works at IIT Ropar				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	Yes				
Tender Value in ₹	5,00,000	Product Category	Civil Works - Others	Sub category	Civil/Electrical works
Contract Type	Empanelment	Bid Validity(Days)	90	Period Of Work (Days)	365
Location	IIT Ropar	Pincode	140001	Pre Bid Meeting Place	NA

Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	IIT Ropar
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	05-Dec-2024 05:00 PM	Bid Opening Date	07-Jan-2025 11:05 AM
Document Download / Sale Start Date	05-Dec-2024 05:00 PM	Document Download / Sale End Date	06-Jan-2025 06:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	05-Dec-2024 05:00 PM	Bid Submission End Date	06-Jan-2025 06:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	Empanelment of Contractor for Civil and Electrical Works at IIT Ropar	718.51

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	EOI.pdf	Empanelment of Contractor for Civil and Electrical Works at IIT Ropar	702.67

Auto Extension Corrigendum Properties for Tender

Iteration	No. of bids required for bid opening a tender	Tender gets extended to No. of days
1.	3	7

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	sanjeev.bharadwaj@iitrpr.ac.in	Sanjiv Kumar Bhardwaj	SANJEEV KUMAR BHARDWAJ
2.	staff.jagjit.singh@iitrpr.ac.in	Jagjit Singh	JAGJIT SINGH
3.	jasdeep.singh@iitrpr.ac.in	Jasdeep Singh	JASDEEP SINGH
4.	bhatia.saurabh@iitrpr.ac.in	Saurabh Bhatia	SAURABH BHATIA

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	NIL	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	NIL	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority

Name	Registrar
Address	Registrar IIT Ropar PUnjab

Tender Creator Details

Created By	Sanjiv Kumar Bhardwaj
Designation	JE Civil
Created Date	05-Dec-2024 03:04 PM

INVITATION FOR EXPRESSION OF INTEREST

FOR

**EMPANELMENT/ENLISHMENT FOR CIVIL
AND/ OR ELECTRICAL WORKS
(REPAIR/RENOVATION)**



REFERENCE NO. 01/EOI/E&M/2024-25

INDIAN INSTITUTE OF TECHNOLOGY ROPAR
An autonomous Institute under the aegis of
Ministry of Education (Shiksha Mantralaya), Government of India
Rupnagar, Punjab - 140001, India

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Empanelment/Enlistment for Civil and/or Electrical Works (Repair/Renovation)

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भारतीय प्रौद्योगिकी संस्थान रोपड़
INDIAN INSTITUTE OF TECHNOLOGY ROPAR

रूपनगर, पंजाब-140001/ Rupnagar, Punjab-140001
Ph. 01881-235108, e-mail: jr.enm@iitrpr.ac.in

No. IITRPR/ENM/Contractor empanelment/E-Tender/2024/16

December 05, 2024

1. Schedule of EOI:

a.	EOI Document No.	IITRPR/Empanel/EOI/.....											
b.	EOI for	Empanelment of Contractor for Civil & Electrical Works at IIT Ropar											
c.	Validity of Empanelment	1 year (which may be extended for next 2 years on yearly basis)											
d.	Registration Fee (Rs.)	Rs. 1180/- (inclusive of GST) Fee is to be deposited through online mode in IIT Ropar Revenue Account. Detail as under: <table><tr><td>Name of the Bank A/C</td><td>: IIT Ropar Revenue Account</td></tr><tr><td>SBI A/C No.</td><td>: 37360100716</td></tr><tr><td>Name of the Bank</td><td>: State Bank of India</td></tr><tr><td>IFSC Code</td><td>: SBIN0013181</td></tr><tr><td>MICR Code</td><td>: 140002008</td></tr></table> Note: Registration fee is Non-refundable		Name of the Bank A/C	: IIT Ropar Revenue Account	SBI A/C No.	: 37360100716	Name of the Bank	: State Bank of India	IFSC Code	: SBIN0013181	MICR Code	: 140002008
Name of the Bank A/C	: IIT Ropar Revenue Account												
SBI A/C No.	: 37360100716												
Name of the Bank	: State Bank of India												
IFSC Code	: SBIN0013181												
MICR Code	: 140002008												
e.	Date and Time for Issue EOI document	05.12.2024 (17:00 Hrs)											
f.	EOI document Submission Start Date and Time	05.12.2024 (17:00 Hrs)											
g.	EOI document Submission End Date and Time	06.01.2025 (18:00 Hrs)											
h.	Date and Time for Opening of EOI	07.01.2025(11:05 Hrs)											
i.	Date and Time for Opening of Bid (Financial)	N/A											
j.	Address for Communication (for any query only)	1. O/o Registrar, IIT Ropar 2. Joint Registrar (Estate & Maintenance Section) Indian Institute of Technology, Ropar – 140001 (Punjab)											

The EOI document may be downloaded from the website: <https://www.iitrpr.ac.in> or <https://eprocure.gov.in/cppp> Corrigendum, if any would appear on the IIT Ropar website. IIT Ropar reserves the right to reject any or all the tenders in part or full without assigning any reasons thereof. Online submission of Bids through <https://eprocure.gov.in/cppp> shall be the acceptable mode and no other mode of bid submission will be accepted. Manual/Offline bids/documents shall not be accepted under any circumstances.

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

IIT Ropar invites Expression of Interest (EOI) for ‘**Empanelment/Enlistment for Civil and/or Electrical Works (Repair/Renovation)**’ on the prescribed format from the contractors/ firms/agencies having registration with Govt. organizations such as CPWD, MES, Railway, PWD, PSUs etc.

EOI No.	Name of work	Tendering Limit	Empanelment Validity	Date of Issue/ Publishing	Last Date and Time for Uploading of Bids	Date and Time of Opening of Technical Bids
1	2	3	4	5	6	7
IITRPR/ENM/Contractor empanelment/E-Tender/2024/	Empanelment of Contractors for Civil and or Electrical Works at IIT Ropar	5lac	3years	04.12.2024	03.01.2025 (18:00 Hrs)	04.01.2025 (11:05 Hrs)

The main object of Empanelment of firms/agencies is to create a pool of suitable and competent agencies/contractors with valid credentials for works to minimize the requirement of verification of their credentials at the time of individual tenders without delay. At the same time, only those contractors are allowed to continue in the list that remain active in IIT Ropar and perform satisfactorily.

The EOI document may be downloaded from website [:http://www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app) or <https://www.iitrpr.ac.in>.

Corrigendum, if any would appear on the www.eprocure.gov.in/eprocure/app and IIT Ropar website. IIT Ropar reserves the right to reject any or all the tenders in part or full without assigning any reasons thereof. Online submission of Bids through Central Public Procurement Portal (<http://www.eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids/documents shall not be accepted under any circumstances.

INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit softcopies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at:
<https://eprocure.gov.in/eprocure/app>

REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL: https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders.
5. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

1. Bidder should login to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the BG/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids (if applicable) in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download

the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidder should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as a try pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

1. TERMS AND CONDITIONS

The empanelled contractors may have to carryout the following works at IIT Ropar:

S. No.	Works Cost	Work
(i)	Works costing upto Rs. 5.00lakh	Civil Works: All Earth Work, Concrete Work, RCC Work, Masonry Work, Stone Work, Cladding Work, Wood work and PVC Work, Steel Work, Flooring, Roofing, Renovation/Interior work, Finishing, Repair to the buildings, Dismantling and demolishing, Road Work, Sanitary/Plumbing works, Water supply, Drainage, Aluminium Work, Water proofing etc. Electrical Works: Internal And External Electrification and Installation Works/ LT/ HT Power distribution system/ Misc LT/HT wiring/ cabling repairs of Split AC/HVAC/firefighting & Control works/Street light work/lifts/DG sets/addition/alteration for Services works as called for etc.

The items mentioned above are indicative and IIT Ropar reserves all the rights to modify or add items as per the requirements of work.

Accordingly, a bidder may apply for any of the categories given below

Category-I

Civil Works

Category-II

Electrical Works

Category-III

Civil + Electrical Works

1.2 However, a bidder who wishes to get empanelled for Civil Works is also allowed to get empanelled for Electrical works provided the contractor meets the mandatory requirements in the concerned field. If the applicant wants to apply for more than one category as given in Para1.1, separate application should be submitted for each category.

1.3 After empanelment, tender enquires shall be placed to the empanelled contractors alongwith the scope and connected terms & conditions of work and also showing date of commencement and completion. The Estimate shall be prepared based on DSR for scheduled items and Market rate for Non-Scheduled items. The work shall be carried out as per CPWD specifications 2021 Volume I & II with up-to-date correction slips and DSR. After completion of work, the item of work shall be measured in the measurement book before processing the bill.

2. Eligibility Criteria for Empanelment

2.1 Applicant should possess valid registration in CPWD, MES, Railway, PWD, PSU's. The firm must have valid registration during the entire empanelment period.

2.2 Applicant shall furnish the documents as per details given below related to Work experience, financial soundness, PAN, GST, Electrical license, ESIC & EPF Certificate and an undertaking in the letter head of the firm, duly signed and sealed, stating that the firm/contractor has not been blacklisted or debarred from any Govt. agency

Cat & Code-> Description	Civil Works upto 5 Lacs (Category I)	Electrical Works upto 5 Lacs (Category-II)	Civil + Electrical Works upto 5 Lacs (Category III) Composite work
Tendering Limit Of Contract (Rs.)	Upto 5,00,000/-	Upto 5,00,000/-	Upto 5,00,000/-
Past Experience of Completed similar work during last Seven years.	<p>(i) Three similar Completed works experience in Central Government /State Government/Public sector undertakings/ Autonomous organizations, each of value not less than Rs. 2, 00,000/-.</p> <p>(Or)</p> <p>(ii) Two similar completed works experience in Central Government / State Government/Public sector undertakings/Autonomous organizations, each of value not less than Rs. 3,00,000/-</p> <p>(Or)</p> <p>(iii) One similar completed work experience in Central Government/State Government/Public</p>	<p>(i) Three similar Completed works experience in Central Government /State Government / Public sector undertakings /Autonomous Organizations, each of value not less than Rs. 2, 00,000/-.</p> <p>(Or)</p> <p>(ii) Two similar completed works experience in Central Government / State Government/Public sector undertakings/Autonomous organizations, each of value not less than Rs. 3,00,000/-</p> <p>(Or)</p> <p>(iii) One similar completed work experience in</p>	<p>(i) Three similar Completed works experience in Central Government /State Government/Public sector undertakings/ Autonomous organizations, each of value not less than Rs. 2, 00,000/-.</p> <p>(Or)</p> <p>(ii) Two similar completed works experience in Central Government / State Government/Public sector undertakings/Autonomous organizations, each of value not less than Rs. 3,00,000/-</p> <p>(Or)</p> <p>(iii) One similar completed work experience in Central Government/State Government/Public</p>

		Central Government/ public/ sector/ undertakings/ Autonomous	
	Not less than Rs. 4, 0,000/-.	Organizations, value of cost not less than Rs.4, 00,000/-.	
Banker's Certificate for financial soundness (Not older than 6 months from last date of submission)	Rs. 2,00,000/-	Rs. 2,00,000/-	Rs. 2,00,000/-
Average Annual Turnover during last three consecutive financial years ending 31 st March 2023.	Rs. 2,50,000/-	Rs. 2,50,000/-	Rs. 2,50,000/-
Valid/recent PAN, GST Certificate	To be submitted	To be submitted	To be submitted
Valid Electrical License in name of Agency.	Not applicable	To be submitted	To be submitted
ESIC/EPF Registration Certificate	To be submitted	To be submitted	To be submitted
Proprietorship certificate, Memorandum and Article of Association, Certification of Incorporation Partnership Deed, Registration Certificate issued by the Registrar of Firms etc.	To be submitted	To be submitted	To be submitted
Non Blacklisting Certificate	To be submitted	To be submitted	To be submitted

Note:-

- i. The contractors shall have to satisfy the above minimum eligibility criteria for empanelment.
- ii. Similar works means Civil and Electrical works. Civil-Electrical Composite Work
- iii. The contractors who apply for registration under 'Electrical' category shall have to produce valid electrical license from the competent authority issued in the name of the contractor. The license shall be kept valid throughout the period of enlistment by renewals at suitable intervals and an attested copy of the same shall be submitted. In the event of discontinuity in validity of electrical license of the contractor, the enlistment and the authority to submit tenders shall cease to be valid. In the case of works that are in progress the same are liable to be terminated. In case works is terminated Institute shall have no liability.

3. Empanelment/Registration Procedure

- 3.1 The contractor shall have to submit the application for enlistment in the form prescribed at **Annexure- I** with all documents as per **Annexure II**.
- 3.2 Correct/relevant information/data have to be furnished by the vendors.
- 3.3 The applicant should make sure before applying for a particular type of Category, that it has the required eligibility criteria & experience for that category of work / item.
- 3.4 Applications incomplete in any respect, viz. non-submission of any required document or information, or fee in requisite amount are liable for rejection.
- 3.5 On receipt of the Registration Form along with the requisite documents as mentioned above and after scrutiny, the firms / agencies/ contractors shall be registered with the IIT Ropar.
- 3.6 After getting all the required fee, information & documents from the applicant, the registration number will be issued to the contractors with the following details:
 - A. Registration No.
 - B. Category/Code No.

4. General Conditions

- 4.1 The enlistment shall valid for a period of three years and would be considered for extension based on satisfactory performance of the firm. The extension of validity of enlistment is not a matter of right and IIT Ropar reserves the right not to extend such enlistment without assigning any reason.
- 4.2 The said registration qualifies a particular vendor for consideration for issue of tender document in case of limited tenders for relevant category only for which vendor is registered/empanelled. However, this will not give any claim to the party for award of work / purchase order.
- 4.3 IIT Ropar reserves the rights to accept, consider or reject any or all applications without assigning any reasons thereof. The decision of IIT Ropar in respect of registration of parties for various categories of work/items will be intimated by post/email and shall be final & binding on all concerned registered firms / vendors in the panel of IIT Ropar.

- 4.4 Vendors once empanelled, shall have to promptly reply to all the enquiries, execute orders as per the order terms of IIT Ropar and keep the Institute informed of new products/ developments / innovative ideas that shall help to reduce the cost and improve quality, reliability, etc.
- 4.5 This document will become part of contract between IIT Ropar and Vendor and adherence to all aspects of fair trade practices in executing the purchase orders/work orders placed by IIT Ropar from time to time during the registration period.
- 4.6 **Performance Guarantee for Empanelment:** The contractors who would be empanelled are required to deposit Rs. 50,000/- (Fifty thousand only) as Performance Guarantee. Such deposit does not carry any interest and it will remain with the Institute till the validity period of the empanelment. Performance Security may be furnished in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial bank, Bank Guarantee from a Commercial bank. In case the Contractor has deposited the Performance Guarantee according to work awarded, then there is no necessity to submit PG again.
- 4.7 **Defect Liability Period:** For execution of works, Six months DLP shall be applicable.
- 4.8 **Security Deposit for Awarded Works:** The successful tenderer will have to remitan amount equal to 2.5% of the Work value as Security Deposit from the Running bills. No interest will be paid to the contractor on Security Deposit. IIT Ropar also reserves the right to appropriate the Security Deposit amount against any outstanding dues (to IIT Ropar) against any other earlier contract entered with the IIT Ropar by the contractor. The Security deposit of the contractor shall not be refunded before the expiry of Six months after the issue of the completion certificate for each Work order.
- 4.9 **Penalty:** The successful bidder has to complete the work within the time frame as stipulated in Work Order, failing which, IIT Ropar will recover Compensation for Delay of work @ 1% per month of delay to be computed on per day basis of the total amount of work as per Work order. The total amount of compensation for delay to be paid under this condition shall not exceed 10% (ten percent) of the Amount of work as per Work order. The said work may also be executed under the Risk and Cost of the Contractor.
- 4.10 **Statutory Deductions:** Taxes and all other statutory deductions like labor cess etc. will be deducted from the bill as per prevailing rules.
- 4.11 **Inspection of Works:** Works would be subject to inspection by User representative and unsatisfactory/defective works having been detected would have to be redone/repair by the vendor failing which it would be got done at the risk and cost of the said Contractor/firm/ agency.
- 4.12 The Contractor-should not assign or sublet the empanelment or any part or it to any other vendor in any form. Failure to do so shall result in termination of empanelment.
- 4.13 All registered firms are expected to maintain absolute integrity, follow decent standards of business ethics and do nothing unbecoming of a registered Contractor. In all future correspondence with IIT Ropar, empanelled Contractors are required to quote the Registration No.

- 4.14 IIT Ropar reserves to rights add / delete / alter any of the items and to amend/ add any of the terms and conditions included in the registration granted to firms with effect from any date, without assigning any reason (s) for the same.
- 4.15 The selected vendor shall indemnify the IIT Ropar and user departments against all third party claims of infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied items and related services or any part thereof. IIT Ropar / User department stand indemnified from any claims that the contractor/firm/ agency manpower/local authorities may opt to have towards the discharge of their duties in the fulfillment of the work orders.
- 4.16 In case any empaneled vendor found in breach of any terms& condition(s) or work order, at any stage during the course of work or warranty/DLP period, the legal action as per rules/laws, shall be initiated against the vendor and Security Deposits/Performance Guarantee shall be forfeited, besides debarring and blacklisting the vendor concerned for at least One year for further dealings with the Institute.
- 4.17 Unless otherwise specified, the brand/make of the material as specified in the list of preferred (**Annexure IV**) shall be used in the work. In case of non-availability of the brand specified in the contract the contractor shall be allowed to use alternate equivalent brand of the material subject to submission of documentary evidence of non- availability of the specified brand with prior permission from the institute.
- 4.18 All disputes in this connection shall be settled in the Courts of Rupnagar Punjab only.
- 4.19 The contractor should execute a formal agreement with IIT Ropar on a Non-Judicial Stamp paper of Rs. 100/-for the awarded work/s. No work of any kind should be commenced without proper execution of an agreement. Non fulfillment of this condition of executing a contract by the Contractor would constitute sufficient ground for annulment of the award and will be considered and liable to be suspended/debarred from participating in the future bids in the Institute for the period of One Year.

4.20 Cancellation of Empanelment

The empanelment of contractor may be cancelled if any of the following is established:

- a) Fails to execute of the contract or executes/executed it unsatisfactorily;
- b) Violates any conditions of the contract;
- c) Fails to abide by the conditions of empanelment;
- d) If found to have given false particulars at the time of empanelment;
- e) Has indulged in any type of forgery or falsification of records;
- f) Fails to inform the authority regarding change in name, address, constitution and status of the empanelled firm within one month of such change;
- g) Is declared or is in the process of being declared bankrupt, insolvent, wound up, dissolved or partitioned;
- h) Violates the labour regulations and rules;

- i) Is involved in complaints of serious nature received from any source, which have been proved;
- j) Defaults in settlement of tax dues like income tax, GST, etc.;
- k) Ceases to fulfill eligibility criteria based on which empanelment was done;
- l) Does not start the work within the stipulated time for the awarded work on two occasions.
- m) Fails to rectify construction/structural defects within a reasonable time not exceeding 2 months, pointed out to him by the engineer-in-charge during the defect liability period as mentioned in the contract from the date of completion of works.
- n) The tender may be open to contractors also. However preference to be given to the enlisted contractors.

Officiating Registrar
Indian Institute of Technology Ropar
Ropar (Punjab)

Application Form for Contractor Empanelment

Category Applied for: _____

1. Name of the Company/Agency/Contractor: -----

2. Contact Details

a. Head Office/Registered Office: -----

b. Telephone/Mobile No: -----

c. Email: -----

d. Website(if any): -----

e. Date of Establishment: -----

f. Office in Ropar(if any): -----

g. Telephone No.: -----

3. Name of Chief Executive/Proprietor/Partners:-----

4. Telephone/Mobile No. -----

5. Email -----

6. Name of Contact Person -----

7. Telephone/Mobile No. -----

8. Email -----

9. Type of Organization Documents to be enclosed

a) Proprietary Trade License/An affidavit

☐

b) Partnership Partnership Deed, Trade License

☐

- c) Private Limited Company Memorandum of Article
- d) Public Limited Company Certificate of Registration
- e) Public Sector Trade License

☐
☐
☐

10. Work Experience Details as per Eligibility Criteria:

S. No.	Name of Work	Work order no. & date	Work order value	Work completion value	Time period of work	Client details
1.						
2.						
3.						
4.						

11. Average annual financial turnover during the immediate last 3 consecutive financial years (Rs. Lakhs) (Enclose Chartered Accountant's certification)

- a) 2023-24 _____
- b) 2022-23 _____
- c) 2021-22 _____
- d) 2020-21 _____

12. Bankers' certificate of scheduled bank (Not older than 6 months from last date of submission) to be attached.

13. Commercial Information Registration (Enclose Attested Copy wherever Applicable)

- a) GST Regn. No. -----
- b) PAN: -----
- c) Registration with CPWD/PWD/MES/PWD/PSUs-----

DECLARATION BY Contractor

- i) I/We certify that the information given above is true to the best of our knowledge. I/We also understand that if any of the information is found wrong, I am/ we are liable to be debarred.

- ii) I/We certify that I/We will not get myself/ourselves registered as contractor(s) in IIT Ropar under more than one name.
- iii) I / We hereby certify that I am not near relatives of any employee of IIT Ropar. (A near relative shall mean wife, husband, parents, grandparents, children, grandchildren, brothers, sisters, uncles, aunts, cousins and their corresponding in laws)
- iv) a. I certify that I did not retire as an Engineer from any Department of the Government of India during the last ONE year. I also certify that I have neither such a person under my employment nor shall I employ any such person within ONE year of his retirement. (For individuals seeking enlistment).
- b. We certify that none of the partners/Directors retired as an Engineer from any Department of the Government of India during the last ONE year. We also certify that we have neither under our employment any such person nor shall we employ any person within ONE year of his retirement. (For partnership firms and limited companies). (Strikeout whichever is not applicable)

.....(Signature of Proprietor/Partner/Chief Executive)

Name.....
(In Capital Letter)

(Seal of Vendor)

Place:.....

Date:.....

The following self-certified documents to be submitted:

S. No	List of Documents to be uploaded
1	Duly filled signed and stamped Application form as Enclosed.
2	Registration Certificate with CPWD, MES, Railway, PWD, PSU's
3	Work Experience certificates (Completion certificate from Client)
4	GST&PAN Number certificate
5	Banker's certificate as per Annexure-III (Not older than 6 months from last Date of bid submission)
6	Average Annual Turnover CA certified Certificate for last 3 consecutive financial years ending 31 st March 2023 as per eligibility criteria
7	Valid ESIC/EPF Registration certificate.(If bidder is registered with ESIC/EPF, then EPF/ESIC Registration certificate must be submitted. Else self-declaration by bidder for non-applicability of ESIC/EPF to be submitted)
8	Valid Electrical License for Electrical works
9	Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc. (An affidavit in case of sole proprietor ship, Partnership deed in case of Partnership firm, Article of Association incase of Private/Public limited Companies.)
10	Labour License(if applicable)
11	Undertaking in the letter head of the firm, duly signed and sealed, stating that the firm/contractor is never blacklisted or debarred from any Govt. agency

Form of Banker's Certificate

This is to certify that to the best of our knowledge and information Shri/Smt/M/s.....having registered address,..... a Customer of our bank, is/are respectable and can be treated as reliable for any engagement upto a limit of Rs..... (Rupees).

This certificate is issued without any guarantee or responsibility on the Bank or any of the officers. This certificate is issued on..... the request of Shri/Smt/M/S For obtaining enlistment in IIT Ropar.

(Signature)

For the Bank

Note:1. Banker's certificates should be on the letter head of the bank, addressed to enlisting authority.

2. Incase of partnership firm, the certificate shall include names of all partners as recorded with the bank.

LIST OF PREFERRED MAKES FOR CIVIL WORKS

Sl. No.	Items	Approved Makes/Brands
1	Cement(PPC/OPC)	Ultra Tech/Gujarat Ambuja/J.K. Cement/ACC /Birla/Wonder
2	White Cement	J.K. White/Birla White/Ultratech
3	Reinforcement Steel	TISCON/SAIL/RINL/JSPL/JSW
4	Structural Steel	TISCON/SAIL/RINL/JSPL/JSW
5	Stainless Structural Steel	Jindal Hissar/SAIL/Tata Steel
6	Welding Rods	Esab/Bohler/Advani Oerilikam/D&H/ADOR
7	Steel Nut & Bolts	Hilti/Bosch/Fischer
8	Admixtures, Plasticizers	FOSROC/SIKA/BASF/MBT/CICO/Asian Paints
9	Waterproofing compound	FOSROC/SIKA/Pidilite/BASF
10	Crystalline Waterproofing compound	Fosroc/Penetron/Xypex/Vendex/Asian Paints
11	Poly sulphide sealant	FOSROC/Pidilite/BASF/SIKA
12	Weather Silicon Sealant	Dow Corning/Wacker/GE Silicones
13	Modular Expansion Joint	Herculas/CS/Vexcalt/Devin/Sainfield
14	Autoclaved Aerated Cement blocks	Aerocon(HILLtd.)/Ultratech/Siporex/Magicrete/Biltech/J.K Laxmi
15	Polymer Modified Adhesive for AAC Blocks	MYKLaticrete/J.K.Laxmi/Ultratech/Aerocon/ Ardex Endura/Ferrouscrete
16	Tile and Stone Adhesive & Grouting Compound	Fosroc/Ardex Endura/Laticrete/ Pidilite/Ferrouscrete
17	Laminate	Greenlam/Duro/Merino/Century
18	Flush Doors/Plywood/Veneers	Green/Merino/Century
19	Block Board	Merino/Century/Greenply
20	UPVc Window	Fenasta / Rehau / Deceuninck / Duroplast / Aluplast
21	Frameless Glass Doors with SS patch fittings	Dorma/Hafele/Geze/Assa Abloy/Hettich
22	Stainless steel mortice lock, ball bearing hinges, hanging floor door stopper, magiceye)for doors(non-Fire rated)	Dorma/Hafele/Geze/Assa Abloy/Hettich
23	Stainless steel sliding door bolts, tower bolts, handles for doors (non-fire rated)	Hafele/Geze/AssaAbloy/Godrej
24	Hydraulic Door Closer	Dorma/Hafele/Geze/AssaAbloy/Hettich
25	Modular Kitchen Accessories	Hettich/Hafele/Blum/Kismet
26	Autosensyshinges(Stainless Steel)	Hafele/Geze/Hettich/Blum/EarlBihari
27	False Ceiling(Metal)	Armstrong/SaintGobain/Dexune/Hunter Doglus
28	U Baffle Aluminium Panel Ceiling	Hunter Doglus / SAS / Lindner / Gordon Inc. /Armstrong
29	Dash Fasteners/Anchors	Hilti/Bosch/Fischer/Wurth
30	Clamp System for Stone Cladding	Hilti/Bosch/Fischer/Wurth
31	Float/frosted glass, mirror glass	Saint Gobain/Modiguard/Asahi

32	Structural glazing, skylight	SaintGobain/Modiguard/Asahi
33	Fire-Rated Glass	Saint Gobain / SCHOTT/ Asahi / Pyroguard / Glaverbell
34	Hermetically sealed performance glass, Toughened glass	SaintGobain/Modiguard/Asahi
35	Fire Door Shutter(metallic)	Navair/i-clean/ShaktiHormann
36	Fire rated door hardware fitting	Geze/Dorma/Hafele/Hettich/AssaAbloy
37	FRP door frames and shutter	FiberwaysTechnology/JAYNA/SIMBA
38	SS Drapery rod	Vista/HunterDoglus/Mac
39	Roller Blinds for windows	HunterDouglus/Vista/Mac/Marvel/d.decor
40	Stainless Steel Railings (knock down)	Qrailing/D-line/Ozone
41	Vitrified Tiles	Kajaria/Varmora/Qutone/Bellceramics
42	Glazed/Ceremic Tiles	Kajaria/Varmora/Qutone/Bellceramics
43	Aluminium Sections	Jindal/Hindalco/Indal
44	Gypsum Plaster	SaintGobain(Gyproc)/Boral/Ultratech/AsianPaints/Ferrouscrete
45	Wallputty (white cement based)	BirlaWallCarePutty/JKWall/Asian PaintsProfessionalWallPutty/Dulux Wall Putty
46	P.O.P. Putty	Sakarni/AdharShree/JK/Ashirwad
47	Epoxy Primer and Paints / Wood Primer/ Steel Primer	Akzonobel India (ICI Dulux) / Kansai Nerolac /Asian Paints
48	Acrylic Distemper	ICIDulux(Maxilite)/KansaiNerolac(Narolac Acrylic)/ Asian Paints (Tractor Acrylic) / Berger (Bison)
49	Plastic Emulsion Paint	ICIDulux(SuperCover3in1)/KansaiNarolac (Beauty Gold) / Asian Paints (Premium Emulsion) /Berger (Easy Clean)
50	Synthetic Enamel Paint	ICI Dulux (Dulux Hi Gloss) / KansaiNarolac(NarolacHiGloss)/AsianPaints (Apolite Premium Gloss) /Berger (Luxol)
51	Exterior Emulsion Paint	ICI Dulux(WeatherShield)/KansaiNarolac (Excel)/ Asian Paints (Apex) / Berger (Weather coat)
52	Melamine Polish	ICIDulux/KansaiNerolac/AsianPaints
53	Fire Paint	Akzonobel India (ICI Dulux) / Berger / AsianPaints/Promat
54	Polyster Powder Coating	ICIDulux/KansaiNerolac/AsianPaints
55	Centrifugally Cast (Spun) Iron Pipes& Fittings	Neco/SaintGobain/BIC/Hepco/Kapilansh
56	Centrifugally Cast(Spun)Iron Pipes Class(LA)Pipe	Neco/ElectroSteel/Tata/Kesoram
57	UPVC Pipes & Fittings	Supreme/Finolex/Jainirrigation/Astral/SFMC
58	G.I. pipes	Tata/Jindal(Hisar)
59	G.I. pipe Fittings	Unik/Zoloto/Jindal
60	SS water supply pipes and fittings	Rampart/Jindal/J-Press
61	Stainless Steel Sinks	Neelkanth/Nirali/Jayna/Cera
62	CP Brass Fittings	Jaquar/Kohler/Grohe/Roca/Toto /AmericanStandard
63	Vitreous China Fittings	Toto/AmericanStandard /Kohler/Grohe/

		Roca/Jaquar
64	HDPE Pipes	JainIrrigation/ORIPLAST/Dutron/Reliance
65	Ball Valves	Zoloto/Leader/Audco/Schell/L&T
66	Non-return Valves	Zoloto/Leader/Audco/Kirloskar/IVC
67	Butterfly Valves	Audco/Advance/Schell/Kirloskar
68	Water Meter	Zoloto/Leader/Audco
69	SS Floor Grating	Jayna/Chilly/Nirali/Camry
70	Interlocking precast C.C. paver blocks/Kerb Stone/Grass Paver	Nitco/Unistone/NTC/Hindustan Tiles/K.K Manholes
71	Factory made wooden frames and wire gauge shutters	D.S. Doors / Jain Wood Industries/ Jain Doors Pvt.Ltd.
72	Polycarbonate Sheet	Danpalon / Coxwell / Sunpal / Gallina / DPI Daylighting System/ Poly gal
73	GRC Jali	Unistone/Birla White
74	Insulation	UPTwiga/Lloyd/RockWool
75	Acoustic treatment for walls ceiling	SaintGobain/Anutone/Armstrong/HunterDouglous
76	Toilet Cubicles	GreenLaminate/Marino/Century
77	Soap Dispenser	Euronics/Kohler /Jaquar/Grohe
78	Extruded Polystyrene Board Insulation(XPS Board)	DowBuildingSolutions/OwensCorning/ Isofoam
79	Reinforced Soil Walls	Maccaferri/TerreArmee/ Freyssinet
80	Hubless Centrifugally Cast Iron Pipes & Fittings	Neco/SaintGobain/BIC

PREFERRED MAKE FOR ELECTRICAL WORKS

S. No.	Items	Make
1	MS Conduit (ISI marked)	BEC/AKG/NIC/Steelcraft/M-Key,SK(E.R.W)
2	PVC Conduit and accessories	Polycab/AKG/Asian
3	PVC/XLPE insulated aluminium/Copper conductor armoured/Un-armoured MV Cable upto 1100V	Havells/Finolex/KEI/Grandlay/Gloster
4	FRL SPVC insulated copper conductor stranded flexible wire i/c control cables	Havells/Finolex/KEI/Grandlay/RRKabel/Gloster/polycab
5	Cable Raceway floor/wall Mounted and accessories	Schenider/Legrand/Cooper
6	Modular Switch & Socket	Legrand/Schneider/Havells/ABB
7	Metal clad Industrial Socket	Legrand/Siemens/Schneider/C&S/ABB
8	Cat-6 Cable	Beldon/Siemon/Legrand/Penduit(Pannet)
9	Cable Glands	Dowells/Commet/Gripwell/Raychem
10	Crimp Patch Cord	Beldon/Siemon/Legrand/Penuit(Pannet)
11	Protection Device (MCB/RCCB/DB/ELCB)	Siemens /Hager/Schneider / Legrand /C&S / ABB/L&T
12	MCCBs	Siemens/L&T/Schneider/Legrand/C&S/ ABB
13	Power contactor	Siemens/L&T/Schneider/Legrand/ABB/C&S
14	Surge Protection Devices	Siemens/L&T/Schneider/Legrand

15	Panel Accessories	Siemens/L&T/Schneider/ Legrand/Tecnic /ABB/ C&S/Neptune
16	Selector Switch	Salzer/Seimens/BCH/Kacee
17	Auxiliary Relays	Siemens/L&T/Schneider/Legrand/ABB
18	LED/Metal Halide/Fluorescent Internal Lighting Fixture	Philips/Havells/Crompton/orient
19	External Lighting Fixture	Philips/Wipro/Havells/Crompton
20	Emergency Lighting/Exit Sign boards	Philips/Havells/Lighting Technologies/Trilux/Prolite
21	Ceiling Fan (ISI marked &BEE rated 5 star)	Havells/Almonard/Orient/Usha/Bajaj/Crompton/ atomberg.
22	Paint	Nerolac/Asian/Berger
23	Advance Lighting Protection System (Early Streamer Emission Type)	LPI (Australia)-by allied power/SGI (Duval Messien/satellite(France)-bySGI/Bradlay(USA)-byJMV/Erico(USA)-bysecurityshoppe/ABB
24	GI Pipe	Tata/Jindal/SAIL
25	Main LT Panels/MCC Panel	(Main LT panel / MCC Panel board should be IEC 61439 part-1 and II manufacturer has to produces the relevant test certificate as per IEC code for the same failing which panel shall be rejected). Tricolite, Delhi /Siemens /Schneider/ Milestone/Neptune
26	Air Circuit Breaker	Siemens/Schneider/L&T/Legrand/C&S/ABB
27	Surge Voltage Protection	Siemens/Schneider/L&T/Legrand/ABB
28	Earth fault module	Siemens/Schneider/L&T/Legrand
29	Protection relays	Siemens/Areva/L&T/Legrand
30	C.Ts and PTs	Kappa/AE/Matrix
31	Digital Meters	Siemens (PAC)/ Schneider/ (conzerv) / Secure Enersol / L&T/ Neptune
32	Change Over Switch	L&T/Havells/Socomec/ABB/C&S/schneider
33	Indicating lamps	ESBEE/Schneider/Siemens/Vaishno/Neptune
34	Power capacitors	Epcos/Neptune/Legrand/ABB/L&T
35	Automatic Power factor Correction relay/controller	Epcos/Siemens(PAC)/Schneider (Conzerv)/L&T/Neptune
36	Sealed Maintenance Free Batteries	Exide/HBL/Amaron
37	Battery charger	Caldyne/ChhabiElectricals/Statcon/MaxPower
38	Cable Trays(Factory Fabricated/Overhead & Floor Raceways	Legrand/MEM/OBO/Milestone/Neptune
39	HDPE underground cable duct	RexPolyextrusion/Tirpura/Plasomatics/Duraline
40	Insulation Mats	DLMiller&Co.Ltd./PremierPolyfilmLtd./RMG PolyvinylIndiaLtd/Jyoti
41	Smoke/Heat detectors	Apollo/SystemSensor/Agni
42	Manual Call point	PRD/System-Tek/Simplex/SystemSensor/Agni
43	Response indicators	PRD/System-Tek/Simplex/SystemSensor/Agni
44	Fire Exit Signs	System-Tek/Simplex/Agni
45	Fire Control Panel	System-Tek/Morley/Agni
46	Speaker/Hooter	System-Tek/Philips/Agni
47	Occupancy Sensors/ Movement Sensor	Legrand/Philips/Wipro
48	Flush types witch/socket	Anchor/Kinjal/SSK/HavellsReo/Schneider

49	Fuse switches unit/switch fuse unit/HRC fuse	L&T/Siemens/Havells/C&S
50	Exhaust fan	Almonard/Alstom/Crompton/Havells
51	XLPE insulated HT cables	Gloster/KEI/Havells
52	Cable lug	Ascon(Heavygauge)Jainson Dowells
53	Lamp Holder(Brass)	Kay/SSK/Kinjal
54	Telephone wires/Telephone Cable/jelly filled telephone cables	Finolex/Delton/Havell's/R.R.Kabel
55	Telephone tag blocks	Krone/Pouyet
56	Telephone outlet	MKElectric/Legrand(Mosaic)/Crabtree (Piccadilly)
57	GI raceways	MilestoneEngineering/Legrand/MDS/Neptune SystemsPvt.Ltd./MK
58	PVC raceways	Legrand/MK
59	Electronic ballast	Philips/Wipro/Bajaj/Decon/Crompton/Havells
60	DLP plastic trunking	Legrand/MK
61	Geysers	Recold/Venus/UshaLexus/Sphere hot/havells/crompton
62	Tower Light	Ligman/Simes/Bega
63	HT/LT transformers	ABB/Schneider/CGL(CromptonGreavesLtd.)
64	HTSF-6circuitbreakers/VCB	Siemens/ABB/CGL/Schneider
65	Programmable Logic Controller(PLC)	Siemens/Allen-Bradley/Schneider
66	Earthing (Chemical Earthing) Plate Earthing	JMV/AsperCPWDNorms
67	Octagonal Pole	Bajaj/Crompton/Phillips
68	11kVHTpanel I/crelay	CGL/Schneider/ABB/Siemens
69	Control Relay Panel	CGL/Schneider/ABB
70	Lightning Arrestor	ABB/Alltec/JMV
71	Temp. Gauge	Guru
72	Gate Valve	Leader/Sant
73	Electrical Backup	Sparehot/Racold
74	PVC Tank	Syntex/Polycon

75	Thermostat	ISI Marked
76	Flat Collector Plate	Solochrome/TataBP/Racold
77	S.S Sheet	Jindal/National
78	HT/LT cable joints(Straight through/outdoor/indoor)	3M/Denson/MSeal/Raychem/Cabseal
79	Alternator	STAMFORD/CromptonGreaves
80	DG Set	Sterling&Wilson/Caterpillar/CumminsPower /Kirlosker
81	Makes of accessories of HT/LT Panel/Transformers	As per standard practice of manufacturer.
82	Bus Trunking	C&S/L&T/Schneider as per standard practice of OEM manufacturer/channel partner
83	HT Panel 11KV	ABB/Schneider/CGL(CromptonGreaves Ltd.)
84	Bus Duct	Neptune/Milestone/Tricolite