



भारतीय प्रबंध संस्थान अमृतसर
Indian Institute of Management Amritsar

Tender Reference Number: IIMASR/SP/2025-26/549
Procurement of Almirahs for student hostel at IIM Amritsar

Table of Contents

Section I: Notice Inviting Tender (NIT).....	1
1. Notice Inviting Tender (NIT)	1
2. The Tender Document	1
2.1 Bidders must read the complete ' Tender Document'	1
2.2 Availability of the Tender Document	1
2.3 Clarifications	1
3. Eligibility Criteria for Participation in this Tender	1
4. Purchase Preference Policies of the Government.....	3
5. Pre-bid Conference:.....	3
6. Submission of Bids:.....	3
7. Bid Opening.....	3
8. Disclaimers and Rights of the Procuring Entity	4
Appendix to NIT: Tender Information Summary	5
Section II: Instructions to Bidders (ITB). Uploaded separately.....	10
Section III: Appendix to Instructions to Bidders (AITB).....	11
Section IV: General Conditions of Contract (GCC). Uploaded Separately.	13
Section V: Special Conditions of Contract (SCC)	14
Section VI: Schedule of Requirements.....	17
Section VII: Technical Specifications and Quality Assurance.	19
Section VIII: Qualification Criteria	20
BIDDING FORMS.....	23
Form 1: Bid Form (Covering Letter)	24
Form 1.1: Bidder Information	28
Form 1.2: Eligibility Declarations.....	30
Form 1.3: OEM's Authorisation.....	33
Form 1.4: Declaration by Agents/ Associates of Foreign Principals.	34
Form 2: Schedule of Requirements - Compliance.....	36
Form 3: Technical Specifications and Quality Assurance- Compliance	38
Form 4: Qualification Criteria – Compliance. As per Section VIII: Qualification Criteria. ...	39

Form 4.1: Performance Statement. As per Section VIII: Qualification Criteria.	40
Form 5: Terms And Conditions- Compliance	41
Form 6: Check-List for Bidders (As applicable)	42
Form 7: Documents relating to Bid Security.	43
Form 8: Integrity Pact.	44
FORMATS	45
Format 1: Contract Form.....	46
Format 1.1: Bank Guarantee Format for Performance Security.....	47
Format 1.2: No Claim Certificate	48
Format 1.3: Certification by Prospective Arbitrators.....	49
Format 2: Authorisation for Attending Pre-bid Conference.....	50

Section I: Notice Inviting Tender (NIT)

1. Notice Inviting Tender (NIT)

The Indian Institute of Management Amritsar, through the Dean Administration of the Store and Purchase office, in the Indian Institute of Management Amritsar (hereinafter referred to as 'the Authority', 'the Head of Procurement', 'the Procuring Entity' and 'the Procuring Organisation' respectively), invites bids for entering into a contract for the supply of Procurement of Almirahs for student hostel at IIM Amritsar(hereinafter referred to as 'the Goods'). This Procurement of Almirahs for student hostel at IIM Amritsar reference number, IIMASR/SP/2025-26/549 (hereinafter referred to as 'the Tender Document'), gives further details.

2. The Tender Document

2.1 Bidders must read the complete 'Tender Document'.

This NIT is an integral part of the Tender Document and serves a limited purpose of invitation, and does not purport to contain all relevant details for submission of bids. 'Tender Information Summary' (TIS) appended to this notice gives a salient summary of the tender information. Any generic reference to NIT shall also imply a reference to TIS as well. Bidders must go through the Tender Document for details before submission of their Bids. However, Bidders must go through the complete Tender Document for details before submission of their Bids.

2.2 Availability of the Tender Document

The Tender Documents shall be published on the Portal. It shall be available for download after the date and time of the start of availability till the deadline for availability as mentioned in TIS. Unless otherwise stipulated in TIS, the downloaded Tender Document is free of cost. If the Procuring Entity happens to be closed on the deadline for submitting the bids as specified above, this deadline shall not be extended. Any query/ clarification regarding downloading Tender Documents and uploading Bids on the e-Procurement portal may be addressed to the Help Desk (contact details given in TIS).

2.3 Clarifications

A Bidder requiring any clarification regarding the Tender Document may ask questions in writing/ electronically from Office/ Contact Person as mentioned in TIS, provided the questions are raised before the clarification end date mentioned in TIS (or if not mentioned, before 7 days of the deadline for the bid submission). This deadline shall not be extended in case of any intervening holidays.

3. Eligibility Criteria for Participation in this Tender

Subject to provisions in the Tender Document, participation in this Tender Process is open to all bidders who fulfil the 'Eligibility' and 'Qualification criteria. Bidder should meet the following eligibility criteria as of the date of his bid submission and should continue to meet these till the award of the contract. Bidder shall be required to declare fulfilment of Eligibility Criteria in Form 1.2 (Eligibility Declarations). The Bidder, unless otherwise stipulated in TIS/ AITB:

1) must:

- (a) be a natural person, private entity, or public entity (State-owned enterprise or institution).

- (b) unless permitted explicitly in TIS/ AITB, not be (or proposes to be, a Joint Venture/ Consortium (an association of several persons, firms, or companies - hereinafter referred to as JV/C).
 - (c) be a manufacturer of the product offered or be dealer authorised by the Principal/ OEM.
- 2) must:
- (a) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of these reasons.
 - (b) (including their affiliates or subsidiaries or Contractors/ subcontractors for any part of the contract)
 - (i) Not stand declared ineligible/ blacklisted/ banned/ debarred by the Indian Institute of Management Amritsar or its Ministry/ Department from participation in its Tender Processes; and/ or
 - (ii) Not be convicted (within three years preceding the last date of bid submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of Government of India from participation in Tender Processes of all of its entities, for:
 - offences involving moral turpitude in business dealings under the Prevention of Corruption Act, 1988 or any other law; and/or
 - offences under the Indian Penal Code or any other law for causing any loss of life/ limbs/ property or endangering Public Health during the execution of a public procurement contract and/ or
 - suspected to be or of doubtful loyalty to the Country or a National Security risk as determined by appropriate agencies of the Government of India.
 - (iii) Not have changed its name or created a new business entity as covered by the definition of “Allied Firm”, consequent to having been declared ineligible/ suspended/ blacklisted/ banned/ debarred as above;
 - (iv) Not have an association (as a bidder/ partner/ director/ employee in any capacity)
 - of retired Manager (of Gazetted Rank) or a retired Gazetted Officer of the Central or State Government or its Public Sector Undertakings if such a retired person has not completed the cooling-off period of one year after his retirement. However, this shall not apply if such managers/ officers have obtained a waiver of the cooling-off period from their erstwhile organisation.
 - of the near relations of executives of Procuring Entity involved in this Tender Process
 - (c) Not have a conflict of interest, which substantially affects fair competition. The prices quoted should be competitive and without adopting any unfair/ unethical/ anti-competitive means. No attempt should be made to induce any other bidder to submit or not to submit an offer for restricting competition
- 3) must fulfil any other additional eligibility condition, if any, as may be prescribed, in TIS or elsewhere in Tender Document.
- 4) must provide such evidence of their continued eligibility to the Procuring Entity if so requested.
- 5) of Class-II Local Suppliers and Non-Local Suppliers (as defined in Make-in-India policy) shall be eligible subject to certain conditions as detailed in the ITB-clause4.1.

- 6) from specified countries having land borders with India (but not in development partnership with India) shall be eligible subject to certain conditions as detailed in the ITB-clause3.3.
- 7) If TIS/ AITB declares this to be a procurement process for the second stage of two-stage/ Pre-Qualification Bidding (PQB) after shortlisting qualified bidders in the EoI/ PQB stage, then only the bidders shortlisted/ qualified in the first stage shall be eligible to participate.

4. Purchase Preference Policies of the Government

As detailed in the Tender Document, the Procuring Entity reserves its right to grant preferences to eligible Bidders under various Government Policies/ directives (policies relating to Make in India, MSME, Start-ups, etc.).

5. Pre-bid Conference:

If so indicated in TIS, Bidders are requested to attend a Pre-bid conference for clarification on the Tenders' technical specifications and commercial conditions, on the time, date, and place mentioned therein. Participation in such a Pre-bid Conference is not mandatory. If a bidder does not participate or submit any query, then no subsequent representations from them regarding the Technical/ commercial specifications/ conditions shall be entertained.

6. Submission of Bids:

- 1) Bids must be uploaded till the deadline for submission mentioned in TIS. If the office happens to be closed on the deadline to submit the bids as specified above, this deadline shall not be extended.
- 2) Unless otherwise specified, in TIS, originals (or self-attested copies of originals – as specified therein) of specified scanned uploaded documents must be physically submitted sealed in a double cover and an acknowledgement must be obtained before the bid submission deadline at the mentioned venue. Failure to do so is likely to result in the bid being rejected. If the office is closed on the deadline for physical submission of originals, it shall stand extended to the next working day at the same time and venue.
- 3) No manual bid shall be made available or accepted for submission (except for originals of scanned copies as per sub-clause above). Bidder must comply with the conditions of the eProcurement portal, including registration, a compatible Digital Signature Certificate (DSC), etc. In the case of downloaded documents, Bidder must not make any changes to the contents of the documents while uploading, except for filling in the required information.
- 4) As per current Government orders, in lieu of bid security, bidders must furnish Bid Securing Declaration (BSD) as 'Form 7: Documents Relating To Bid Security' in their bid as per format given therein. The BSD shall be drawn in favour of the authority stipulated in TIS. A self-attested scan of the original Form 7 should be uploaded along with bids. Bids not complying with these provisions shall be rejected.
- 5) **Integrity Pact:** If so indicated, in the TIS/ AITB, all Bidders shall have to sign the Integrity Pact with the Procuring Entity as per 'Form 8: Integrity Pact'. Bids without a signed Integrity Pact shall be rejected.

7. Bid Opening

Bids received shall be opened online at the specified date and time given in TIS. If the office is closed on the specified date of opening of the bids, the opening shall be done on the next working day at the same time.

8. Disclaimers and Rights of the Procuring Entity

The issue of the Tender Document does not imply that the Procuring Entity is bound to select bid(s), and it reserves the right without assigning any reason

- (a) reject any or all of the Bids, or
- (b) cancel the tender process; or
- (c) abandon the procurement of the Goods; or
- (d) issue another tender for identical or similar Goods

Note: For further details, please refer to the appended TIS and the complete Tender Document.

Digitally Signed by
Dean Administration

Appendix to NIT: Tender Information Summary

Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

(Ref ITB-clause 1.4)

Tender Information Summary (TIS)			
1.0 Basic Tender Details			
Tender Title	Procurement of Almirahs for student hostel at IIM Amritsar		
Tender Reference Number	IIMASR/SP/2025-26/549		
Tender Type	Open Tender Enquiry– Domestic	Form of Contract	Supply
Tender Category	Goods	No. of Covers	Two Covers
Bidding System	Single Stage	e-Reverse Auction to be held after Financial bid opening (See AITB also in case of Yes)	No
the Procuring Organisation:	Indian Institute of Management Amritsar	The Procuring Entity:	The Store and Purchase office
Authority on whose behalf Tender is invited	Indian Institute of Management Amritsar	Through	Dean Administration
Tender Inviting Authority (TIA)	Dean Administration	Address	Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115
Appointing Authority for Arbitration	Director, IIM Amritsar		
2.0 Critical Dates (ITB-clause 7.0; 8.0; 9.0, 10.0 and 11.0)			
Published Date	23-06-2025	Bid Validity (Days from the date of Tender Opening) – ITB-clause9.3	90 days
Document Download Start Date & Time	23-06-2025 @ 1500 hrs	Document Download End Date & Time	07-07-2025 @ 1500 hrs
Clarification Start Date & Time	23-06-2025 @ 1500 hrs	Clarification End Date & Time	30-06-2025 @ 1500 hrs
Bid Submission Start Date & Time	30-06-2025 @ 1500 hrs	Bid Submission Closing Date & Time	07-07-2025 @ 1500 hrs
Tender Opening (Techno-commercial bid) Date & Time	08-07-2025 @ 1505 hrs	Tender Opening (Financial bid) Date & Time	To be intimated later.
3.0 Eligibility to Participate (NIT-clause 3 and ITB-clause 3.2)			

Is this item reserved for exclusive Procurement from MSEs	No.
Nature of Bidders eligible – OEMs/ Dealers authorised by OEMs	No Restriction. However, the bidder shall meet the qualification criteria.
Minimum local content for eligibility to participate in ITB-clause4.1.4 (Make in India Policy)	As per the Government guidelines for the Make in India Policy.
4.0 Thresholds for Eligibility to Participate and Preference under Make in India Policy (ITB-clause 4.1)	
Classification of Local Suppliers based on Minimum local content ITB-clause 4.1.1	As per the Government guidelines for the Make in India Policy.
The margin of purchase preference (ITB-clause 4.1.4)	As per the Government guidelines for the Make in India Policy.
Is the requirement divisible for preference ITB-clause 4.1.5	As per the Government guidelines for the Make in India Policy.
Would the contract be split among more than one bidder, ITB-clause4.1.5	Procurement is indivisible.
Make in India Order (ITB 4.1)	JV not allowed. All other provisions are as per the Government of India guidelines.
5.0 Obtaining the Tender Document and clarifications (ITB-clause7.0)	
eProcurement Portal and helpdesk for Document availability and submission	https://eprocure.gov.in/eprocure/app
Cost of Tender Document (INR)	Not applicable
Office/ Contact Person/ email for clarifications	Same as TIA above
6.0 Pre-bid Conference (ITB-clause8)	
Pre-bid Conference applicable or not	No
Place, time, and date of the Pre-bid Conference	NA
Place, time, and date before which Written queries for the Pre-bid conference must be received	
Place, time, and date before which registration of participants for the Pre-bid conference must be received	
7.0 Preparation and Submission and Opening of Bids (ITB-clause9.0 and 10.0)	
Bids to be Addressed to	Indian Institute of Management Amritsar, Through Dean Administration, Store and Purchase office
Instructions for Online bid Submission	https://eprocure.gov.in/eprocure/app?page=HelpForContractors&service=page
Tender Opening Place	On e-procurement portal(s)mentioned above
8.0 Physical submission of Originals/ Self-attested copies of Originals of Scanned Documents uploaded (ITB-clause 10.3)	
Physical documents required/ permitted to be submitted	No. Only financial instruments related to EMD.
If Yes, List of Documents to be submitted physically	Only financial instruments related to EMD on or before the bid submission end date & time, as applicable
9.0 Additional Clauses	
Clause	Description

Integrity Pact to be Signed and Submitted along with bid ITB-clause 9.2.1	Refer to Section VIII: Qualification Criteria		
Governing Laws and jurisdiction (GCC 3.1)	Any legal dispute arising out of any breach of Contract shall be settled in the court of competent jurisdiction located within the local limits of Amritsar, Punjab.		
Arbitration Agreement (GCC 11.5)	<p>Arbitration Clause: In the event of any dispute or difference(s) between the vendee Institute (IIM Amritsar) and the vendor(s) arising out of non-supply of material/service or supplies not found according to specifications or any other cause whatsoever relating to the work or purchase order before or after the service has been executed, shall be referred to "The Director, IIM Amritsar," who may decide the matter himself or may appoint the arbitrator(s) under the Arbitration and Conciliation Act, 1996. The arbitrator's decision shall be final and binding on both parties.</p> <p>The venue of the arbitration shall be the place from where the order is issued.</p> <p>The arbitrator shall decide the place of arbitration and the language to be used in arbitral proceedings.</p> <p>Further, any legal dispute arising out of any breach of Contract shall be settled in the court of competent jurisdiction located within the local limits of Amritsar, Punjab.</p>		
Quantity Splitting/ Parallel Orders ITB-clause 13.1.2	No.	If Yes, Ratio of Distribution among L-1 and others	NA
Support/ Preferential Treatment to Micro & Small Enterprises (MSEs) (ITB 4.2)	No relaxation in prior turnover and experience. All other provisions are as per the Government of India guidelines.		
Support to Start-ups (ITB 4.3.2)	No relaxation in prior turnover and experience. All other provisions are as per the Government of India guidelines.		
Alternate Bids allowed or not ITB-clause 9.1.6	Only one bid meeting the conflict-of-interest criteria (as mentioned in this document) shall be considered as valid from a bidder.		
Currencies of Bid and Payment (ITB 6.1.6)	Indian Rupees	Language of the bid (ITB 9.1.1, GCC 2.1)	English
Evaluation Process in Tender cum e-Reverse Auction (ITB 12.4.3)	NA		
Firm/ Variable Price (ITB 6.2, GCC 10.1.5)	Firm Price	Price Variation Clause (ITB 6.2.2, GCC 10.1.5)	No
Right to Vary Quantities at the Time of Award, Option Quantity Clause (ITB 13.1.1, GCC 6.5)	25%	Quantity Tolerance (GCC 6.3)	0% tolerance. Full quantities shall be supplied by the bidder.

Part shipment allowed (GCC 9.5)	Staggered or part supply is permitted. However, partial deliveries comprising fewer than 50 units in a single lot will not be accepted.	Terms of Delivery (GCC 9.4)	FOR Indian Institute of Management Amritsar, Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115
Completion date of Delivery:	As per Section VI: Schedule of Requirements.	Tests and Inspections (GCC 7.1)	The materials will be inspected at IIM Amritsar by the officials of the Institute. The materials will be inspected and accepted as per the details outlined in the tender document.
Warranty/ Guarantee (GCC 6.7)	As per Section VI: Schedule of Requirements.		
Liquidated Damages (GCC 9.12)	Subject to GCC clause 9.11, if the contractor fails to deliver any or all of the Goods or fails to perform the incidental Works/ Services(e.g. installation, commissioning or operator training) within the time frame(s) incorporated in the contract, the Procuring Entity shall, without prejudice to other rights and remedies available to the Procuring Entity under the contract, deduct from the contract price, as agreed liquidated damages, but not as a penalty, a sum equivalent to the ½% percent (or any other percentage if prescribed in the contract) of the delivered price (including elements of GST & freight) of the delayed Goods and/ or incidental Works/ Services for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 10% (or any other percentage if prescribed in the contract) of the delayed Goods' or incidental Works/ Services' contract price(s). Besides liquidated damages during such a delay, the denial clause as per GCC-clause 9.11-2(b) shall also apply.		
Payment Conditions (GCC 10.3.3)	<ol style="list-style-type: none"> 1. Staggered or part supply is permitted. Payment shall be released for the quantity of goods actually supplied, within 30 days from the date of receipt, acceptance of goods, and submission of a valid invoice. However, partial deliveries comprising fewer than 50 units in a single lot will not be accepted. 2. Payment will usually be made by NEFT/RTGS/A/C Payee Chaque drawn on any nationalised bank after successful compliance with this purchase order. 		

	3. Deduction on account of Income tax, Sales tax/VAT/GST will be made wherever applicable as per statute.		
Advance Payment (GCC 10.3.4)	1. Not permissible		
Basis of Evaluation for Schedules/ packages (ITB 5.2)	As outlined in the ITB clause, which is inter-align with the below clauses: 1. L1 Price Selection: The L1 Bidder (lowest price) will be selected based on the combined total cost (in totality), provided that the bidder meets all technical and delivery requirements outlined in the SOR. 2. Award of Work Order: The L1 Bidder(s) will be awarded the Work Order, contingent on their ability to comply with all project requirements, timelines, and terms & conditions outlined in the SOR document.		
Ranking of Financial Bids (ITB 12.4.1)	As outlined in the ITB clause, which is inter-align with the below clauses: 1. L1 Price Selection: The L1 Bidder (lowest price) will be selected based on the combined total cost (in totality), provided that the bidder meets all technical and delivery requirements outlined in the SOR. 2. Award of Work Order: The L1 Bidder(s) will be awarded the Work Order, contingent on their ability to comply with all project requirements, timelines, and terms & conditions outlined in the SOR document.		
10.0 Documents relating to Bid Security (ITB-clause 9.4) and Performance Security (ITB-clause 13.2.4)			
[In lieu of Bid Security, Bid Securing Declaration is to be submitted by all bidders as per Form 7]			
EMD	INR: 1,10,000.00/-	Performance Security (ITB 13.2.4, GCC 5.8)	3% of the order value.
Form of Security and to whom to be addressed	Indian Institute of Management Amritsar, Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115		

Section II: Instructions to Bidders (ITB). Uploaded separately.

Section III: Appendix to Instructions to Bidders (AITB)

Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

(Ref ITB-clause 1.4)

{Note for Procuring Entity: Text in grey italics font within square bracket [e.g., Mention ...] are just suggestions/ directions and must be replaced by applicable text - remove brackets and convert the font to regular and black. Delete the rows not required. Clauses other than those mentioned below may also be mentioned, if these need to be changed}

Note for Bidders: Following clauses (in column 1), wherever these appear in ITB shall be taken to be negated or additional provision be added to, or existing provisions be altered as per column 2. Whenever there is any conflict between the provision in the ITB and that in the AITB, the provision contained in the AITB shall prevail.

Column 1 ITB clauses	Column 2 Heading	Column 3 To be read as
ITB 3, 4 Bidders - Eligibility and Preferential Policies		
ITB 3.2	Eligibility Criteria for Participation in this Tender	Refer to Section VIII: Qualification Criteria
ITB 4.1	Make in India Order	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 4.2	Support/ Preferential Treatment to Micro & Small Enterprises (MSEs)	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 4.3.2	Support to Start-ups	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 5 to 6 Schedule of Requirements, Bid Prices, Taxes and Duties		
ITB 5.2	Basis of Evaluation for Schedules/ packages	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 6.1.3	Price Components	As per Section VI: Schedule of Requirements.
ITB 6.1.6	Currencies of Bid and Payment	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 6.2	Firm/ Variable Price	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 9 to 10 Downloading, Preparation, Submission and Opening of Bids		
ITB 9.1.1	Language of the bid	English
ITB 9.1.6	Alternative Bids not Allowed	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 12 Evaluation of Bids and Award of Contract		

ITB 12.2.1	Preliminary Examination of Bids - Determining Responsiveness	No change in ITB clause.
ITB 12.2.2	The evaluation process in Single/ multiple Cover(s) and PQB Tenders	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 12.3.1, 12.3.2	Evaluation of eligibility, Evaluation of Qualification Criteria	As per the Qualification criteria, there is no relaxation in prior turnover and experience.
ITB 12.4.1	Ranking of Financial Bids	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 12.4.2	Global Tender Enquiry (GTE, International Competitive Bidding)	NA
ITB 12.4.3	Evaluation Process in Tender cum e-Reverse Auction	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 13.1.1	Right to Vary Quantities at the Time of Award	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 13.1.2	Parallel Contracts or Splitting of Award	Refer to the “Appendix to NIT: Tender Information Summary”.
ITB 13.1.3	Additional Conditions for Rate Contracts	No change in ITB clause.
ITB 13.2.4	Performance Security	Refer to the “Appendix to NIT: Tender Information Summary”.

Section IV: General Conditions of Contract (GCC). Uploaded Separately.

Section V: Special Conditions of Contract (SCC)

Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

(Ref ITB-clause 9.2)

{Note for Procuring Entity: Text in grey italics font within square bracket [e.g., Mention ...] are just suggestions/ directions and must be replaced by applicable text - remove brackets and convert the font to regular and black. Delete the rows not required. Clauses other than those mentioned below may also be mentioned, if these need to be changed}

Note for Bidders: Following Special Conditions of Contract (SCC) shall apply for this procurement. These Special Conditions shall modify/ substitute/ supplement the corresponding (GCC) clauses as indicated below. Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

GCC Clause No.	Topic	Modified/ replaced by SCC Provisions
GCC 1, 2, 3 and 4: General, The Contract, Governing Laws and Jurisdiction, Communications		
GCC 1.1, 1.2, 1.3, 1.4	Definitions and Abbreviations	No change in GCC clause.
GCC 2.1	Language of Contract	English
GCC 2.5	Contract Documents	No change in GCC clause.
GCC 3.1	Governing Laws and jurisdiction	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 4.1, 4.3	Communications and notices	Refer to the "Appendix to NIT: Tender Information Summary"..
GCC 4.2	Persons Signing Communications	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 5: Contractor's Obligations and Restrictions on its Rights		
GCC 5.6	Confidentiality and Secrecy of information	NA
GCC 5.7	Performance Bond/ Security	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 5.9	Book Examination Clause	No change
GCC 5.10	Custody and Return of the Procuring Entity's Materials/ Equipment/ Documents loaned to Contractor	No change in GCC clause.
GCC 5.11	Compliance with Labour Codes	NA
GCC 6: Scope of Supply and Technical Specifications		

GCC 6.1, 6.6	Incidental Works/ Services, Spares	No change in GCC clause.
GCC 6.3	Quantity Tolerance	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 6.4	Country of Origin and Minimum Local Content	No change in GCC clause.
GCC 6.5	Option Quantity Clause	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 6.6	Spares in Supply of Equipment	No change in GCC clause.
GCC 6.7	Warranty/ Guarantee	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 7 and 8: Inspection, Quality Assurance, Packing, Transportation, Insurance and Receipt		
GCC 7.1	Tests and Inspections	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 8.	Packing, Transportation and Receipt	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 8.4.4	Distribution of Despatch Documents	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 9: Terms of Delivery and Delays		
GCC 9.5	Part shipment allowed	Refer to the "Appendix to NIT: Tender Information Summary"..
GCC 9.12	Liquidated Damages	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 10: Prices and Payments		
GCC 10.1.5	Price Variations	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 10.1.6	Fall Clause	No change in GCC clause.
GCC 10.2	Taxes and Duties	No change in GCC clause.
GCC 10.3.1, 10.3.2	Terms and Mode of Payment	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 10.3.3	Payment Conditions	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 10.3.4	Advance Payment	Refer to the "Appendix to NIT: Tender Information Summary".
GCC 11, 12: Resolution of Disputes, Code of Integrity, Misdemeanours and Penalties		

GCC 11.2	Excepted Matters	No change in GCC clause.
GCC 11.5	Arbitration Agreement	Refer to the “Appendix to NIT: Tender Information Summary”.
GCC 12.1.4-5)	Risk and Cost Purchase	No change in GCC clause.

Section VI: Schedule of Requirements

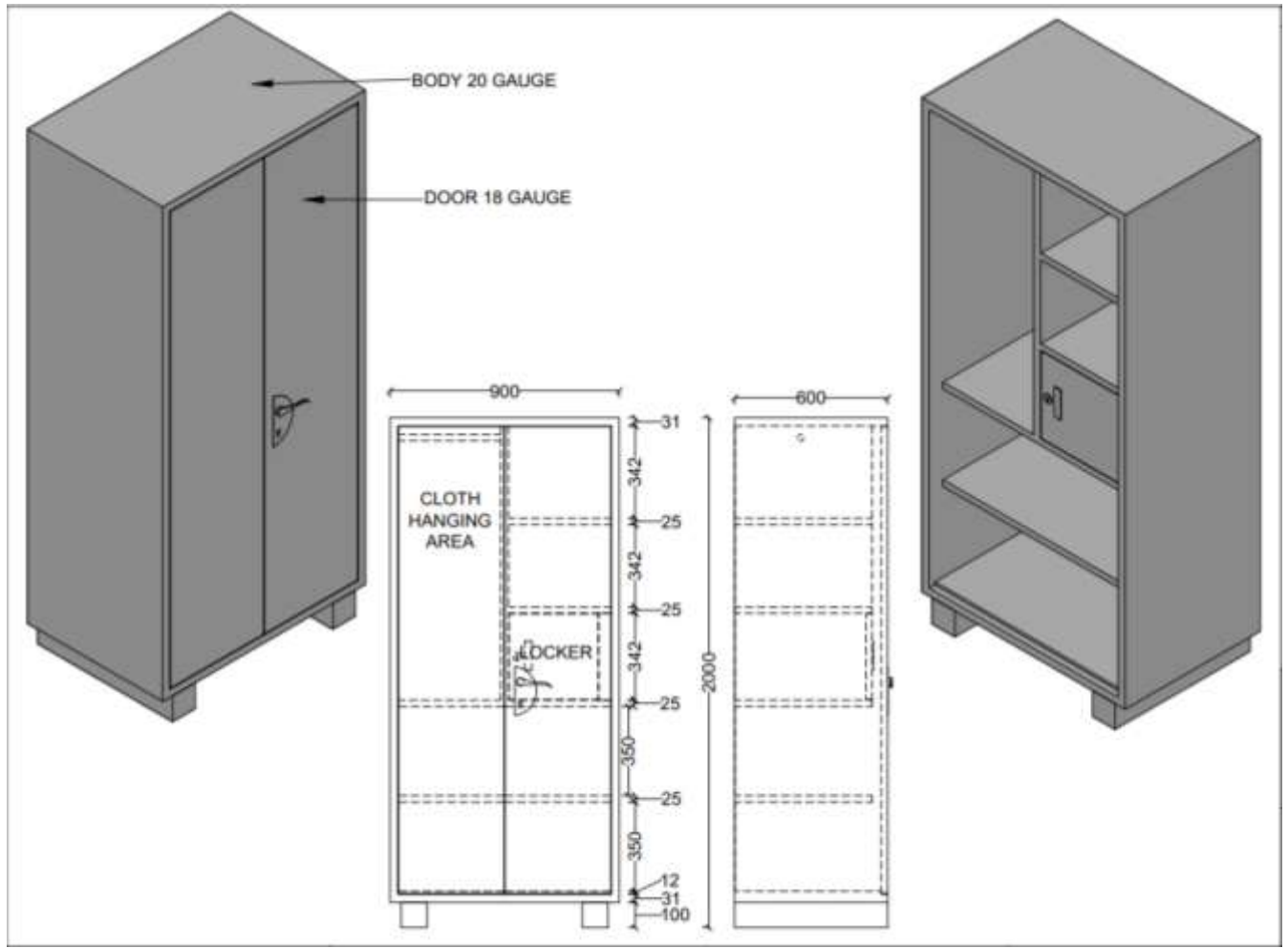
(Ref ITB-clause 1.4)

Note for Bidders: Regarding this Schedule, Bidders must fill Form 2: 'Schedule of Requirements - Confirmation/ Deviation' with their Technical bid.

Scope Of Work

The scope of work shall generally comprise of but not limited to Supply & Installation of Almirahs as per the given design and specification for the Permanent Campus of IIM Amritsar.

- I. The supplied almirahs shall be installed across various floors of the IIM Amritsar Hostel, located at the permanent campus in Village: Manawala, P.O.: Jandiala Guru SO, Amritsar, Punjab – 143115.
- II. The supplier shall be responsible for the supply, unloading, and placement of the almirahs at the designated locations within the IIM Amritsar premises, entirely at their own risk and cost.
- III. The firm shall provide a product data sheet for the items offered, clearly indicating specifications, brand, and other relevant details.
- IV. **Warranty:**
 - The supplied products shall carry a warranty of three (03) years against manufacturing defects, commencing from the date of final acceptance or completion of installation at the consignee location, whichever is later.
 - a. The successful bidder must submit OEM warranty certificates at the time of delivery.
 - b. The supplier shall ensure deployment of an adequate number of dedicated technical service personnel/engineers to promptly attend service requests and ensure timely servicing and rectification of defects during the warranty and defect liability period.
 - c. The supplier has the capability to attend repairs of the supplied item within 48 hours. If the supplier fails to complete the repair within 48 hours, a penalty of INR 500 per day shall apply for every day beyond the 48-hour period. This penalty amount will be deducted from the supplier's security deposit.
- V. **Special Terms and Conditions:**
 - a. **Delivery Terms:** within the 30 days from the date of the order.
 - b. **Payment Terms:** Staggered or part supply is permitted. Payment shall be released for the quantity of goods actually supplied, within 30 days from the date of receipt, acceptance of goods, and submission of a valid invoice. However, partial deliveries comprising fewer than 50 units in a single lot will not be accepted.
 - c. **Performance Security:** 3% of the contract price.
- VI. **The Almirah will have the following specifications:**
 - a) Height: 2000 mm
 - b) Width: 900 mm
 - c) Depth: 600 mm
 - d) Body should be of 20-gauge MS
 - e) Door should be of 18-gauge MS
 - f) Should have a provision for a Locker
 - g) Should have a section for Hanging clothes.
 - h) The colour should be of Wooden Viner similar to the existing one available at the hostel.



DECLARATION

I/We hereby declare that I/We have thoroughly understood the complete scope of work, technical specifications, terms, and conditions outlined in the tender. I/We confirm our full capability and commitment to execute the work as per the requirements, timelines, and quality standards specified, without any deviation. I/We accept all responsibilities for the successful execution of the project and undertake to comply with all applicable regulations and guidelines throughout the project duration.

Signature and Stamp of the Bidder

Name:

Designation:

Section VII: Technical Specifications and Quality Assurance.

(Ref ITB-clause 1.4)

Note for Bidders: Regarding this Schedule, Bidders shall submit Form 3: 'Technical Specifications And Quality Assurance- Compliance' with their Technical bid.

As per the details provided in Section VI: Schedule of Requirements.

Section VIII: Qualification Criteria

(Ref ITB-clause 1.4)

{Note for Procuring Entity: Add additional details regarding Qualification Criteria, if not covered in elsewhere in Tender Documents – inter-alia - if any and to what extent dispensation from Qualification Criteria shall be permissible for Start-ups under ITB 4.3.2-2) and to MII-JVs under ITB 4.1.8-2)}

Note for Bidders: Regarding this Schedule, Bidders shall submit Form 4: 'Qualification Criteria - Compliance' with their technical bid.

Pre-Qualification Criteria		Documents to be submitted
1	Technical Criteria	
1.1	<p>The bidder should have executed Similar Work(s) during the preceding 5 (five) Financial years reckoned as on the date of technical bid opening having:</p> <p>a) The Bidder must have successfully executed/completed at least one order of INR: 17,70,000.00/-. OR b) The Bidder must have successfully executed/completed at least two orders of INR: 11,06,250.00/-. OR c) The Bidder must have successfully executed/completed at least three orders of INR: 8,85,000.00/-.</p>	Work order with completion certificate indicating the work order no with date, the executed value etc.
1.2	<p>NOTES:</p> <p>I. The phrase “Similar Works” means:</p> <p>“Almirah/Furniture in any Central / State Govt. Organization / PSU / Public Listed Company.”</p> <p>II. The word “Executed” means the bidder should have achieved the criterion specified in Qualifying Requirements, even if the total contract is not completed/closed. A work executed in the preceding five (5) years, reckoned as on the date of technical bid opening, even if it has been started earlier, will also be considered for meeting the requirement against clause 1.1 above. The agency has to furnish proof of the executed value of work in the form of copies of the Relevant PO and the Client’s completion certificate to meet the Qualifying requirement.</p> <p>III. Values as per clause 1.1 shall be considered inclusive of taxes & duties.</p>	
2	Financial Criteria	
2.1	<p>The average annual turnover (AATO) of the bidder should not be less than 66,37,500.00/- during the preceding three (03) completed financial years, i.e., 2021-22, 2022-23, 2023-24, as on the date of the Techno-Commercial bid opening.</p>	

2.2	The bidder shall not incur any losses in the last three (3) financial years i.e., 2021-22, 2022-23, 2023-24																
2.3	<p>1. Bidder shall submit the Financial Statement(s) / Audited Balance Sheet and P&L Account (wherever applicable) undertaken/ signed by a Member of the Institute of Chartered Accountant of India (ICAI), which Bidders submit in support of compliance to Qualifying Requirements will carry Unique Document Identification Number (UDIN) generated in line with the Gazette Notification of Council of Institute of Chartered Accountant of India (ICAI).</p> <p>2. Other income shall not be considered for computing annual turnover.</p> <p>3. The figures indicated in 2.1 are inclusive of Taxes and Duties. If required, a certificate in support of taxes and duties is to be provided by a Chartered Accountant.</p>																
3	Other criteria																
3.1	1. The company/agency shall have existed for the last three (3) years.	A copy of the incorporation certificate or similar certificate issued by a government body shall be submitted by the bidder.															
3.2	1. Bidder shall not have abandoned any works/services in the last three (3) financial years, i.e., 2021-22, 2022-23, 2023-24.	A declaration shall be submitted in the Form 1: Bid Form (Covering Letter)															
3.3	Bidder shall have the ISO certification	A copy of the ISO certificate shall be submitted by the bidder															
3.4	GST registration	A copy of the GST registration shall be submitted by the bidder.															
3.5	PAN registration	A copy of the PAN registration shall be submitted by the bidder.															
3.6	<p>1. Bidders are required to submit EMD of INR: 1,10,000.00/- in favour of the "INDIAN INSTITUTE OF MANAGEMENT AMRITSAR" payable at AMRITSAR along with their bids in the form of Bank Guarantee, etc., from any Commercial Bank or Private Bank Authorised to conduct Government business</p> <p>OR</p> <table border="1"> <thead> <tr> <th>Sr No</th><th>Description</th><th>Details</th></tr> </thead> <tbody> <tr> <td>1</td><td>Name of Beneficiary</td><td>Indian Institute of Management, Amritsar</td></tr> <tr> <td>2</td><td>Bank account No</td><td>2083214000009</td></tr> <tr> <td>3</td><td>Name of Bank</td><td>Canara Bank</td></tr> <tr> <td>4</td><td>IFSC Code</td><td>CNRB0002083</td></tr> </tbody> </table> <p>A copy of the payment transaction receipt has to be attached to the Tender application form, without which</p>	Sr No	Description	Details	1	Name of Beneficiary	Indian Institute of Management, Amritsar	2	Bank account No	2083214000009	3	Name of Bank	Canara Bank	4	IFSC Code	CNRB0002083	
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	<p>the Tender won't be considered for the bidding process.</p> <p>OR</p> <p>Certificate for exemption as per government guidelines, along with the Bid security declaration as per the given format in Form 7.</p>	
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BIDDING FORMS

Form 1: Bid Form (Covering Letter)

(Ref ITB-clause 9.2)

(To be submitted as part of Technical bid, along with supporting documents, if any)

(On Bidder's Letter-head)

(Strike out alternative phrases not relevant to you)

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____

Date.....

To

The Indian Institute of Management Amritsar, through
Store and Purchase office
Indian Institute of Management Amritsar
Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

Ref: Your Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Sir/ Madam

Having examined the abovementioned Tender Document, we, the undersigned, hereby submit/upload our Techno-commercial and Financial bid (Price Schedule) for the supply of Goods and incidental Works/ Services in conformity with the said Tender Documents.

(Please tick appropriate boxes or strike out sentences/ phrases not applicable to you)

1) **Our Credentials:**

(a) We are submitting this bid: -

- ☐ on our behalf, and there are no agents/ dealers involved in this tender, and hence no agency agreement or payments/ commissions/ gratuity is involved. Our company law and taxation regulatory requirements and authorization for signatories and related documents are submitted in Form 1.1 (Bidder Information).

Or

- ☐ as authorised dealer offering goods manufactured by our OEMs. Our OEM's law and taxation regulatory requirements and authorisation for signatories and related documents are submitted in Form 1.3 (OEM's Authorisation).

Or

- ☐ as agents/associates of our foreign principals. Our foreign principal's law and taxation regulatory requirements, as well as authorisation for signatories and related documents, are submitted in Form 1.4 (Declaration by Agents/ Associates of Foreign Principals/OEMS).

(b) We..... hereby certify that ☐ We/ ☐ our Principals/ OEMM/ s..... are proven, established, and reputed manufacturers with factories at which are

fitted with modern equipment and where the production methods, quality control, and testing of all materials and parts manufactured or used by us shall be open to inspection by the representative of the Procuring Entity.

2) Our Eligibility and Qualifications to participate

We comply with all the eligibility criteria stipulated in this Tender Document, and the relevant declarations are made along with documents in Form 1.2 of this bid-form. We fully meet the qualification criteria stipulated in this Tender Document, and the relevant details are submitted along with documents in Form 4: 'Qualification Criteria - Compliance.

3) Our Bid to supply Goods:

We offer to supply the subject Goods of requisite quality and within Delivery Schedules in conformity with the Tender Document. The relevant details are submitted in Form 2: 'Schedule of Requirements - Compliance and Form3: 'Technical Specifications and Quality Assurance - Compliance.'

- 4) We hereby agree to comply with, abide by and accept without variation, deviation or reservation all technical, commercial and other conditions whatsoever. All kinds of technical or commercial deviation/s with respect to tender terms and conditions are indicated in the respective form of the Tender Documents for the subject supply.
- 5) I/We have carefully read and understood all the terms and conditions and other instructions of the tender and undertake to abide by them.
- 6) I/We do hereby declare that our company/agency has not been blacklisted/debarred by any of the Govt. Department/Govt. Autonomous/Public sector undertaking
- 7) I/We do hereby declare that our company/agency has not abandoned any works/services/supply order in the last three financial years.
- 8) I/We certify that all information furnished by our company/agency is true & correct. In the event, that the information is found to be incorrect/untrue or found violated, then your department/organization shall, without giving any notice or reason, therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the fully said earnest money deposit absolutely.
- 9) The Information/documents furnished along with the above tender are true and authentic to the best of my knowledge and belief. I/We are well aware that furnishing any false information/fabricated document would lead to rejection of my tender, besides liabilities towards prosecution under appropriate law.
- 10) The corrigendum(s)/ addendum (s) issued from time to time by your department/organisation have also been considered while submitting this acceptance letter.
- 11) We also clarify that the rates quoted are not higher than those quoted by us against enquiries received from Educational Institutes and other Government Departments/ Institutions for the same goods/services.

12) Prices:

We hereby offer to perform the Services at our lowest prices and rates mentioned in the separately uploaded Price-Schedule. It is hereby confirmed that the prices quoted therein by us are:

- (a) based on the terms of delivery and delivery schedule confirmed by us; and
 - (b) Cost break-up of the quoted cost, showing inter-alia costs (including taxes and duties thereon) of all the included incidental Goods/ Works considered necessary to make the proposal self-contained and complete, has been indicated therein, and
 - (c) based on the terms and mode of payment as stipulated in the Tender Document. We have understood that if we quote any deviation to terms and mode of payment, our bid is liable to be rejected as nonresponsive, and
- a) The prices in this offer have been arrived at independently, without restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to:
- i) those prices; or
 - ii) the intention to submit an offer; or
 - iii) the methods or factors used to calculate the prices offered.
- b) The prices in this offer have neither been nor shall be knowingly disclosed by us, directly or indirectly, to any other bidder or competitor before bid opening or contract award unless otherwise required by law.

13) Affirmation to terms and conditions of the Tender Document:

We have understood the complete terms and conditions of the Tender Document. We accept and comply with these terms and conditions without reservations, although we are not signing and submitting some of the sections of the Tender Document. Deviations, if any, are submitted by us in Form 5: 'Terms and Conditions - Compliance'. We also explicitly confirm acceptance of the Arbitration Agreement as given in the Tender Document.

14) Bid Securing Declaration

We have submitted the Bid Securing Declaration (BSD, in lieu of Bid Security) in stipulated format vide Form 7: 'Documents Relating to bid security.'

15) Abiding by the Bid Validity

We agree to keep our bid valid for acceptance for a period up to -----, as required in the Tender Document or for a subsequently extended period, if any, agreed to by us, and are aware of penalties in this regard stipulated in the Tender Document in case we fail to do so.

16) Non-tempering of Downloaded Tender Document and Uploaded Scanned Copies

We confirm that we have not changed/ edited the contents of the downloaded Tender Document. We realise that any such change noticed at any stage, including after the contract award, shall be liable to punitive action in this regard stipulated in the Tender Document. We also confirm that scanned copies of documents/ affidavits/ undertakings uploaded along with our Technical bid are valid, true, and correct to the best of our knowledge and belief. If any dispute arises related to the validity and truthfulness of such documents/ affidavits/ undertakings, we shall be responsible for the same. Upon accepting our Financial bid, we undertake to submit for scrutiny, on-demand by the Procuring Entity, originals, and self-certified copies of all such certificates, documents, affidavits/ undertakings.

17) A Binding Contract:

We further confirm that, if our bid is accepted, all such terms and conditions shall continue to be acceptable and applicable to the resultant contract, even though some of these documents may not be included in the contract Documents submitted by us. We do hereby undertake that, until a formal

contract is signed or issued, this bid, together with your written Letter of Award (LoA), shall constitute a binding contract between us.

18) Performance Guarantee and Signing the contract

We further confirm that, if our bid is accepted, we shall provide you with performance security of the required amount stipulated in the Tender Document for the due performance of the contract. We are fully aware that in the event of our failure to deposit the required security amount and/ or failure to execute the agreement, the Procuring Entity has the right to avail any or all punitive actions laid down in this regard, stipulated in the Tender Document.

19) Signatories:

We confirm that we are duly authorised to submit this bid and make commitments on behalf of the Bidder. Supporting documents are submitted in Form 1.1 annexed herewith. We acknowledge that our digital/digitized signature is valid and legally binding.

20) Rights of the Procuring Entity to Reject bid(s):

We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred Tender Document.

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign bid for and on behalf of

[name & address of Bidder and seal of company]

Form 1.1: Bidder Information

(Ref 8.2 of ITB)

(To be submitted as part of Technical bid)

(On Company Letter-head)

(Along with supporting documents, if any)

Bidder's Name_____

[Address and Contact Details]

Bidder's Reference No._____ Date.....

Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Note: Bidder shall fill in this Form following the instructions indicated below. No alterations to its format shall be permitted, and no substitutions shall be accepted. Bidder shall enclose certified copies of the documentary proof/ evidence to substantiate the corresponding statement wherever necessary and applicable. Bidder's wrong or misleading information shall be treated as a violation of the Code of Integrity. Such Bids shall be liable to be rejected as nonresponsive, in addition to other punitive actions provided for such misdemeanours in the Tender Document.

(Please tick appropriate boxes or strike out sentences/ phrases not applicable to you)

1) Bidder/ Contractor particulars:

- (a) Name of the Company:.....
- (b) Corporate Identity No. (CIN):
- (c) Registration, if any, with The Procuring Entity:
- (d) GeM Supplier ID (if registered with GeM, it is mandatory at the time of placement of Contract)
- (e) Place of Registration/ Principal place of business/ manufacture
- (f) Complete Postal Address:
- (g) Pin code/ ZIP code:
- (h) Telephone nos. (with country/ area codes):
- (i) Mobile Nos.: (with country/ area codes):
- (j) Contact persons/ Designation:
- (k) Email IDs:

Submit documents to demonstrate eligibility as per NIT-Clause 3 and ITB-clause 3.2 - A self-certified copy of registration certificate – in case of a partnership firm – Deed of Partnership; in case of a Company – Notarised and certified copy of its Registration; and in case of a Society – its Byelaws and registration certificate of the firm.

2) Taxation Registrations:

- (a) PAN number:
- (b) Type of GST Registration as per the Act (Normal Taxpayer, Composition, Casual Taxable Person, SEZ, etc.):
- (c) GSTIN number: in Consignor and Consignee States
- (d) Registered/ Certified Works/ Factory where the Goods would be mainly manufactured and Place of Consignor for GST Purpose:

(e) Contact Names, Nos. & email IDs for GST matters (Please mention primary and secondary contacts):

☐ We solemnly declare that our GST rating on the GST portal/ Govt. official website is not negative/ blacklisted.

Documents to be submitted: Self-attested Copies of PAN card and GSTIN Registration.

3) Authorisation of Person(s) signing the bid on behalf of the Bidder

(a) Full Name: _____

(b) Designation: _____

(c) Signing as:

☐ A sole proprietorship firm. The person signing the bid is the sole proprietor/ constituted attorney of the sole proprietor,

☐ A partnership firm. The person signing the bid is duly authorised being a partner to do so, under the partnership agreement or the general power of attorney,

☐ A company. The person signing the bid is the constituted attorney by a resolution passed by the Board of Directors or in pursuance of the Authority conferred by the Memorandum of Association.

Documents to be submitted: Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution

4) Bidder's Authorised Representative Information

(a) Name:

(b) Address:

(c) Telephone/Mobile numbers:

(d) Email Address:

(Signature with date)

.....

(Name and designation)

Duly authorized to sign bid for and on behalf of

[name & address of Bidder and seal of company]

DA: As above

.....

Form 1.2: Eligibility Declarations

(Ref ITB-clause 9.2)

(To be submitted as part of the Technical bid)

(On Company Letter Head)

(Along with supporting documents, if any)

Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

Note: The list below is indicative only. You may attach more documents as required to confirm your eligibility criteria.

Eligibility Declarations

(Please tick appropriate boxes or cross out any declaration not applicable to the Bidder)

We hereby confirm that we are comply with all the stipulation of NIT-clause 3 and ITB-clause 3.2 and declare as under and shall provide evidence of our continued eligibility to the Procuring Entity as may be requested:

- 1) **Legal Entity of Bidder:** _____
- 2) **OEM/ Manufacturer/ Agent/ Dealership Status:** _____
- 3) We ☐are/ ☐are not a JV _____
- 4) We solemnly declare that we (including our affiliates or subsidiaries or constituents):
 - a) are not insolvent, in receivership, bankrupt or being wound up, not have our affairs administered by a court or a judicial officer, not have our business activities suspended and are not the subject of legal proceedings for any of these reasons;
 - b) (including our Contractors/ subcontractors for any part of the contract):
 - (i) Do not stand declared ineligible/ blacklisted/ banned/ debarred by the Indian Institute of Management Amritsar or its Ministry/ Department from participation in its Tender Processes; and/ or
 - (ii) Are not convicted (within three years preceding the last date of bid submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of Government of India from participation in Tender Processes of all of its entities, for offences mentioned in Tender Document in this regard. We have neither changed our name nor created a new "Allied Firm", consequent to the above disqualifications.
 - c) Do not have any association (as bidder/ partner/ Director/ employee in any capacity) with such retired public official or near relations of such officials of Procuring Entity, as counter-indicated, in the Tender Document.

- d) We certify that we fulfil any other additional eligibility conditions if prescribed in the Tender Document.
- e) We have no conflict of interest that substantially affects fair competition. The prices quoted are competitive and without adopting any unfair/ unethical/ anti-competitive means. No attempt has been made or shall be made by us to induce any other bidder to submit or not to submit an offer to restrict competition.

5) **Restrictions on procurement from bidders from a country or countries, or a class of countries under Rule 144 (xi) of the General Financial Rules 2017:** We certify as under:

"We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries, and solemnly certify that we fulfil all requirements in this regard and are eligible to be considered. We certify that:

- (a) *we are not from such a country or, if from such a country, we are registered with the Competent Authority (copy enclosed). and;*
- (b) *we shall not subcontract any work to a contractor from such countries unless such contractor is registered with the Competent Authority.*

6) **MSME Status:**

Having read and understood the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 (as amended and revised till date), and solemnly declare the following:

- a) We are - Micro/ Small/ Medium Enterprise/ SSI/ Govt. Deptt. /PSU/ Others:.....
- b) We attach herewith, Udyam Registration Certificate with the Udyam Registration Number as proof of our being MSE registered on the Udyam Registration Portal. The certificate is the latest up to the deadline for submission of the bid.
- c) Whether the Proprietor/ Partner belongs to the SC/ ST or Women category. (Please specify names and percentage of shares held by SC/ ST Partners):.....

7) **Start-up Status**

we confirm that we ☐are/ ☐are not a Start-up entity as per the definition of the Department of Promotion of Industrial and Internal Trade – DPIIT.

8) **Make in India Status:**

Having read and understood the Public Procurement (Preference to Make in India PPP - MII) Order, 2017 (as amended and revised till date) and related notifications from the relevant Nodal Ministry/ Department, and solemnly declare the following:

(a) **Self-Certification for the category of suppliers:**

(Provide a certificate from statutory auditors/ cost accountant in case of Tenders above Rs 10 Crore for Class-I or Class-II Local Suppliers). Details of local content and location(s) at which value addition is made are as follows:

Local Content and %age	
Location(s) of value addition	

Therefore, we certify that we qualify for the following category of the supplier (tick the appropriate category):

☐ Class-I Local Supplier/

☐ Class-II Local Supplier/

☐ Non-Local Supplier.

(b) We also declare that

☐ There is no country whose bidders have been notified as ineligible on a reciprocal basis under this order for an offered Goods, or

☐ We do not belong to any Country whose bidders are notified as ineligible on a reciprocal basis under this order for the offered Goods.

9) Self-Declaration by Indian Agents/ Associates of Foreign Principals

- (a) Self-attested documentary evidence about their identity (PAN, Aadhar Card, GSTIN registration, proof of address, etc.), business details (ownership pattern and documents, type of firm, year of establishment, sister concerns etc.) to establish that they are a bonafide business as per Indian Laws – are submitted as part of Form 1.1 annexed herewith.
- (b) Agency Agreement shall be submitted with Form 1.4. It shall cover
 - (i) the precise relationship, services to be rendered, mutual interests in business, generally and/ or specifically for the tender and
 - (ii) any payment the agent or associate receives in India or abroad from the foreign OEM/ principal, whether a commission or a general retainer fee.
- (c) Our Foreign principals, explicitly authorising us to make an offer in response to the tender, either directly or in association with them, are listed in Form 1.3 and 1.4 annexed herewith. That also indicates their name, address, nationality, status (i.e., whether manufacturer or agents of a manufacturer holding the Letter of Authority of the Principal).
- (d) The amount of commission/ remuneration included in the price (s) quoted by Bidder for agents or associated bidder is detailed in Form 1.4.
- (e) Confirmation is given in Form 1.4annexed herewith from the foreign principals that the commission/ remuneration, reserved for Bidder in the quoted price(s), if any, shall be paid by the Procuring Entity in India, in equivalent Indian Rupees on satisfactory completion of the Project or supplies of Goods and Spares.

10) Penalties for false or misleading declarations:

We hereby confirm that the particulars given above are factually correct and nothing is concealed and undertake to advise any future changes to the above details. We understand that any wrong or misleading self-declaration would violate the Code of Integrity and attract penalties as mentioned in this Tender Document.

..... (Signature with date)

..... (Name and designation)

Duly authorized to sign bid for and on behalf of

[name & address of Bidder and seal of company] DA: As in Sr 9 to 14 above, as applicable

Form 1.3: OEM's Authorisation.

(Ref ITB-clause 9.2)

(On Company Letter Head)

(To be submitted as part of the Technical bid)

OEM's Name _____

[Address and Contact Details]

OEM's Reference No. _____ Date.....

To,

The Indian Institute of Management Amritsar, through

Store and Purchase office,

Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

Dear Sirs,

Ref. Your Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

- 1) We, -----, are proven and reputable manufacturers of the Tendered Goods. We have factories at----- . We hereby authorise Messrs-----(*name and address of the authorised dealer*)to submit a bid, process the same further and enter into a contract with you against the above-referred Tender Process for the supply of the above Goods manufactured by us. Their registration number with us is, dated/ since.....
- 2) We further confirm that no Contractor or firm or individual other than Messrs. (*name and address of the above-authorised dealer*) is authorised for this purpose.
- 3) As principals, we commit ourselves to extend our full support for warranty obligations, as applicable as per the Tender Document, for the Goods and incidental Works/ Services offered for supply by the above firm against this Tender Document.
- 4) Our details are as under:
 - (a) Name of the Company:.....
 - (b) Complete Postal Address:
 - (c) Pin code/ ZIP code:
 - (d) Telephone nos. (with country/ area codes):
 - (e) Fax No.: (with country/ area codes):
 - (f) Mobile Nos.: (with country/ area codes):
 - (g) Contact persons/ Designation:
 - (h) Email IDs:
- 5) We enclose herewith, as appropriate, our ----- (*Bye-Laws/ Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution*)

Yours faithfully,

..... [signature with date, name, and designation]

for and on behalf of Messrs..... [name & address of the OEM and seal of company]

DA: As above

Form 1.4: Declaration by Agents/ Associates of Foreign Principals.

(Required only for Agents/ Associates of Foreign Principals)

(Ref Clause 3.5 of ITB)

(On Company Letter Head)

(Along with supporting documents, if any)

(To be submitted as part of technical bid)

Agent's Name _____

[Address and Contact Details]

Principal's Reference No. _____ Date.....

The Indian Institute of Management Amritsar, through
Store and Purchase office
Indian Institute of Management Amritsar
Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

Dear Sirs,

Ref. Your Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

- 1) We,, are a bonafide business as per Indian Laws. We have been retained as agents/associates by our foreign principals/OEM, Messrs..... (*name and address of the principal*) to associate with them for participation in this Tender Process.
- 2) We understand that any failure or non-disclosures, or mis-declarations by us, shall be treated as a violation of the Code of Integrity. Our Bids shall be liable to be rejected as nonresponsive, in addition to other punitive actions by the Procuring Entity as per the Tender Document.
- 3) The required details as per ITB-clause 3.5 are as follows.
 - (a) Name of the Agent/ Associate:.....
 - (b) Documents regarding ownership pattern: as appropriate – Bye Laws/ Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution.
 - (c) Year of establishment:.....
 - (d) Sister Concerns:.....,
 - (e) Corporate Identity No. (CIN):
 - (f) Aadhar Card of Owner/ CEO/ Partner
 - (g) PAN number:
 - (h) Complete Postal Address:
 - (i) Pin code/ ZIP code:
 - (j) Telephone nos. (with country/ area codes):
 - (k) Mobile Nos.: (with country/ area codes):
 - (l) Contact persons/ Designation:

- (m) Email IDs:
- (n) Type of GST Registration (Registered, Unregistered, Composition, SEZ, RCM etc.):
.....
- (o) GSTIN number: in Consignor and Consignee States
- (p) Registered office from where agency/association services would be mainly provided for GST Purpose:
- (q) Contact Names, Nos. & email IDs for GST matters (Please mention primary and secondary contacts):

4) Details required under ITB-clause 3.5 regarding the foreign principal/ OEM are given below.

- (a) Name of the Company:.....
- (b) Nationality/ Country of operation/ incorporation.....
- (c) Status:
 - (i) manufacturer or
 - (ii) agents of manufacturer holding the Letter of Authority of the Principal, specifically authorizing the agent to make an offer in India in response to tender either directly or through the agents/ representatives.
- (d) Complete Postal Address:
- (e) Telephone nos. (with country/ area codes):
- (f) Mobile Nos.: (with country/ area codes):
- (g) Contact persons/ Designation:
- (h) Email IDs:

5) *Because of price-sensitive information*, agency/ dealership/ any other agreement with foreign principals/ OEM shall be submitted as per ITB-clause 3.5, on-demand, after the Financial bid opening. It shall contain details of payments of all commissions, gratuities, or fees concerning the tender process or execution of the contract that we have paid/ received, or shall pay/ receive, as per the following format:

Name of Recipient	Address	Services to be provided	Amount and Currency

6) Our principals have authorised us to confirm that the commission/ remuneration, if any, to us under the contract shall be paid in India, in equivalent Indian Rupees, on satisfactory completion of the Project or supplies of Goods and Spares.

7) We enclose herewith: as appropriate, our ----- Bye-Laws/ Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution

Yours faithfully,

..... [signature with date, name, and designation]

for and on behalf of Messrs.....

[name & address of the OEM and seal of company] DA: 1. As above

Form 2: Schedule of Requirements - Compliance

Schedule of Requirements

(Ref ITB-clause 9.2, Schedule VI: Schedule of Requirements)

(To be submitted as part of the Technical bid)

(on Company Letterhead)

Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

Note to Bidders: Fill in this Form regarding Section VI: Schedule of Requirements, maintaining the same numbering and structure. Add additional details not covered elsewhere in your bid in this regard.

Schedule	Item Sr	HSN Code	¹ GST %	Local Content (%)	Description of Goods	Units of Quantity	Quantity	Delivery offered	Bidder's GSTIN
Schedule-1	1.1				Procurement of Almirahs for student hostel at IIM Amritsar	No	125	30 days	

(1) Background of Goods offered:

(2) Transportation:

(3) Delivery Schedule:

(4) Terms of Delivery:

(5) Scope of Supply (Accessories, Spare Parts):

(6) Incidental Works/ Services:

¹ Mention total % and breakup into CGST, SGST, IGST, Cess etc.

Deviations from the Schedule of Requirements

Note to Bidders: Highlight deviations, if any, from Section VI: Schedule of Requirements in this Form.

Sl. No.	Ref of Tender Document Section, Clause		Subject	Confirmation/ Exception/ Reservation	Deviation/ Justification/ Reason
	Section	Clause/ sub-clause			

We shall comply with, abide by, and accept without variation, deviation, or reservation all requirements detailed in Section IV: Schedule of Requirements in the Tender Document, except those mentioned above. If mentioned elsewhere in our bid, contrary terms and conditions shall not be recognised and shall be null and void.

..... (Signature with date)

..... (Name and designation)

Duly authorised to sign the bid for and on behalf of.....

[name & address of Bidder and seal of company]

Form 3: Technical Specifications and Quality Assurance- Compliance

(Ref ITB-clause 9.2, Schedule VII: Technical Specifications and Quality Assurance)

(To be submitted as part of Technical bid)

(on Company Letter-head)

Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Bidder's Name_____

[Address and Contact Details]

Bidder's Reference No._____ Date.....

Note to Bidders: Highlight in this form deviations, if any, from Section VII: Technical Specifications and Quality Assurance, maintaining the same numbering and structure. Submit copies of original test certificates for standards/specifications on the Goods and other relevant documents like technical data, literature, drawings, etc. Add additional details not covered elsewhere in your bid in this regard.

Sl. No.	Ref of Technical Specification and Quality Assurance Clause			Subject	Confirmation/ Deviation/ Exception/Reservation	Justification/ Reason
	Section	Clause/ sub-Clause				

We shall comply with, abide by, and accept without variation, deviation, or reservation all Technical Specifications, Quality Assurance and Warranty requirements in the Tender Document, except those mentioned above. If mentioned elsewhere in our bid, contrary terms and conditions shall not be recognised and shall be null and void.

..... (Signature with date)

..... (Name and designation)

Duly authorized to sign bid for and on behalf of.....

[name & address of Bidder and seal of company]

DA: Relevant documents like technical data, literature, drawings, and other documents

Form 4: Qualification Criteria – Compliance. (As per Section VIII: Qualification Criteria).

(Ref ITB-clause 9.2, Schedule VIII Qualification Criteria)

(To be submitted as part of Technical bid)

(on Company Letter-head)

Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

Note to Bidders: Furnish statements and documents to confirm conformity to Qualification Criteria may be mentioned/ attached here. The list below is indicative only. You may attach more documents as required for the qualification criteria. Add additional details not covered elsewhere in your bid in this regard. Non-submission or incomplete submission of documents may lead to rejection of the bid as nonresponsive. Also highlight in this form deviations, if any, from Section VIII: Qualification Criteria.

- 1) Location of the manufacturing Factory
- 2) Details of Plant and Machinery executed and function in each department (Monographs & description pamphlets) be supplied, if available.
- 3) Details of arrangement for quality control of products such as laboratory etc
- 4) Details of Technical Supervisory staff-in-charge of production and quality control
 - (a) Skilled labour employed.
 - (b) Unskilled labour employed.
 - (c) The maximum number of workers (skilled & unskilled) employed on any day during the 18 months preceding the date of application.
- 5) Installed production capacity of item(s) quoted for, with the existing plant and machinery.
 - (a) The installed monthly production capacity for----- and the type of-----
 - (b) What portion of the production capacity shall be reserved for this contract? Indicate reserved capacity in terms of the number of items of Goods per month.
 - (c) average monthly production of ----- during the last 5 years on a single shift basis
 - (d) Existing order on hand for -----
- 6) Have you supplied the Goods tendered for or other identical items in the past? If so, details of supplies in the last five years may be furnished in Form 4.1.
- 7) Details relating to Section VIII: Qualification Criteria.....
- 8) Documents Attached supporting the compliance to qualification criteria:

Sr	Document Attached, duly filled, signed, and copies self-attested
1	
2	
3	

..... (Signature with date)

..... (Name and designation)

Duly authorized to sign bid for and on behalf of.....

[name & address of Bidder and seal of company]

Form 4.1: Performance Statement. (As per Section VIII: Qualification Criteria).

Statement of Supplies During Last Five Years and Outstanding Current Orders

(Ref ITB-clause 9.2Schedule VIII Qualification Criteria)

(To be submitted as part of the Technical bid)

(on Company Letter-head)

Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Bidder's Name_____

[Address and Contact Details]

Bidder's Reference No._____ Date.....

Note to Bidders: Fill in this form with your past performance highlighting your qualification to supply relevant Goods. Statements and Documents to the Performance Statement may be mentioned/ attached here. The list below is indicative only. You may attach more documents as required to showcase your past performance. Add additional details not covered elsewhere in your bid in this regard.

Order issued by	Order No. & Date	Qty ordered	Quantity supplied	Price at which supplied	The total value of the order	Status as on date----

..... (Signature with date)

..... (Name and designation)

Duly authorized to sign bid for and on behalf of.....

[name & address of Bidder and seal of company]

Form 5: Terms And Conditions- Compliance

(Ref ITB-clause 9.2)

(To be submitted as part of the Technical bid)

(on Company Letterhead)

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Note to Bidders: Fill in this Form regarding Terms and Conditions in the Tender Document, maintaining the same numbering and structure. Add additional details not covered elsewhere in your bid in this regard.

Sl. No.	Ref of Tender Document Section, Clause		Subject	Confirmation/ Deviation/ Exception/Reservation	Justification/ Reason
	Section	Clause/ sub-Clause			

We shall comply with, abide by, and accept without variation, deviation, or reservation all terms and conditions of the Tender Document, except those mentioned above. If mentioned elsewhere in our bid, contrary terms and conditions shall not be recognised and shall be null and void.

..... (Signature with date)

..... (Name and designation)

Duly authorized to sign bid for and on behalf of.....

[name & address of Bidder and seal of company]

Form 6: Check-List for Bidders (As applicable)

(Ref ITB-clause 9.2)

(To be submitted as part of Technical bid)

(on Company Letter-head)

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Note to Bidders: This check-list is merely to help the bidders to prepare their bids, it does not over-ride or modify the requirement of the tender. Bidders must do their own due diligence also.

Sr	Documents submitted, duly filled, signed	Yes/ No/ NA
1.	Form 1.- bid Form (to serve as covering letter and declarations applicable for both the Techno-commercial bid and Financial bid)	
2.	Form 1.1: Bidder Information along with Power of attorney and Registration Certificates etc.	
2.a	Self-attested copy of Registration certificates etc. of the firm	
2.b	Self-attested copy of PAN	
2.c	Self-attested copy of GSTIN registration(s)	
2.d	Self-attested copy of Power of Attorney etc. authorizing signatories on stamp paper to sign the bid	
3.	Form 1.2: Eligibility Declarations, along with supporting documents	
3.a	Self-attested copy of MSME registration	
3.b	Self-attested copy of Start-up registration/ status	
3.c	Self-attested copy of the certificate of Local Supplier Status for Make in India policy, from auditors/ cost accountant in case of Tenders above Rs 10 Crore	
4.	Form 2: 'Schedule of Requirements - Compliance	
5.	Form 3: Technical Specifications and Quality Assurance - Compliance	
6.	Relevant documents like technical data, literature, drawings, and other documents, at the option of Bidder	
6.	Form 5: Terms and Conditions- Compliance	
8.	Documents if any at the option of Bidder, supporting deviation	
9.	Form 6: This Checklist	
10.	Form 7: Documents relating to Bid Security	
11.	Price Schedule (BOQ) Excel Sheet downloaded from the Portal filled and uploaded)	
12.	Any other requirements, if stipulated in TIS/ AITB; or if considered relevant by the Bidder	

..... (Signature with date)

..... (Name and designation)

Duly authorized to sign bid for and on behalf of.....

[name & address of Bidder and seal of company]

Form 7: Documents relating to Bid Security.

(Ref ITB-clause 9.2)

Note: To be submitted as part of technical bid, along with supporting documents, if any.

Submit as Form 7 as part of technical bid, a Bid Securing Declaration In lieu of bid security in the following format. Bidders exempted from submission of bid security are also required to submit this.

Bid Securing Declaration

(on Company Letter-head)

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____

Date.....

To

The Indian Institute of Management Amritsar, through

Store and Purchase office

Indian Institute of Management Amritsar

Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

Ref: Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Sir/ Madam

We, the undersigned, solemnly declare that:

We understand that according to the conditions of this Tender Document, the bid must be supported by a Bid Securing Declaration In lieu of Bid Security.

We unconditionally accept the conditions of this Bid Securing Declaration. We understand that we shall stand automatically suspended from being eligible for bidding in any tender in Indian Institute of Management Amritsar for 2 years from the date of opening of this bid if we breach our obligation(s) under the tender conditions if we:

- 1) withdraw/ amend/ impair/ derogate, in any respect, from our bid, within the bid validity; or
- 2) being notified within the bid validity of the acceptance of our bid by the Store and Purchase office:
 - (a) refused to or failed to produce the original documents for scrutiny or the required Performance Security within the stipulated time under the conditions of the Tender Document.
 - (b) Fail or refuse to sign the contract.

We know that this bid-Securing Declaration shall expire if the contract is not awarded to us, upon:

- 1) receipt by us of your notification
 - (c) of cancellation of the entire tender process or rejection of all bids or
 - (d) of the name of the successful bidder or
- 2) forty-five days after the expiration of the bid validity or any extension to it.

..... (Signature with date)

..... (Name and designation) Duly authorized to sign bid for and on behalf of..... [name & address of Bidder and seal of company]

Form 8: Integrity Pact (As per Section VIII: Qualification Criteria).

(If stipulated in TIS, ref Claus 8.2.1 of ITB)

(To be signed on Plain Paper)

(To be submitted as part of the Technical bid)

FORMATS

Format 1: Contract Form

(Ref Clause 13.2.5 of ITB)

The Indian Institute of Management Amritsar, through
Store and Purchase office
Indian Institute of Management Amritsar
Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

Contract No..... dated.....

To

Contractor [Write Name]

[Complete address of the contractor]

Subject: -----

Ref: 1. *This office's Letter of Award (LoA) No..... dated*

2. *This office Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar, dated..... and subsequent Amendment No....., dated..... (If any). (Hereinafter referred to as 'the Tender Document')*

3. *Your Tender No..... dated..... and subsequent communication(s)/ Revised Offer No..... dated (If any), exchanged between you and this office in connection with this tender. (Hereinafter referred to as 'Your Offer')*

Dear Sir/ Madam,

Your bid referred above, read with subsequent letters mentioned above, for the Goods stipulated in the Schedules annexed herewith, have been accepted. Terms and conditions in this Contract and the documents listed in the clause below shall apply.

2. Terms and conditions in the documents mentioned under Reference no: 1, 2 and 3 above (including General and Special Conditions of Contract) shall also be part of this contract.

Note: The words, expressions, definitions, and abbreviations used in this contract shall have the same meanings as are respectively assigned to them in the General Condition of Contract of 'the Tender Document'.

..... (Signature with date)

..... (Name and designation)

Duly authorized to sign bid for and on behalf of.....

[name & address of Bidder and seal of company]

Format 1.1: Bank Guarantee Format for Performance Security

(Ref Clause 9.4 of ITB and clause 5.7 of GCC)

To

The Indian Institute of Management Amritsar, through
Store and Purchase office
Indian Institute of Management Amritsar
Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

Whereas..... (name and address of the contractor) (hereinafter called "the contractor") has undertaken, in pursuance of contract no date..... to supply (description of goods and Works/ Services) (hereinafter called "the contract").

And whereas you have stipulated it in the said contract that the contractor shall furnish you with a bank guarantee by a Commercial bank for the sum specified therein as security for compliance with its obligations as per the contract;

And whereas we have agreed to give the contractor such a bank guarantee.

Now Therefore we hereby affirm that we are guarantors and responsible to you, on behalf of the contractor, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the contractor to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the contractor before presenting us with demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall be valid until the day of 20.....

Our..... branch at..... *(Name & Address of the *(branch) is liable to pay the guaranteed amount depending on the filing of a claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our * branch a written claim or demand and received by us at our * branch on or before Dt..... otherwise, the bank shall be discharged of all liabilities under this guarantee after that.

..... (Signature of the authorised officer of the Bank)

..... Name and designation of the officer

..... Seal, name & address of the Bank and address of the Branch

*Preferably at the headquarters of the authority competent to sanction the expenditure for the procurement of goods or at the concerned district headquarters or the state headquarters.

Format 1.2: No Claim Certificate

(Refer Clause 12.3.1 of GCC)

(On company Letter-head)

Contractor's Name _____

[Address and Contact Details]

Contractor's Reference No. _____ Date.....

To,

The Indian Institute of Management Amritsar, through
Store and Purchase office
Indian Institute of Management Amritsar
Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

No Claim Certificate

Sub: Contract Agreement no. ----- dated ----- for the supply of -----

We have received the sum of Rs. (Rupees _____ only) as
final settlement due to us for the supply of _____ un
der the abovementioned contract agreement.

We have received all the amounts payable to us with this payment and have no outstanding dispute of any description whatsoever regarding the amounts worked out as payable to us and received by us.

We hereby unconditionally and without any reservation whatsoever, certify that we shall have no further claim whatsoever, of any description, on any account, against the Store and Purchase office, under contract above. We shall continue to be bound by the terms and conditions of the contract agreement regarding its performance.

Yours faithfully,

Signatures of contractor or

officer authorised to sign the contract documents.

on behalf of the contractor

(Company Seal)

Date: _____

Place: _____

Format 1.3: Certification by Prospective Arbitrators

(Ref Clause 11.5.4 of GCC)

To

Director, IIM Amritsar

Indian Institute of Management Amritsar

Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

Certification by Prospective Arbitrators

1. Name: _____
2. Contact Details: _____
3. I hereby certify that I am a retired officer of [Name of Organisation], retired as _____ in the grade of _____.
4. I have no past or present relationship concerning the subject matter in dispute, whether financial, business, professional or any other kind.

Or

I have past or present relationships concerning the subject matter in dispute, whether financial, business, professional or another kind. The list of such interests is as under: -----

5. I have no past or present relationship/ interest, financial, business, professional or other, in any of the parties, which may raise justifiable doubts about my independence or impartiality in terms of the Arbitration and Conciliation Act 1996, amended from time to time.

Or

I have a past or present relationship/ interest, financial, business, professional or other, with any of the parties, which may raise justifiable doubts about my independence or impartiality in terms of the Arbitration and Conciliation Act 1996 as amended from time to time. The details of such relationship or interest are as under: -----

6. There are no concurrent circumstances that are likely to affect my ability to devote sufficient time to the arbitration and finish the entire arbitration within twelve months.

Or

Some circumstances are likely to affect my ability to devote sufficient time to the arbitration and finish the entire arbitration within twelve months. The list of such circumstances is as under: -----

(Signature)

(Name & Designation)

Format 2: Authorisation for Attending Pre-bid Conference.

(Refer ITB-Clause8)
(on Company Official Letter Head)

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

To

The Indian Institute of Management Amritsar, through
Store and Purchase office
Indian Institute of Management Amritsar
Vill.- Manawala, P.O.- Jandiala Guru SO, Amritsar, Punjab-143115

Ref: Tender Document No. IIMASR/SP/2025-26/549; Tender Title: Procurement of Almirahs for student hostel at IIM Amritsar

Subject: Authorization for attending Pre-bid Conference on _____ (date).

Following persons are hereby authorized to attend the Pre-bid Conference for the tender mentioned above on behalf of _____ (Bidder) in order of preference given below.

Sr.	Name	Government Number	Photo	ID	Type/
I.					
II.					
Alternate Representative					

Note:

- 1. A maximum of two representatives (carrying valid Government photo IDS) shall be permitted to attend the Pre-bid opening. An alternate representative shall be permitted when regular representatives are not able to attend.*
- 2. Permission to enter the hall where the pre-bid conference is conducted may be refused if authorization as prescribed above is not submitted.*

Signatures of bidder

or

Officer authorized to sign the bid.

Documents on behalf of the bidder [name & address of Bidder and seal of company]