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: 0120-6678532/8426 Website: - www.iiml.ac.in
Email id: estateoffice_nc@iiml.ac.in

IIML-NC/RFQ/2026-27/019 Dated: 27/11/2026

REQUEST FOR QUOTATION

Dear Sir,

On behalf of the Director of Indian Institute of Management, Lucknow (IIML) you are hereby invited to quote your rates for "Partition Work in room Number 1109 , A1 Block at IIM Lucknow Noida Campus." Plot no. B-1, Sector -62 Institutional Area, Noida-201307, U.P. as per details given below:

The work shall have to be completed within 7 DAYS from the date of award of work/letter of intent. The tender document should be signed in ink on each page of the tender, and any cutting or overwriting should accordingly be signed. All the papers should be submitted duly signed by the tenderer.

The condition of this notice and that mentioned in General Conditions, Special Conditions and BOQ enclosed will be binding on the tenderer. The Director, Indian Institute of Management, Lucknow reserves the right to reject one or all the tenders without assigning any reason. No claim, whatsoever, shall be entertained on this account.

The validity of the Quotation shall be 60 days from the date of opening of tenders. Tenders incorporating additional conditions are liable to be rejected.

Tenderers are advised to physically see the conditions of work and workplace before quoting. No deviation of rates or conditions of the contract will be accepted on account of ignorance of the workplace conditions after the award of the work. They are specifically advised to see the approachability of material and working conditions at the site.

Thanking you,

Yours faithfully,

Chandan I/C

Head Administration

Encls: 1. Instruction for Quotation: -
2. General Terms and Conditions
3. Special Conditions.
4. Bill of Quantity

Signature of Tenderer

INSTRUCTION FOR QUOTATION: -

Head Administration, Indian Institute of Management Lucknow, Noida Campus on behalf of Director, IIM Lucknow Noida campus invites request for quotation from Firms/ Contractors Registered in appropriate class as per details given below: -

1. **Last date & time of submission of Quotation: -** 03.12.2026 till 1200 hours

BID SUBMISSION CHECK LIST

The sealed quotation (complete in all respect) must be submitted in tender box kept on ground floor of administrative block in **two separate sealed envelopes** as explained below: -

File –1		
Sl. No.	**Documents**	**Content**
1	**Technical Bid**	Certificate of work experience of civil/ Interior work amounting Rs 1,25,000/- in last 5 years, BOQ of work showing components of work, Certificate dully signed by competent authority.
2		Certificate of GST Registration.
		Average annual Turnover of Rs 1,25,000 in last three financial year ending 2026.
3		Bidder shall sign all pages of the quotation document and attached the scanned copy of the same.
File – 2		
Sl. No.	**TYPES**	**Content**
1.	**Financial Bid**	Price bid should be submitted in signed BOQ format.

Signature of Tenderer

GENERAL TERMS AND CONDITIONS

1. **NAME OF WORK**

"Partition Work in room Number 1109 , A1 Block at IIM Lucknow Noida Campus ."

2. **SCOPE OF WORK**

- The scope of work includes providing and fixing aluminium-framed partitions at Room No. 1109, IIM Lucknow,Noida Campus.
- Providing and fixing 12 mm thick prelaminated particle board with decorative lamination.
- Providing and fixing anodised aluminium sections, including necessary fabrication, jointing and fixing accessories.
- Providing and fixing stainless steel hinges, handles and associated hardware.
- All works shall be completed as per CPWD specifications, approved BOQ and directions of the Engineer-in-Charge, including labour, materials, transportation and site cleaning.

3. **OWNER**

Indian institute of management Lucknow, Noida campus B-1, Sector -62 Institutional Area, Noida-201307, U.P.

4. **ENGINEER/ENGINEER-IN-CHARGE**

Competent Authority or any person designated from time to time by the owner and shall include those who are expressly authorized by him to act for and on his behalf for the operation of this contract.

5. **CONTRACT RATES**

The contract rates are for work to be done in IIML Noida Campus, and shall be firm throughout the currency of the contract including the extended period, if any, and shall not be subjected to any escalation due to any reason whatsoever it may be.
No escalation claim shall be entertained for any statutory increase by the Local Authorities or State/Central Government during the contract period.
The contract price shall be inclusive of the cost of all materials, labor, plants, and GST for the proper completion of jobs to the entire satisfaction of the owner and as per the technical specifications.

6. **COMMENCEMENT DATE**

The date of commencement of work shall be the date of issue of the Letter of Intent (LOI).

7. **PERIOD OF COMPLETION**

The period of completion shall be 7 working days from the date of L.O.I.

Signature of Tenderer

8. **PAYMENT TERMS**

The contractor may prepare and submit the bill based on the work completed and measured jointly by the IIML-NC engineer & contractor. 5% retention money will be deducted from each bill and shall be released after the completion of the defect liability period of 12 months. The vendor shall submit all documents required by the Accounts Department, such as the E-Way Bill, billing challan with matching HSN code, MTC and any other applicable documents, as per the requirement and applicability.

9. **TAX/DUTIES**

All taxes/duties, GST, or any other taxes or levies, etc. payable to any authorities whatsoever shall be borne by the contractor and the owner accepts no responsibilities or liability whatsoever on this account.
The rates shall remain firm and no enhancement/escalation on account of any statutory/other increases by Local Authorities, State/Central Government shall be entertained.

10. **TESTING OF MATERIALS**

Samples of various materials required for testing shall be provided free of charge by the Contractor. Testing charges if any shall be borne by the contractor. All other expenditures required to be incurred for taking the samples; conveyance, packing, etc. shall be borne by the contractor himself.

11. **AWARD OF WORK**

The firm qualifying technically & quoting the lowest rates shall be awarded the work.

12. **INSPECTION AND TESTING**

The IIML-NC or its authorized representatives shall have full power to inspect the work or examine the material. Acceptance of any material shall in no way relieve the contractor of his responsibility for meeting the requirements of the specifications. The contractor shall afford and procure for the owner every facility and assistance to carry out such inspection/tests. The cost of any special tests and/or analyses not called for in this specification shall be borne by the contractor. After completion of works, The work will be checked , and if any difference is found the same will be rectified by the contractor though it may require rework of any or all activity involved in the scope of work.

13. **LABOUR CAMP**

The contractors at their own risk and cost shall establish the Labor Camps outside the campus premises. No manpower of the contractor will be allowed to stay inside the complex. The contractor will have to make arrangements for staying/accommodation for his manpower outside the complex. Nothing extra shall be payable on this account.

Signature of Tenderer

14. **RETENTION MONEY**:

The 5% shall be deducted from each running account bill or final bill of the contractor as Retention Money. The 5% Retention Money shall be released to the contractor after the satisfactory completion of the Defect Liability Period of 12 months. If a successful tenderer fails to commence the work within 2 days from the date of issue of the Letter of Intent, the Institute may reject the award of work and get the work done by engaging another agency.

15. **SUB-STANDARD MATERIALS**

Any material rejected by the owner shall be removed from the site within 48 hours of the issue of instructions to this effect by the owner. Failing which, the IIML shall have to right to get these removed at the cost of the contractor and the contractor shall have no claim whatsoever in this regard.

16. **SPECIFICATION**

The contractor shall perform work in accordance with the latest CPWD Specifications and as per the direction of the Engineer in charge.

17. **DEFECT LIABILITY PERIOD**

12 months from the virtual date of completion.

18. **SECURED ADVANCE**

No secured advance shall be paid.

19. **CORRESPONDENCE**

All correspondence shall be addressed to:

Head Administration
First Floor, A1 Building.
Plot no. B-1, Sector -62 Institutional Area, Noida-201307, U.P.

20. **JURISDICTION**

The contractor shall be subject to the jurisdiction of the courts of Lucknow only.

Chandan I/c
Head Administration

Signature of Tenderer

SPECIAL CONDITIONS

1. Where the work is found substandard the contractor shall be liable to rectify it to the satisfaction of Engineer-in-Charge by either rectifying or replacing.

2. All signatures in tender documents shall be dated as well as all the pages of all sections of the tender document shall be initiated at the lower right-hand corner and signed wherever required in the tender papers by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of tender.

3. No mobilization advance will be paid to the contractor.

4. If the altered/additional or substituted work or any additional work is required to be as per the IIML-NC requirement for which there are no established rates in BOQ and Delhi Schedule of Rates., the same shall be payable as per the provision stated hereunder.

5. If direct working out is not possible as mentioned in 4 & 5 above, the contractor shall be paid on the basis of the actual cost of material and labor cost plus 15% towards profit, supervision, overheads establishment, plants, machinery etc.

6. The rates quoted by the contractor and accepted by the Institute shall be firm and fixed for the above work and no escalation shall be paid to the contractor in this account.

7. In case the Institute is not satisfied with the performance of the contractor or the contractor delay the work, the Institute is empowered to get the work completed by another agency and debit the expenditure on the contractor's account. No objection or claim, whatsoever on this account will be entertained.

8. Rates given should be **inclusive of all Central, State, and Local taxes including Trade Tax on works contracts.**

9. Rates shall be deemed, inclusive of payments of dues by the contractor to the labour in accordance with the prevailing labour laws.

10. The work is to be executed in accordance with the latest Central Public Works Department (C.P.W.D.) specifications & contractor is required to follow all the applicable labour laws as specified in CPWD manual.

11. IIML-NC, reserves the right to curtail or enhance the scope of work either by deletion of certain items entirely or by reducing/increasing the quantities of certain items as required and reviewed by the Institute from time to time, and therefore, the final value of the work shall be worked out and paid to the extent of work actually carried out.

12. In case of defective works the same shall be rectified by the Contractor at his cost.

13. IIM Lucknow, Noida Campus reserves the right to terminate the agreement even without giving notice in the event the performance of the contractor is not found satisfactory.
14. Income Tax as per the rules will be deducted from the bill and the amount so deducted will be credited to the Income Tax authorities and a certificate of the amount credited will be issued by the account section of IIM Lucknow, Noida Campus.

Signature of Tenderer

15. Prevailing Turnover Tax will be recovered as per Government rules if applicable.

16. The dispute, if any, will be referred to the Director, IIM and his decision will be final and binding.

17. All disputes arising out of the order will fall under the jurisdiction of Lucknow Court.

18. Prior intimation will have to be given to the Engineer In-charge/JE by the contractor if he proposes to work on Sundays or any other holidays. The additional cost of wages and any other cost by overtime or shift work shall be borne in full by the contractor.

19. The contractor/ firm/ company shall be responsible and shall bear all costs and losses if any institute assets/items/tanks/ property etc. are found damaged.

20. The site shall be handed over to the Institute in working condition after satisfactory completion of the work. The unserviceable material shall be removed from the site and disposed of at Junkyard.

21. The terms & conditions given in the quotation inviting notice are also part of the General Terms and Conditions.

22. All the conditions of GCC available on the IIML website will be applicable. Link https://www.iiml.ac.in/sites/default/files/upload/tender/293037022gcc.pdf

23. The contractor should strictly adhere all the safety rules and regulations. The contractor shall be required to provide necessary safety arrangements to avoid any accidents. He shall be solely responsible for any accidents and payment of any compensation related to such accidents.

24. The contractor shall indemnify and keep indemnified the Indian Institute of Management, Lucknow Noida Campus against payments to be made under and for the observance of the laws aforesaid and the C.P.W.D. Contractor's Labour Regulations without prejudice to his right to claim indemnity from his sub-contractors.

25. Tender terms & conditions also include GCC which is uploaded on the IIML website and also part of this contract and its terms and conditions shall be binding to both IIML and the successful Tenderer. So please read it properly. Link https://www.iiml.ac.in/sites/default/files/upload/tender/293037022gcc.pdf

26. Please follow the rules of the security department at the main gate and the workplace.

27. For any site work, the contractor will have to follow the working schedule as per the working/operation condition of the pumps as per the lifting/distribution timing as suggested by the Engineer in Charge. No compensation in this regard will be given.

28. 0.05% per day of contract value for delays up to 15 days. 0.10% per day of contract value for delay from 15-30 days and for delay beyond 30 days it will be 0.25 % of the contract Value per day. The total levy of this Liquidated damage shall not exceed more than 10% of the contract value.

Signature of Tenderer

In case the delay continues beyond 2 Months then the tender/ Contract will be automatically canceled. Under These circumstances, the EMD/Performance Security/Retention available with the Institute will be forfeited. The Agency will be debarred from Biding with IIM Lucknow and will be blacklisted for 2 Years.

29. The contractor shall be responsible for the acts and deeds of its staff. IIM Lucknow will in no way be responsible for violation of any applicable law, rules and/or other loss caused either by the contractor or its staff.

30. IIM Lucknow Noida Campus reserves its right to recover from periodical payments to be made to the Contractor, any loss or damage that may be caused to the equipment, machinery, building or any other property of IIM Lucknow by negligence or any other reason whatsoever by the Contractor.

31. The contractor shall be bound to maintain a service record of complaints received and attended by his staff. The Staff will be under the control and supervision of the Contractor including their performance and discipline.

32. The Contractor shall be responsible for complying with the provisions of all the applicable laws and other enactments and amendments made thereto, from time to time, and the labour laws as may be in force and applicable.

33. None of the staff of the contractor shall be liable to claim any sort of employment with IIM Lucknow Noida Campus.

34. The Contractor shall ensure that the workmen employed are medically fit and in sound mind and health.

35. The contractor would ensure that his staff must have Identity cards to enter the premises of the IIM Lucknow Noida Campus for due performance of duties.

36. IIM Lucknow Noida Campus expects the contractor to ensure that his staff should maintain courteous behaviour.

37. The contractor should ensure that his staff should not be under the influence of liquor or any other such substance while on duty and any damage caused by such of the contractor's employee will be borne by the contractor.

Head Administration

Signature of Tenderer

FINANCIAL BID

(To be submitted in separate envelope)

BILL OF QUANTITY

"Partition Work in Room Number 1109, A1 Block at IIM Lucknow Noida Campus."

Sl No	Description	Estimated Amount	Quoted Rate (% below/above) of Estimate Amount	Quoted Amount
1	"Partition Work in Room Number 1109,A1 Block at IIM Lucknow Noida Campus." as per annexure.	**Rs 97,956.00**		

Please note: -

1. Any additional conditions will not be entertained.
2. The above rates are inclusive of all taxes, Cess, Duties as applicable. Nothing extra would be paid.
3. The quoted percentage rate will automatically apply on all line items.

Signature of Tenderer

Ref- Annex-

Estimate for Partition work at Room 1109

Sr. No.	DSR2023 Code	Description of work	unit	Nos	Length	Width	Height	Quantity	Rate	Amount
1	12.2.1	Providing and fixing 12 mm thick prelaminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in panelling fixed in aluminum doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer-in-charge.Pre-laminated particle board with decorative lamination on one side and balancing lamination on other side	sqm	1	14.0484		2.55	35.8234	2131.1	76343.29
2	21.1.1.1	ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / panelling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. paneling and dash fasteners to be paid for separately) :Anodised aluminium [anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic	kg	1				40	495.05	19802
3	9.70.2	Providing and fixing IS : 12817 marked stainless steel butt hinges with stainless steel screws etc. complete : 100X58X1.90 mm	each	8				8	107.1	856.8
4	9.165.1	Providing and fixing bright /matt finished Stainless Steel handles of approved quality & make with necessary screws etc all complete. 125 mm	each	8				8	119.2	953.6
					Total Including GST					97955.69

Ravindra