



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर  
INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS  
Plot no. B-1, Sector -62 Institutional Area, Noida-201307, U.P  
Tel: 0120-6678573/8526 Website: - [www.iiml.ac.in](http://www.iiml.ac.in)  
Email id: [estateoffice\\_nc@iiml.ac.in](mailto:estateoffice_nc@iiml.ac.in)

NIT No.: - IIML-NC/ESTATE/CURTAINS AND RODS/2025/A/03, Date: 15.01.2026

To,  
M/s.

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**SUBJECT.: NOTICE INVITING E-TENDER FOR SUPPLY & INSTALLATION OF CURTAINS AND RODS AT EXECUTIVE HOSTEL AT IIM LUCKNOW, NOIDA CAMPUS**

Dear Sir,

This is with reference to the supply and fixing of new curtains in the Executive Hostel at IIM Lucknow Noida Campus, B-1, sector-62, Noida-201307. (Uttar Pradesh)

**NIT No. – IIML-NC/ESTATE/CURTAINS AND RODS/2025/A/03, Date: 15.01.2026**

A free view NIT is available on Govt. E-Procurement portal i.e. <https://eprocure/epublish> and on institutional website i.e. [www.iiml.ac.in](http://www.iiml.ac.in). Interested vendors/agencies are requested to sign-in (new user sign-in only with DSC) online to obtain user-ID and password using Digital Signature. The tender document comprises of technical and financial bid may be downloaded on acceptance of terms and conditions. The bid duly filled must be uploaded on E-Portal of Govt. site i.e. <http://eprocure.gov.in> using Digital Signature before the last date and time of submission as mentioned below. The credentials as listed below shall be uploaded on line.

Sd/-  
**Head Administration**  
For Indian Institute of Management  
Lucknow, Noida Campus



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**E-TENDER NOTICE**

**NOTICE INVITING E-TENDER FOR SUPPLY & INSTALLATION OF CURTAINS AND RODS AT EXECUTIVE HOSTEL AT IIM LUCKNOW, NOIDA CAMPUS**

Name of work	:	Supply & Installation of Curtains and Rods at Executive Hostel at IIM Lucknow, Noida Campus
Total Estimated Cost	:	Rs 4,30,050/- (Exclusive GST as applicable.)
Earnest Money	:	Rs. 10,000/- (Rupees Ten Thousand Only)
Period of Contract	:	One month from the date of issue of work order.
Date of issue of tender document	:	As mentioned in E-procure portal
Date Pre-Bid Meeting	:	As mentioned in E-procure portal
Last Date for submission of tender document	:	As mentioned in E-procure portal
Starting of work	:	Within Seven days of the Date of work order

**“Tenderer are advised to visit the site and see the work before submitting the tender”.**

The Technical and Financial bids should be uploaded through E-tendering process only before the due date & time. If there is any query may contact on contact no. 0120-6678573/8426.

Sd/-  
**Head Administration**  
For Indian Institute of Management  
Lucknow, Noida Campus

## **INSTRUCTION TO TENDERER**

1. Tenderers must visit the site and see the means of access to the site, working terms and conditions, type and scope of work and acquaint themselves fully about the works to be carried out and all other factors governing the works before quoting the rate. The Tenderer shall read the document carefully before filling it.
2. Indian Institute of Management, Lucknow, an autonomous body, set-up by the Ministry of Human Resource Development, Government of India having its office at IIML Noida Campus, Institutional Area B-1, Sector-62, Noida – 201307, Uttar Pradesh (India) invites offers in prescribed BOQ from reputed vendors/agencies with the specified specifications in prescribed Performa.
3. Bidder/Tenderer who has downloaded the tender from the Govt. site shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited.
4. Intending bidders/tenderers are advised to visit website [eprocure.gov.in](https://eprocure.gov.in) regularly till closing date of submission of tender for any Corrigendum/Addendum/Amendment.
5. Complete tender document is available on website <https://eprocure.gov.in> which can be downloaded. Beside this tender document is also available on the Institute website: [www.iiml.ac.in](http://www.iiml.ac.in). The Tender which are uploaded by the bidders/tenderers without required supported documents as per tender notice, shall be rejected. The bidder incorporating additional Term & conditions are also liable to be rejected. Without submission of EMD/inadequate EMD shall be summarily rejected.
6. **Earnest Money Deposit of Rs. 10,000/- (Rupees Ten Thousand only) should be deposited (before the last date) in the below account details.**
  - **Payee Name : INDIAN INSTITUTE OF MANAGEMENT LUCKNOW-NOIDA CAMPUS**
  - **Banker Name: AXIS BANK LTD.**
  - **Account Number : 022010100356060**
  - **IFSC Code :UTIB0000022**Scanned Copy of receipt of the deposited as EMD should be uploaded on [www.eprocure.gov.in](http://www.eprocure.gov.in).
7. The firm registered with NSIC/MSME should attach VALID document regarding exemption of EMD. Further in that case the firm may be exempted only from depositing only EMD but in case of awarding the contract/order the registered firm has to deposit 5% Performance Security deposit of the total contract value for the contract period plus 12 months.
8. Intending tenderers are advised to visit website [eprocure.gov.in](https://eprocure.gov.in) regularly till closing date of submission of tender for any Corrigendum/Addendum/Amendment.
9. All filled bids are to be uploaded on the above site <https://eprocure.gov.in> on or before above-mentioned last date. Manual submission of bids shall not be accepted.
10. Technical offers shall be opened first, if the tenderer fails to submit the EMD of tender then their technical offer will not be Opened/Evaluated and technical offers will be evaluated by a committee based on technical evaluation criteria. The Financial offers from technically unqualified tenderers will not be opened and evaluated as per evaluation criteria.
11. Financial offer shall be opened only for those tenders who are technically qualified.
12. Each page of the tender document must be signed by the authorized signatory of the tenderer.
13. Original tender document duly signed and filled up should be uploaded.

14. The tender not accompanied by complete document or duly filled in all respect shall be rejected.
15. All erasures, cuttings and alterations made must be attested by the authorized person while filling the tender document. Over-writing of figures is not permitted.
1. **Performance Security Deposit:** Successful Tenderer has to submit Performance Security deposit 5% of total contract value within 07 days after issue of work order with validity of minimum of the contract period plus 12 Month.
2. The rate quoted by the tenderer shall be the total sum of material & labour at the IIM Lucknow Noida Campus, Inclusive of GST, and/or any other statutory Tax applicable.
3. If any discrepancy / misprint is noticed / specification or BOQ, it should be clarified from the Institute before quoting the rate.
4. Following procedures shall be adopted in case of difference in quoted rates in figures and words and extensions:
  - a. Where there is difference between rates in figures and the rates, quoted in words shall be considered as correct.
  - b. Where the amount of an item is not worked out or it does not correspond to the rate either in figure or in words, the rates quoted in words shall be considered as correct and necessary extension made.
  - c. Where the rate quoted by the tenderer in figures and in words tally, but the amount is not worked out correctly, the rates quoted by the tenderer shall be considered as correct and amount shall be corrected accordingly.
5. The Indian Institute of Management, Lucknow do not bind themselves to accept the lowest or any other tender and reserve the right to accept or reject any or all the tenders either in full or in part without assigning any reason.
6. The tender shall be opened & evaluated by the tender committee and the successful tenderer shall be informed.
7. If any of the document submitted by the tenderer is found fake, even after the acceptance of tender, the contract will be terminated for which the concerned tenderer will itself be responsible and no compensation, etc., will be paid by the IIM, Lucknow Noida Campus.
8. The Director or Competent Authority, Indian Institute of Management, Lucknow reserves the right to reject any or all the tenders without assigning any reason. No claim, whatsoever, shall be entertained on this account.
9. Tenderers are encouraged to perform due diligence and inform themselves fully about the scope of work.
10. Tenderers are advised to visit the Noida Campus and physically check the volume of work at work place before quoting the rates. No deviation of rates or new conditions of contract will be accepted after award of the work.
11. No support of man power, material (Tools/ Machinery etc.), cartage or transport etc. will be provided by the Institute. All these have to be arranged by the contractor at their own cost.
12. **Site Inspection:** Tenderer is requested to inspect the site before filling the Tender Documents. He/she must clarify all doubts regarding the nature of work, if any, before submission of the Tender Document. In this matter the Estate Office could be contacted on telephone No. 0120-6678419,8532, for the purpose and any assistance in this regard.

13. **Payments:** No advance payment will be made. The payment will be released only after satisfactory completion of complete work and verification by the Estate Office.

Sd/-

**Head Administration**

For Indian Institute of Management  
Lucknow, Noida Campus

## METHOD OF TENDER EVALUATION

Tender will be evaluated in two steps i.e., Technical Bid and Financial Bid. Only those firm/vendor who qualified in Technical Bid, their Financial Bid will be opened.

Contract shall be awarded to the firm (s) offering the lowest in overall total of the Price Bid.

### Eligibility criteria for Bidders are as under: -

#### **Eligibility criteria for Bidders are as under: -**

- a) Bidders shall be a Sole Proprietor/ Partnership Firm /Company.
- b) Bidder must have GST registration certificate issued by the competent authority.
- c) Bidder must have PAN issued by the competent authority.
- d) Bidders should have successfully completed similar works **(the similar works shall mean works related to replacement & fixing of curtains.)** in Central or state Government/public sector undertakings/autonomous bodies/Reputed Private Firm during last Five years ending on 31.03.2025 as per following: -
  - (a) Three similar completed works costing not less than the amount equal to 40% of the estimated cost.
  - or
  - (b) Two similar completed works costing not less than the amount equal to 60% of the estimated cost.
  - Or
  - (c) One similar completed works costing not less than the amount equal to 80% of the estimated cost.
- e) Annual IT Return of last three financial years (2021-22, 2022-23 and 2023-2024) duly audited by Chartered Accountant should submitted in support.
- f) The bidder should not be blacklisted by any office/ department of Central/ State Government/ Public Undertaking and Private Firms. A Certificate/Undertaking on the letter head of the Company to the effect that the bidder has not been blacklisted anywhere in India by any organization. A self-certification to this effect is required to be enclosed.
- g) The firm must have Registered Office in Delhi & NCR (Address proof) should be attached.

#### **TENDER EVALUATION CRITERIA**

Financial bids of only technically qualified bidder will be opened at CPP portal. Any term/condition mentioned by the bidder in price bid shall not be accepted. Any document received in hard copy shall be disqualified straight away. Conditionals bids wherein the bidder self-impose his condition will be straight away rejected. Contract shall be awarded to the firm (s) offering the lowest in overall total given in financial bid at CPP portal. The firm (L-1) will be awarded the work.

**Supporting document related to above criteria duly signed on each and every page shall be enclosed along with the Technical Bid (PART A).**

## **GENERAL TERMS & CONDITIONS OF CONTRACT**

1. Defect Liability period after completion of work 12 month.
2. The rates quoted by the contractors are Inclusive GST.
3. All materials to be incorporated in the work shall be arranged by the contractor and shall be in accordance with the specifications laid down.
4. No support of man power, material (Tools/ Machinery etc.), cartage or transport etc. will be provided by the Institute. All these have to be arranged by the contractor at their own cost.
5. **Deviation:** Deviation in quantity of individual items up to 10% as per CPWD norms and the bill shall be claim on actual.
6. **Payments:** No advance payment will be made. The payment will be released only after satisfactory completion of complete work and verification by the Estate Office.
7. **Site Inspection:** Tenderer is requested to inspect the site before filling the Tender Documents. He/she must clarify all doubts regarding the nature of work, if any, before submission of the Tender Document. In this matter the, Estate Office could be contacted on telephone No. 0120-6678419,8532, for the purpose and any assistance in this regard.
8. In case any material / work is found sub-standard the same shall be rejected by the Engineer-in-charge and the same shall be removed from the site of work within 24 hours, failing which the same shall be got removed by the Engineer-in-Charge at the risk and cost of the contractor without giving any further notice and time.
9. The security of workmen, materials, equipment stores etc. within the area allotted to the contractor shall be the responsibility of the contractor.
10. Selected bidder will not sublet the work to another party/bidder.
11. **Validity Period of Bid:** - Bid shall remain valid for 120 days (One Hundred Twenty Days Only) after the date of bid opening. The bid valid for a shorter period shall be rejected by the IIMLNC as non-responsive. In exceptional circumstances, the IIMLNC may request the consent of the bidder for an extension to the period of bid validity. A bidder accepting the request and granting extension will not be permitted to modify his bid.
12. **Place of Work:** - Indian Institute of Management Lucknow- Noida Campus, Institutional Area, Plot No. B-1, Sector -62, Noida – 201307 (UP).
13. **Period of Contract:** - Total duration of contract will be 30 days. The period of contract will commence with effect from the date mentioned in the work order/contract.
14. **Disclaimer Clause:** - IIM Lucknow has the discretion and right at any stage to cancel/add or amend the information, terms, conditions procedure and protocol set out in this Tender Document and the bidder has no claims against such right. The Institute has unfettered right hereunder to terminate the arrangements at any time without assigning any reason whatsoever.
15. **Right to Black List:** - IIMLNC reserves the right to blacklist a bidder for a suitable period in case he fails to honors his bid without sufficient grounds.
16. **Labor Law:** - The agency shall abide by all the rules and regulations related to labour laws, accident, workman compensation act, workmen insurance, ESI, PF, Bonus etc. This will be the sole responsibility of the agency. IIMLNC will not be a party at any stage in any of the disputes relating to the above. In case, any liability arises due to non-conformance by the agency, under no circumstances IIMLNC will be liable for the same.

17. **General Line:** - Whenever under this contract any sum of money is recoverable sum of money is recoverable from and payable by the agency, the IIMLNC shall be entitled to recover such sum by appropriating in part or in whole the security deposit of the agency, if a security is taken from the agency, in the event of the security being insufficient or if no security has been taken from the agency, the balance or the total sum recoverable, as may be, shall be deducted from any sum due to the agency or which at any time thereafter may become due the cover the full amount recoverable, the agency shall pay the IIMLNC on demand the remaining balance due.
18. **Arbitration:-** In the event of any dispute arising between IIMLNC and the agency in any matter covered by this contract or arising directly or indirectly there from or connected or concerned with the said contract, the matter shall be referred to the Director, IIML who may himself act as sole arbitrator or may name as sole arbitrator an officer of IIML notwithstanding the fact that such officer has been directly or indirectly associated with this contract and the provisions of the Indian Arbitration Act shall apply to such arbitration. It is clearly understood that only courts of Law in Lucknow (UP) shall have Jurisdiction for Arbitration.
19. **Termination of Contract:** - IIMLNC reserves the right to terminate the contract with an advance notice of one months without assigning any reason. The contract can also be terminated at the request of agency, with an advance notice of one month's falling which, the agency is liable to pay liquidated damages @ 10% of tendered value besides forfeiture of security deposit.
20. **Resolution of Dispute:** - If any dispute arises between the parties hereto in connection with the validity, interpretation, implementation breach of any provision of the contract or regarding a question, including the questions as to whether the termination if the contract by one party hereto has been legitimate, both parties hereto shall endeavor to settle such disputes amicably. The attempt to bring an amicable settlement is considered to have failed as soon as one of the parties hereto, after, reasonable – attempts which shall continue for not less than 30 days, gives 15-day notice thereof to the other party in writing. The arbitration proceeding shall be governed by the Arbitration and Conciliation Act of 1996 as amended from time to time.



## **SCOPE OF WORK**

The scope of work includes complete supply, replacement, and installation activities at IIM Lucknow, Noida Campus. The following works shall be carried out by the contractor within the prices/rates quoted by them:

- A. The scope of work in this specification includes All Civil work, Design, Supply, installation, testing, and commissioning of the complete curtain replacement/installation works **ON TURNKEY BASIS**.
- B. Detailed Site Survey and Assessment.
- C. Planning, technical solution design, brochures, technical details of all product & documentation to be furnished before clearance of the final bills.
- D. Contractor shall maintain proper housekeeping during the works and should remove all the debris/waste/after completion of respective work outside the campus on their own risk and cost.
- E. All the material used/make as per BOQ.
- F. Bidders must liaise with OEMs during warranty for replacement or repair.
- G. Authorized service center must be present in Delhi NCR / Uttar Pradesh.
- H. Deviation from specification must be clearly highlighted and technically justified.

# **PART A**

(TECHNICAL BID)



**भारतीय प्रबंध संस्थान, लखनऊ नोएडा पररसर**  
**INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS**  
 Plot no. B-1, Sector -62 Institutional Area, Noida-201307, U.P  
 Tel: 0120-6678573/8426 Website: - [www.iiml.ac.in](http://www.iiml.ac.in)  
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**NIT No. – IIML-NC/ESTATE/CURTAINS & RODS/2025/A/03, Date: 15.01.2026**

**TECHNICAL PART- DETAILS**

**NOTICE INVITING E-TENDER FOR SUPPLY AND INSTALLATION OF CURTAINS AND RODS AT EXECUTIVE HOSTEL AT IIM LUCKNOW, NOIDA CAMPUS**

Sr. No.	PARTICULARS	DETAILS TO BE FILLED BY THE ORGANISATION/FIRM/AGENCY
1.	Name of the Organization/Firm /Agency	
2.	Address of the Organization/Firm/ Agency	
3.	Name of the Managing Director/ Director/ Owner/Proprietor (who signs the tender document). E-mail address Phone No/Mobile No.	
4.	GST No. of the Organization/Firm/ Agency. Attach aphotocopy as documentary evidence.	
5.	PAN No of the Organization/ Firm/ Agency. Attach aphotocopy as documentary evidence.	
6.	Bidders should have successfully completed similar works in Central or state Government/public sector undertakings/autonomous bodies/Reputed Private Firm during last Five years ending on 31.03.2025 as per following: -  (a) Three similar completed works costing not less than the amount equal to 40% of the estimated cost. Or (b) Two similar completed works costing not less than the amount equal to 60% of the estimated cost. Or (c) One similar completed works costing not less than the amount equal to 80% of the estimated cost.	
7.	Bidders must have achieved minimum average annual financial turnover of 30% of the estimated cost during the previous three year ending 31.03.2024 i.e. (2021-22, 2022-23 and 2023-24).	
8.	Annual IT Return of last three financial years (2021-22, 2022-23 and 2023-2024) duly audited by Chartered Accountant should submitted in support.	
09.	The bidder should not be blacklisted by any office/ department of Central/ State Government/ Public	

	Undertaking and Private Firms. A Certificate/Undertaking on the letter head of the Company to the effect that the bidder has not been blacklisted anywhere in India by any organization. A self-certification to this effect is required to be enclosed.	
10.	The firm must have Registered Office in Delhi/NCR (Address proof) should be attached.	

I/We have read the terms and conditions of the tender document.

(Name)

(Signature of the Contractor with Official Seal/Stamp)

Place:

Date:

## UNDERTAKING/ BLACK LISTING

The Director  
Indian Institute of Management Lucknow  
Noida Campus  
Plot B-1, Institutional Area,  
Sector -62 Noida UP 201307.

**NIT No. – NIT No. – IIML-NC/ESTATE/CURTAINS AND RODS/2025/A/03, Date: 15.01.2026**

Dear Sir,

This is to notify you that our Firm/Company/Organization-----  
----- intends to submit a proposal for supply and installation of new curtains and rods in place  
of existing ones at the executive hostel at IIM Lucknow Noida Campus.

I/We have examined the terms & conditions of tender & specification. I/We undertake, if our bid is  
accepted, I/we execute the complete work at IIM Lucknow Noida Campus in conformity with the terms  
& conditions & specifications of this Tender document.

I/we declare that our Firm/Company/Organization does not involve in any major litigation that may  
have an impact of affecting or compromising the delivery of services as required under this assignment.  
I/We are not blacklisted by any Central/State Government/agency of Central/State Government of  
India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India  
or any other country in the world for any kind of fraudulent activities.

Date:

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

## **TENDER Declaration**

I/We have read and examined the Notice Inviting tender, Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, & other documents and rules referred to in the conditions of contract and all other contents in the tender document for the complete work including GCC attached if any separately or upload on iiml.ac.in.

I/We have thoroughly read the tender specification and have understood the site/working condition I/We hereby tender for the execution of the work specified for IIM Lucknow within the time specified, viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing.

I/ We agree to keep the tendered rates valid till 120 days from the date of opening of tender and not to make any modifications in its terms and conditions. A sum of Rs. 10,000/- (Rupees Ten Thousand Only) is hereby forwarded in Cash/Receipt Treasury Challan/Deposit at call Receipt of a Scheduled Bank/Fixed deposit receipt of scheduled bank/demand draft of a scheduled bank/bank guarantee issued by scheduled bank as earnest money.

OR

I/We had submitted a self-attested copy of valid certificate as a proof of exemption from submission of Earnest money deposit.

If I/we, fail to furnish the prescribed performance guarantee or fail to commence the work within prescribed period I/we agree that the IIM Lucknow or its successors in office shall without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely. Further, if I/we fail of commence work as specified, I/we agree that IIM, Lucknow or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations/ additional/ extra items as may be ordered as per the provisions in the Contract.

Further, I/We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/ have not been got executed through another contractor on back-to-back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for tendering in IIM, Lucknow in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived therefrom to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated \_\_\_\_ \*\* \_\_\_\_

Signature of contractor with seal of the agency/ firm

## **DEFINITIONS**

In this Contract, the following words and expressions shall have the meanings as stated below:

- (i) **'IIM'** shall mean Indian Institute of Management Lucknow-Noida Campus and shall include their successors and assigns, as well as their authorized representatives.
  - (ii) **'ENGINEER-IN-CHARGE'** shall mean the engineer appointed by the IIM to supervise all activities of the project.
  - (iii) **'TENDERER'** shall mean the company / agency who quote against the tender enquiry for undertaking the work.
  - (iv) **'CONTRACTOR'** shall mean the successful tenderer whose tender has been accepted by the IIM and to whom the order is placed by the IIM Lucknow, Noida Campus and shall include his heirs, legal representatives, successors etc.
  - (v) **'PERMANENT WORKS'** shall mean all the works included in the schedule of quantities and shall also include additions, alterations etc. communicated in writing.
  - (vi) **'SITE'**, shall mean the IIM Lucknow-Noida Campus where the project is to be executed.
  - (vii) **'PROJECT'** shall mean entire work specified in the contract documents inclusive of extra items/extra quantities (if any) executed during the contract period.
  - (viii) **'ACCEPTANCE LETTER'**, shall mean written consent by a letter of IIM Lucknow, Noida Campus to the tenderer intimating him that his tender has been accepted.
  - (ix) **'CONTRACT'** shall mean the articles of Contract Agreement. The conditions of contract, schedule of quantities, specifications, attached and duly signed by the IIM Lucknow, Noida Campus and the Contractor.
  - (x) **'DATE OF CONTRACT'** shall mean the date on which the IIM Lucknow, Noida Campus has issued acceptance letter.
  - (xi) **'CONTRACT PERIOD'** shall mean the period (including rainy season) specified in the tender documents during which the contract shall be executed.
  - (xii) **'EMD'** shall mean Earnest Money Deposit. The Owner takes this amount to check the earnestness/seriousness of the tenderers in case they are selected as winners. The EMD amount the tenderer has to pay along with the bid response. It is one of the most important document/instruments which a tenderer is supposed to submit along with other documents.
- (b) **SIMILAR WORKS:** The similar works shall mean works related to replacement & fixing of curtains.

## **GENERAL TERMS AND CONDITIONS**

### **1.1 Directive to Contractor**

#### **1.1.1 Interpretation of Contract Documents:**

- (i) All the documents forming part of the contract are to be taken as mutually explanatory, supplementary and complementary to each other. If there is any error, omission or discrepancy in any of them, it shall be brought to the notice of the IIM Lucknow, Noida Campus. The decision of the IIM Lucknow shall be final and binding. The contractor shall execute the work accordingly.
- (ii) The contractor shall examine all the contract documents thoroughly including the scope, nature and magnitude of works he has to execute in accordance with the contract documents.
- (iii) The contractor shall visit the project site before Quoting so as to study the site conditions and exact requirement means of access to the site and other factors governing the works.

#### **1.1.2 Period of Contract:**

The time period for completion of works **at IIM Lucknow, Noida Campus** shall be **one months** from the date of issue of work order.

#### **1.1.3 Extension of Time for Delay in work execution due to reasons beyond contractor control:**

In case the work is hindered by the Department or for any reason / event, for which the Department is responsible, the Director of the Institute shall, if justified, give a fair and reasonable extension of time and reschedule the period for completion of work. Such extension of time or rescheduling of milestone/ shall be without prejudice to any other right or remedy of the parties in contract or in law. The contractor is required to bring to the notice of Engineer In charge in writing the start and end of such Hindrance. The Contractor will be required to submit proper delay analysis (indication the Start and End of Such hindrance as per the standard format).

#### **Force Majeure:**

If the execution of work is delayed due to force majeure, then IIM Lucknow, Noida Campus as per the affected period may extend the time period.



#### 1.1.4 Default of Contractor:

If the contractor fails to maintain progress and quality of work proportionate to time period allotted for the work in spite of notices or complete the work within the stipulated time period or extended time period, then the IIM Lucknow, Noida Campus shall have the right:

- (i) **To determine the contract:** In this event, the contract shall be terminated by giving written notice to the contractor and the unfinished works shall be got completed by labour's engaged by IIM Lucknow, Noida Campus or through other agency at the risk and cost of the contractor.
- (ii) **Without determining the contract:** In this event, the remaining works shall be got executed through a fresh contractor in which case the contractor shall not have any objection or claim on this account.
- (iii) **Before determining the contract:** In this event, if the IIM Lucknow finds that the defaults of the contractor can be rectified, then an opportunity shall be given to the same contractor to rectify the defects / defaults in the specified time.
- (iv) **Termination of contract for death:** If the contractor is an individual of a proprietary firm and proprietor of the firm dies and if the contractor is Attorney of partnership firm and dies, then the IIM Lucknow has the right to terminate the contract unless and until the IIM Lucknow is satisfied that the surviving partners are capable of executing and completing the remaining contract. In case of termination of contract, the legal representatives of the deceased contractor are not entitled for any compensation or claim. Also, the IIM Lucknow shall not levy any penalty against the damage caused by incomplete work.
- (v) **Termination of Contract in part or in full for contractor's default:** If the contractor fails to execute the work in the manner described in the contract documents or if at any time, in the opinion of the IIM Lucknow, Noida Campus.
- (vi) Becomes bankrupt during the continuance of the work. Whenever the employer shall exercise his authority to cancel the contract under the above condition, the employer shall be at liberty to hold and retain in their hand's materials, tackles, machinery and stores of all kinds on site as they may think proper and may at any time sell any of the materials, tackle, machinery and stores and apply the proceeds of sale in or towards the satisfaction of any loss which may arise from the cancellation of contract as aforesaid. The employer shall also be at liberty to use materials, tackle, machinery and other stores on the site of contractor as they think proper in completing the work and the contractor will be allowed the necessary credit. The value of materials and stores and amount of credit to be allowed for tackle and machinery belonging to contractor and used by employer in completing work shall be assessed by the IIM Lucknow and amount assessed shall be final and binding on the contractor. In case employer completes or decides to complete the work under the provisions of this condition, the cost of completion to be taken into account in

determining the excess cost to be charged to the contractor under the condition shall consist of the cost of materials purchased or required to be purchased, labour provided or required to be provided.

#### **1.1.5 Variation in scope of works:**

- (i) Variation in quantity: The IIM Lucknow has the right to increase or decrease the quantity of work or delete / add certain items of work in consultation with Engineer in charge. However, such changes shall not entitle the contractor for any compensation, claim regarding the change in scope of work.

#### **1.1.6 Staff and Workers:**

The technical staff employed by the contractor shall be responsible for the quality and workmanship of the work as per the satisfaction of the IIM Lucknow. The contractor's supervisory staff should follow the instructions given by the IIM or his authorized representative. If any of the contractor's staff members is incapable or in-experienced, in the opinion of the IIM, then he should be removed immediately and the contractor should do suitable substitution. If the workers or the supervision staff of the contractor are involved in riotous or illegal activities to such an extent that it becomes necessary to hand over the matter to the police then the contractor would be solely responsible for the case and all the expenses incurred in the legal proceedings shall be borne by the contractor.

#### **1.1.7 Maintenance of the site**

Contractor should keep his working site clean and the materials brought for work shall be kept in a properly stacked/stored way. The work site should be swiped at the end of each day after removal of debris/left over materials at the identified site by IIM. The contractor has to take care so as not to spoil or damage other contractor's / IIMs job / material.

#### **1.1.8 Dispute & Arbitration:**

- (i) All disputes or differences whatsoever arising between the parties out of or relating to this contract other specifications and quality of work, quality of materials used for the work, construction, meaning and operation or effect of the work or the breach thereof that cannot be settled by good faith and negotiations between the parties within 60 days of the commencement of the negotiation shall be settle by mutually referring the dispute to a sole Arbitrator and the award passed by him shall be final and binding on the parties. Selection of arbitrator shall be made by mutual consent. The cost of arbitration shall be divided equally. The proceedings will be governed by the provisions of the arbitration & Conciliation Act, 1996. The place of arbitral proceedings will be Lucknow. The language of the arbitral proceedings shall be English
- (ii) By consent of Parties the jurisdiction of all other courts is excluded and the courts at Lucknow alone shall have jurisdiction.

- (iii) "Abandonment/incomplete work", wherein it should be mentioned that apart from the forfeiture of security the incomplete work shall be got completed from some other agency and the costs thereof be recovered from the contractor.
- (iv) The service of notice will be given by e-mail, courier, speed post or registered post be added and the address for service of notice be specified both for IIM and contractor.

#### **1.1.9 Escalation:**

The rates quoted by the contractor in the contract documents shall be final and shall not be subjected to any change due to the increase in labour wages or inflation wages or inflation in the cost of materials or any other price variations due to any reason during the stipulated time period of the contract or during the extended time period of completion.

### **1.2 Execution of Work**

#### **1.2.1 General:**

All the works shall be executed in accordance with the specifications and instructions approved by the IIM as mentioned in the contract document.

Any damage done by the Contractor to the surrounding structure/ furniture/ items during the execution of the work shall have to be fixed and repaired by the contractor, at his own cost. In case of failure to do the same, the necessary cost for making/repairing the facility shall be recovered from the final bill of the contractor.

#### **1.2.2 Inadequate / substandard works and materials:**

- (i) If any material brought by the contractor is found unsuitable or of sub-standard quality after testing, then the contractor shall remove those faulty materials immediately from the site as per the instructions of the IIM Lucknow, Noida Campus.
- (ii) If any work executed by the contractor is found to be of bad workmanship, then the same is to be dismantled and re-executed by the contractor without claiming any extra payment or extension in time period.
- (iii) If any of all above 3point repetition found by the contractor, then 0.01% of contract value will be deducted from the bill for each any such repetition.

#### **1.2.3 Default of Contractor in compliance:**

If the contractor or his authorized representative fails to follow the instructions given by the IIM regarding any of the works, then the same shall be got executed by other persons employed by the IIM and the expenses incurred shall be done by the contractor.

#### **1.2.4 Discrepancies between instructions:**

If any discrepancy occurs between the various instructions conveyed to contractor or his authorized representative or if any misunderstanding arises between the contractor's staff and IIM's staff, the contractor shall report the matter immediately to the IIM. The decisions of IIM shall be final and binding. Moreover, no claims for losses due to discrepancies between instructions, doubts or misunderstandings shall be admissible.

#### **1.2.5 Change in specifications and valuation of extra & deviated items:**

If there is any variation in specification for any change in make of item, then it has got to be approved from the IIM Lucknow prior to installation or execution and the financial effect, plus or minus, or impact shall be incorporated accordingly by the IIM. If any of the items to be executed is not included in the schedule of quantities, then the contractor shall submit the rate analysis of the item specifying the actual landed cost on basis of prevailing rates of material, labour incidental charges and allowing 15% to cover overhead & profit. The contractor shall submit all necessary supporting documents in original to the IIM Lucknow.

The rates of such items shall be recommended and approved by the IIM Lucknow and shall be binding on the contractor. No escalation shall be considered till completion of the project.

#### **1.2.6 Liabilities for defects and rectifications:**

If it shall appear to the IIM that any work has been executed with imperfect or unskilled workman or with materials of any inferior description, or of quality inferior to that contracted for, or otherwise not in accordance with the contract, the contractor shall on demand in writing from the IIM or his representative specifying the work, materials or articles complained of, notwithstanding that the same may have been inadvertently passed, certified and paid for forthwith rectify or remove and reconstruct that work so specified and provide other proper and suitable materials or articles at his own charges and cost, and in the event of failure to do so within a period to be specified by the IIM or his demand aforesaid, the In-Charge may on expiry of notice period rectify or remove, re-execute the work at the risk of Contractor and the cost shall be recovered from the Contractor. The decision of the IIM as to any question arising under this clause shall be final and conclusive.

#### **1.2.7 Period of defect & liability:**

The defect & liability period of the work shall be One year from the date of completion of the work as certified by the IIM Lucknow and this date will be as indicated in the provisional completion certificate. If any damage or defect occurs related to the items executed during the period of liability the same will be rectified by the contractor at his own expense to the satisfaction of the IIM. If the contractor fails to do so, then the IIM shall have the authority to get the work done by other means and the Expenditure incurred shall be recovered from the contractor.

#### **1.2.8 Suspension of work:**

The contractor shall suspend the progress of work on receipt of the written order from the IIM for any of the following reasons:

- (i) On account of any default on the part of the contractor. In this case the contractor shall be entitled for the extension of time, but the contractor shall have no claim for payment of compensation for re-execution of faulty works.
- (ii) For execution of the works for reasons other than the default of the contractor.
- (iii) For safety of the works

#### **In case of suspension of work:**

- a. The contractor shall during such suspension, properly protect and secure the works and carry out the instructions of the IIM.

- b. If the suspension is ordered for the reasons as stated above, the contractor shall be entitled for extension of time equal to the period of every such suspension but no compensation for damages etc. shall be admissible on account of suspension of work.

**1.2.9 Possession Prior to completion:**

The IIM shall have authority to take possession of any completed or partially completed works. Such possession shall not be deemed to be acceptance of any work completed in accordance with the contract. If such prior possession delays the progress of works then the adjustment in the time of completion shall be done accordingly. The decision of the Engineer-in-Charge regarding the extent of delay shall be final and binding.

**1.2.10 Care of Works:**

From the commencement to the completion of works, the contractor shall take full responsibility for the care of all works and in case any damage or loss occurs then the contractor shall repair and make good the same at his own cost so that on completion of the work, the same shall be in good order in every respect in accordance with the contract and to the satisfaction of the IIM.

**1.2.11 Schedule of Rates:**

- (i) The payments to be made to the contractor shall be as per the finalized rates in tender documents and the rates of extra items finalized from time to time.
- (ii) The rates finalized in the tender document shall remain firm till the completion of work including extension of time, if any.

**1.2.12 Measurement:**

The contractor's authorized representative shall take joint measurement of the items completed within 7 days in presence of the IIM's authorized representative and preparing the bills. If the contractor fails to send his representative, then the measurements taken by the IIM's shall be final and no claim shall be entertained in this regard as per the standard mode of measurement specified in relevant I.S. and in the absence of any such clause decision of the Engineer in charge will be final and Binding.

**1.2.13 Mode of Measurement:**

All measurements shall be in the metric system and in accordance with Indian Standard Specifications and in accordance with standard engineering practice. If the contractor has any objection regarding the measurements, then the contractor shall inform the IIM immediately. The decision given by the IIM shall be final and binding on the contractor.

**1.2.14 Mobilization Advance:**

No mobilization advance shall be paid.

**1.2.15 Billing:**

The contractor shall submit complete bill only after complete satisfaction of Engineer in charge (complete in all respect) within 15 Days.

#### **1.2.16 Terms & Mode of Payment:**

- (i) The payment due to the contractor shall be made only in Indian Currency by Crossed Account Payee Cheque or RTGS. In no case, will the IIM be responsible if the cheque is mislaid or misappropriated by the contractor or his representatives. The cheque shall be released only against submission of duly signed and revenue stamped receipt.
- (ii) The IIM reserves the right to carry out post payment audit and technical examination of the bills and work executed including all supporting vouchers etc. the IIM further reserves the right to enforce recovery of over-payment when detected. Similarly, if any under payment is discovered, the amount shall be paid to the contractor.
- (iii) Wherever any claim for the payment against the contractor arises as per the contract, the same may be deducted from the bill of the contractor or from his security deposit.
- (iv) 5% of the payable bill value will be retained from each bill as retention money & shall be released after the defect liability period of One year. No interest shall be paid on security deposit amount.
- (v) **Tax Deduction:** All statutory deduction like Income Tax, Works Contract Tax, E.S.I., P.F or any other government-imposed liability shall be borne by the contractor (as applicable at the time of execution of job) and shall be deducted from each bill submitted by the contractor.
- (vi) **Contractor shall be responsible for any State Entry Tax, octroi etc.** whatever applicable/ required to pay for Transportation of the Material to the Site.

#### **1.2.17 Labour Laws:**

- (i) Labour below the age of 18 years shall not be employed on the work.
- (ii) The contractor shall not pay less than what is specified by the law to labours engaged by him on the work.
- (iii) The contractor shall, at his own expenses, comply with all labour laws and the IIM shall not be responsible for any recovery/penalty imposed by the respective authorities for violating the labour laws.
- (iv) The contractor shall furnish to the IIM, the details of the workers employed on the works.
- (v) The contractor shall comply with the provisions of the existing rules and regulations relating to labour laws.
- (vi) The IIM shall on a report having been made by an inspecting officer as defined in Contract Labour (Regulation and Abolition) Act, 1980, have the power to deduct from the amount due to the contractor any sum required or estimated to be required for making good the losses suffered by a worker or workers by reason of non-fulfilment of the conditions of the contract for the benefit of the workers, or if deductions made from his or their wages which are not justified by the terms of contract or non-observance of the said regulations.

#### **1.2.18 Minor/Fatal Accident on Duty:**

The contractor is sole responsible for cases of minor and Major Fatal accident on duty. IIM-NC has no role for any compensation to compensate the affected person.

### **1.3 Safety Code**

#### **1.3.1 Safety and Protection:**

The contractor shall adhere to safe construction practice and guard against hazardous and unsafe working conditions. While carrying out the work, the contractor should provide for;

- (i) Safety of personnel engaged in the construction.
- (ii) Protection and safety of works and materials during their progress.
- (iii) Sanitary and hygienic conditions of working and living for his workers, as required by the IIM.
- (iv) The contractor shall have to ensure availability and use of all desired safety gadgets like safety belts, helmets, goggles, hand gloves, gumboots etc.

#### **1.3.2 Preservation of Peace:**

The contractor shall take precautions to prevent any riotous or unlawful behavior by his workers, for the preservation of peace and protection of inhabitants and the security of property in the neighborhood of the work.

### **1.4 Details of Work Execution**

- (i) The work shall be done in such a manner so as to clear work force availability for other agencies working at site.
- (ii) Finish of work shall be as per details given by IIM.
- (iii) In general, the complete work is to be done as per Indian Standard and esthetical norms as specified and detailed in Tender.

### **1.5 Site**

The site is located at IIM Lucknow, Noida Campus B-1, SECTOR-62, NOIDA-201307. UP. The contractor shall be responsible for accommodation of the manpower, the movement of his men, material and equipment at his own cost.

### **1.6 Electricity**

Electrical power at one point to be provided by the IIM. The Contractor will be responsible for getting electrical connectivity including supplying of cables, connections, and other required items.

### **1.7 Contractor's Scope of Supply**

All materials required for executing the jobs specified in the Bill of Quantities, inclusive of all tools, tackles, scaffolding, consumables and testing equipment's shall be procured and supplied by the contractor at his own cost except for any items specified as IIM supplied.

### **1.8 Recovery from the Contractor**

- (i) If the contractor or his employees damage or destroy the property of the IIM, then the same shall be replaced / refunded by the contractor, otherwise the expenses may be recovered from his bill or security deposit.

- (ii) All compensation and recoveries to be made as per terms of the contract shall be deducted from the contractor's bill or security deposit.
- (iii) Forfeiture of Security Deposit: Whenever any claim against the contractor is to be recovered then the same may be made from the security deposit. If the contractor abandons the work or leaves the work incomplete, then the IIM has the right to forfeit the security deposit.

### **1.9 Clause for indemnify**

The contractor shall fully indemnify and keep indemnified IIM against any action, claim or proceeding relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable in respect of any article or part thereof included in the contract. In the event of any claims made under or action brought against IIM in respect of any such matters as aforesaid, the contractor shall be immediately notified thereof and the contractor shall be at liberty, at his own expense, to settle any dispute or to conduct any litigation that may arise there from, provided that the contractor shall not be liable to indemnify the President of India if the infringement of the patent or design or any alleged patent or design right is the direct result of an order passed by IIM in this behalf.



# **Part- B**

## **PRICE BID**



भारतीय प्रबंध संस्थान, लखनऊ नोएडा पररसर  
INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS  
Plot no. B-1, Sector -62 Institutional Area, Noida-201307, U.P  
Tel: 0120-6678419/8532 Website: - [www.iiml.ac.in](http://www.iiml.ac.in)  
Email id: [estateoffice\\_nc@iiml.ac.in](mailto:estateoffice_nc@iiml.ac.in)

NIT No.: - IIML-NC/ESTATE/CURTAINS AND RODS/2025/A/03, Date: 15.01.2026

**BILL OF QUANTITIES**

S. No.	Description of Works	Unit	Qty	Rate*	Amount
1	<b>Supply of Room Curtains</b> — Size 72" × 43" (Composition: Poly Cotton,), Elpina, including stitching, hemming, side tape, top hooks, complete in all respects. (As per approved sample)	Pcs	330		
2	<b>Supply of Washroom Curtains</b> — Waterproof/Polyester material suitable for wet areas, complete with rings/eyelets as required.	Pcs	54		
3	<b>Providing &amp; Fixing of SS Curtain Rod</b> — SS Rod 304, 25 mm diameter, Jindal make, including all associate items such as brackets, screws, end caps; complete installation as directed. (As per approved sample)	Ft	930		
4	<b>Installation &amp; Fixing Charges</b> — Complete fitting of curtains and rods in designated hostel rooms and washrooms.	Job	219		
			Total Amount Rs.		

**\*The rate quoted by the tenderer shall be the total sum of material & labour at the IIM Lucknow Noida Campus, Inclusive of GST, and/or any other statutory Tax applicable.**

I/We read all the terms & conditions of this Tender document and hereby giving our acceptance to comply all the Terms & Conditions. Certified that all above information's are correct to the best of my/ our information, knowledge and belief. In case, if any information found incorrect, my candidature will be cancelled.

Name & Signature of the Contractor with seal