

INDIAN INSTITUTE OF TECHNOLOGY DELHI
(Expression of Interest)
IITD/ISPS(SP-2394)/2019

Date: 02.07.2019

IIT Delhi wishes to empanel several vendors providing exclusive end-to-end logistics services for movement of goods in cargo or courier modes (you can bid for either or both businesses) into, out of, and in between IIT Delhi campuses in Hauz Khas, Sonapat, and Jhajjar. The goods include research related items: equipment, consumables, documents, research samples, etc. which may involve several service levels based on time of delivery, specialized handling during transit, including hazardous goods. Based on the last 3 financial years, the value of the import business (freight) alone is estimated to be at least Rs. 20 Cr. annually, and rising rapidly because of increased research activity on campus.

An essential feature of this engagement will be creation/deployment of a secure web-based information workflow between IIT Delhi and your shipping manager solutions to deliver constant monitoring of progress of logistics tasks in either direction, and to initiate outbound/inbound shipping requests, creation of shipping labels, etc. An associated business account will keep track of all charges in a transparent manner, which will bill IIT Delhi for all shipping related logistics tasks on a fortnightly or monthly basis.

Monitoring of assignments will include monthly calculation of quality of service (QoS), which will depend on the costs of actual logistics tasks, timeliness of delivery with respect to the committed service level, and satisfaction with quality of handling. Based on the running QoS score, empanelled vendors may attract small fiscal incentives or penalties. Gross deviations from the contractual obligations will be sufficient basis for temporary or permanent removal from the panel. Assignment of logistics tasks will be offered to all empanelled vendors for competitive internal bidding on each task.

The period of engagement is envisaged to be 3 years, extensible at our option to one additional year. The bidders seeking to be empanelled can choose to form consortia, in which a clearly identified leader of the consortium who will be responsible for adherence to the service level agreement, and accrue penalties / incentives, and to bid to become members of the panel. IIT Delhi will not engage in any discussions with individual members of the consortia. Changes to the consortia will be permitted once during the period of engagement, under only extreme circumstances.

This expression of interest invites reputable and experienced bidders to submit a letter of interest, which will initiate a process of discussions between IIT Delhi and your company / consortium during which detailed activity schedules for the services expected will be communicated and discussed through meetings and site visits. Following these consultations, a formal request for proposals will be floated through e-procurement, in compliance with Ministry of Finance manual for engagement of services on a quality cum cost basis (QCBS).

Last Date & Time for submission of letters of Interest: 10th July 2019 till 4:00 PM

The letter of Interest should be sent by email from your company's official email address to eprocurement@admin.iitd.ac.in, with a CC to drstores@admin.iitd.ac.in

Office of Asstt. Registrar, Store & Purchase Section

Note: The Letter of Interest must clearly mention the name and contact details (email ID and mobile no. etc) of the person who would be the point of contact for the company. Such a person must be sufficiently knowledgeable, experienced in handling large accounts, and high in the organizational hierarchy at your end to be able to provide a rapid and authoritative response to most queries during the bidding process. It is expected that in case of successful bids, such a person could become the account / relationship manager for our account, thereby ensuring a smooth transition.

For any query & clarification, please contact Mr. Mithun Saxena, eProcurement Unit, S.& P Section at +91-11-26597288, email: eprocurement@admin.iitd.ac.in