



INDIAN INSTITUTE OF TECHNOLOGY DELHI
HAUZ KHAS, NEW DELHI – 110016

Notice Inviting Quotation

The Executive Engineer (E), Works Department, IIT Delhi invites sealed item rate quotations on behalf of BOG, IIT Delhi from contractors registered with CPWD / MES / BSNL for the following work:

Sr. No.	NIQ No.	Name of work & Location	Estimated Cost [INR]	Earnest Money [INR]	Quotation fee	Time of Completion	Last date & time		Time & date of submission & opening of quotation
							Receipt of application	Issue of quotation documents	
1	2	3	4	5		6	7	8	9
1	9924/66/ IITD/NIQ/EW/2020-21	Providing Manpower for electricity metering, billing & allied work at IIT Delhi.	2,37,882.00	EMD Declaration to be submitted	500.00	06 Months	Upto 3 PM of 25-02-2021	26-02-2021 Upto 4:00 PM	01-03-2021 upto 3 PM Opening on same date at 3:30 PM

The quotation document can be obtained from the office of the AEE (E) Plg. Room No. 05, Porta Cabin near Horticulture Depart. IIT Delhi. Quotation will be issued to eligible contractors / firms provided they produce definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having following documents:

1. Valid Enlistment order of the contractor
2. Attested copy of GSTIN
3. Counterfoil of deposition of quotation fee of Rs 500.00/- in SBI / Canara Bank
4. Registration proof of EPF & ESI

In lieu of Earnest Money the bidder shall have to submit EMD Declaration form duly signed by him as per prescribed format on bidder's letter head.

Sealed envelopes [EMD Declaration and Quotation Document] marked as "Earnest Money Declaration" and quotation shall be submitted together in another sealed envelope superscripted with name of work and due date of opening. The envelope marked 'Quotation' shall be opened whose "Earnest Money Declaration", placed in the other envelope marked as 'Earnest Money' is found to be in order.

Authority of IIT Delhi reserves the right to reject any or all the quotations without assigning any reason.

[a] Name of the firm and address [b] Quotation No. [c] Date of opening [d] Name of work

AEE (E)

EE (E)

Copy to:

1. DA Works for opening of quotation on the opening date as mentioned
2. Notice Board / NIC Portal uploading



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TERMS AND CONDITIONS

1. The rates quoted by the bidder, shall be firm and inclusive of all taxes (including GST), duties & levies, etc. and all charges including risk, overhead charges, general liabilities / obligations and clearance from concerned authority, if any.
2. Payment shall be made quarterly (after completion of 3 months' work) followed by submission of bill
3. Nothing shall be paid extra in labour / material rates
4. No advance payment will be made to the contractor
5. Work shall be carried out as per direction and to the entire satisfaction of the Engineer-in-charge
6. Necessary compensation as per clause IITD 7 / 8 as applicable, MAY BE IMPOSED IF REQUIRED.
7. Necessary Taxes as applicable shall be deducted from bill of the contractor
8. **Use of correction fluid in quotation / tender document not to be allowed. Such quotation / tender is liable to be rejected.**
9. Non judicial stamp paper worth Rs.10/- will be sent for completion of work order which will have to be signed in token of acceptance.
10. That the contractor shall particularly abide by the provisions of minimum Wages Act, 1948. **Wages of staff shall be not less than Rs. 30,000/- (Rupees Thirty Thousand only) per month. Total deployment shall be 5 days in a week in General shift. All Institutional (IIT Delhi's) holidays shall be paid-holidays if holidays fall on week days except Saturdays and Sundays.**
11. That it is expressly understood and agreed between the parties to this agreement that the persons deployed by the contractor for the serviced mentioned above shall be employees of the contractor for all intent and purposes and the person so deployed shall remain under the controlled and supervision of contractor and in no case shall a relationship of employer and employee between the said person and IIT shall accrue/arise or explicitly.
12. Institute reserves the right to remove any person deployed by the firm, without assigning any reason/notice. This will be without prejudice to the right of the contractor to remove any of his own employees deployed in the institute
13. That the contractor shall submit detail of the names, percentage, residential address, age, educational qualifications, experiences etc. of the persons deployed by him in the premises of the IIT Delhi for the purpose of proper identification & categories of the employees of the contractor deployed at various point/section. He shall issue identity card bearing there photographs / identification, etc and such employees shall display their identity cards at the time of duty.
14. That the contractor shall be required to maintain **permanent attendance register in addition to Biometric Attendance [face detection type provided by IIT Delhi; may be avoided in view of COVID pandemic till further orders]** at the IITD premises which shall be open for inspection and checking by the authorized officers of the IITD. Attendance shall be got verified by the Junior Engineer (E) / AEE (E) in charge of Hostel Area.
15. Payment of wages shall be disbursed within 10th of every month either through electronic mode or cheque. However, contractor shall deposit the proof of payment of wages duly acknowledged by the worker employed by him every month.
16. **Proof of retirement from the post of Meter Reader Gr-1 (IIT Delhi) shall be furnished for the staff to be deployed.**