NOTICE INVITING TENDER

for Providing Solid Waste Management Services

at IIT Hyderabad, Kandi, Sangareddy

Tender Notification No. IITH/MS/SWM/2026/2

॥ नवोन्मेषेण देश निर्माणम् ॥

భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్

भारतीय प्रौद्योगिकी संस्थान हैदराबाद

Indian Institute of Technology Hyderabad

॥ नवोन्मेषेण देश निर्माणम् ॥
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
भारतीय सांकेतिक विज्ञान संस्थ हैदराबाद
Indian Institute of Technology Hyderabad

INDIAN INSTITUTE OF TECHNOLOGY HYDERABAD

KANDI, SANGAREDDY – 502 284, TELANGANA.

Tel: 040-2359 6773

Email: office.admin@iith.ac.in

office.green@iith.ac.in

Table of contents

Sl.No.	Description	Page No.
1.	Tender Notice	**3**
2.	Check list for bid submission	**5**
3.	About Solid Waste management Project	**7**
4.	Scope of Work	**13**
5.	Special Terms and Conditions	**23**
6.	General Terms and Conditions	**29**
7.	Annexure – A 'Bidding Document'	**37**
8.	Annexure – B 'Quality Assessment Sheet-cum-Experience'	**39**
9.	Annexure – C 'Statement - Details of Expenditure'	**40**
10.	Annexure – D 'Letter of Consent and Bid submission'	**41**
11.	Annexure – E 'No Relationship Certificate'	**42**
12.	Annexure – F 'Declaration Regarding Clean Track/No Legal Action'	**43**
13.	Annexure – G 'Bid Securing Declaration Form'	**44**
14.	Annexure – H 'Integrity Agreement'	**45**
15.	Annexure – I 'Bank Guarantee Bond In Lieu Of Security Deposit'	**50**
16.	Annexure – J 'Campus/Site Visit Declaration'	**52**
17.	Annexure – K 'Details of Eligible similar nature of works completed and under execution during the last seven years"	**53**
16.	Annexure – L 'Format of Price Bid'	**54**

॥ पर्यावेक्षण देशनिर्माणम् ॥
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Disclaimer:

The information contained in this Tender Document is provided solely to assist prospective bidders in preparing their bids. Submission of a bid shall be deemed to indicate that the bidder has satisfied itself regarding all relevant aspects of the tender.

Tender Notice

1. The Director, Indian Institute of Technology Hyderabad, invites online bids for Providing **Solid Waste Management Services initially for a period of 1 year (extendable for further for 2 years (on yearly basis) on satisfactory performance) at IIT Hyderabad**, Kandi, Sangareddy.
2. The Tender Document can be downloaded from the Institute website- https://iith.ac.in/tenders and from the GeM portal https://gem.gov.in/. The bid is to be submitted online on GeM portal up to the last date and time of submission of tender. **No manual bids will be accepted.**
3. Before filing the bids, the bidders are requested to consider all the amendments/ clarifications, if any, issued by this Institute and placed on its website/GeM.

Important Dates:	
Date of Online Publication/Download of Tender	As per GeM bid document
Pre bid Meeting	
Bid Submission Start Date	
Bid Submission Close Date	
Opening of Bids	

4. **The bidders must visit the IITH Campus mandatorily on any working day between 10:00 Hrs to 17:00 Hrs and ascertain the nature and quantum of work before bidding. Details of campus visit to be invariably submitted in Annexure 'J' before submission of bid. The declaration should be countersigned by the IITH officials (Green Office, IITH Campus) designated for this purpose. Bids submitted without the duly filled and signed Annexure-J shall be liable for rejection.**
5. **Estimated value of the contract: Rs. 1 Crore**
6. **Tender Fee:** A non-refundable tender processing fee of Rs. 1,180/- (Rupees One Thousand One Hundred and Eighty Only) including GST to be paid online to institute bank account, and upload scan copy of proof of payment along with their bid. **The tender fee is exempted for MSME/NSIC registered bidders.**
7. **Earnest Money Deposit:** The bidders are required to deposit Rs. 2,00,000/- (Rupees Two Lakhs Only) towards bid security through online payment to institute bank account, and upload scan copy of proof of payment along with their bid. **The EMD is exempted for MSME/NSIC registered bidders.**

   IIT Hyderabad bank account details are as follows:

Bank Name	SBI	Bank Account No	30412797764
IFSC Code	SBIN0014182	Account Name	Indian Institute of Technology
Branch	IITH Kandi		Hyderabad

8. **Performance Guarantee:** The successful bidder will have to submit a performance guarantee of 5% of the annual value of the contract (security deposit) in the form of Demand Draft or bank guarantee within 20 days of commencement of the contract. The Performance Guarantee shall cover the entire period of contract and shall remain valid for a period of 60 days beyond the period of contract. If the contract is further extended beyond the

initial period, the PBG will have to be renewed for the extended period. This guarantee shall be in the form of Bank Guarantee from any Scheduled Bank in accordance with the prescribed form. In case the bidder fails to deposit the said performance guarantee within the period as indicated above including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.

9. The IIT Hyderabad (IITH) through its Director, reserves the right to amend or withdraw any of the terms and conditions mentioned in the tender document or to reject any or all the tenders without giving any notice or assigning any reason any time before award of the contract. Further, IITH is not bound to accept the lowest tender, but has the liberty to close the tender process without awarding the contract to anyone if the lowest quote is found to be unreasonably high. The decision of the Director, IIT Hyderabad in this regard shall be final and binding on all.
10. In case any document produced in support of eligibility criteria turns out to be not genuine before or after award of work, the IITH reserves the right to blacklist or debar the bidder concerned from participating in the future tendering process at the Institute and forfeit the Security Deposit.

The details of scope of work, eligibility and other terms and conditions of the contract may be perused in the following pages.

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Check List for bid submission

Bidders are advised not to upload GeM Contract Orders, Work Orders Agreements, as they are not considered as Experience certificates. **Only QAS-cum-Experience certificates issued by the clients on their letterhead with contract duration and contract value will be considered for evaluation purposes.**

The Bidders are requested to upload the below-mentioned documents mandatorily to ease the evaluation process. Those who fail to upload the below required documents, their bids will be deemed to be rejected.

S.No.	Name of the Document	Submitted (Yes / No)	Page Number
1.	Financial Break up statement which can be downloaded from the GEM Bid document. The same must be uploaded on the GEM Bid		
2.	Firm Registration Certificate Note: Joint ventures/consortium are not permitted to participate in this tender		
3.	PAN		
4.	GST Certificate		
5.	Declaration of Registered office/Branch at Hyderabad/Sangareddy		
6.	Valid Labour license under Contract Labour (R&A) Act.		
7.	EPF Registration certificate		
8.	ESI Registration certificate		
9.	Annexures-A, B, C, D, E, F, G, H, I, J, K, L, & M (should be filled in all respects)		
10.	Signed and Stamped (by the bidder) Tender document		
11.	***QAS-cum-Experience Certificates** – on client letter head (in providing SWM services**, Format as per Annexure-B)** ***[Note: GeM contract order, work order, Agreements will not be considered as experience]***		
12.	Annual Turnover Certificate issued by Chartered Accountant		
13.	Income Tax Returns Acknowledgement for the last three financial years		
14.	Proof of Tender Fee and EMD. (In case of Exempted firms, please upload the certificate issued by the concerned authority.)		

I/We certify that all the required documents as mentioned above (sl.no. 1 to 14) are submitted on the GeM portal.

भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Signature of Bidder(s) with Stamp, Address

Note:

1. The Director, IIT Hyderabad, reserves the right to reject any or all bids at any time before or after opening of the bids without assigning any reason, therefore.
2. The terms and conditions of contract & instructions to bidders contained herein shall form part and parcel of and shall be taken as if they were included in the contract agreement to be entered into by the successful Bidder
3. Violation of any terms and conditions by the successful bidder will lead to termination of the contract agreement and will result in forfeiture of Security Deposit to the extent as would be decided by the Director, IIT Hyderabad.
4. Works executed outside India shall not be considered as eligible works

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

About Solid Waste Management Project

The comprehensive Solid Waste Management Project (Phase 1) at IIT Hyderabad was initiated on March 18, 2020 for a period of three years from 2020 to 2023. Phase – 1 of the project was followed by Phase-2 which will end in October 2026.

The proposed Phase-3 Solid Waste Management Plan shall deal with collection, segregation, transportation, processing and disposal of waste such as bio-degradable, recyclable, and inert waste. The bio-degradable is further classified into Food Waste and other Organic Waste. The organic waste (Waste from Kitchen like discarded vegetables etc, vegetation waste, and slurry from Sewage Treatment Plant) shall be processed using composting methodologies (bio composting and vermicomposting), wherein the end product shall be nutrient-rich compost produced by microbes and earthworms. The food waste shall be processed to generate biogas through biomethanation process. Recyclable waste shall be segregated category-wise (like paper, cardboard, plastic, glass, metal, etc.), stored & sent to the authorised recyclers periodically. The contractor shall pay IITH for recycle waste collected in the campus at the rates mentioned in the agreement. The inert or unsegregated waste shall be disposed through incineration plant.

Existing Infrastructure for Processing of Waste:

1. **Resource Recovery Park (RRP)- 1 near STP1:**

A waste processing unit has been setup in the campus to treat different types of waste the campus generates. Currently vermicomposting shed part of this RRP can process 300 kg of organic waste. The Vermicomposting area measures 61 feet 4 inches x 19 feet in area.

The recyclable waste segregation and storage room incorporate segregation area with bins for different types of waste, and a storage area. The room measures 21 feet 4 inches x 20 feet 4 inches in area. The RRP also contains an incineration plant to treat the 'non-recyclable and non-degradable' but incinerable waste. It has a capacity to process 1 ton of inert waste.

2. **Biogas Plant at Old Dining Area:**

The biogas unit has been set up separately to treat around 350 kg of food waste at the old Dining Hall-1 and biogas is sent to the kitchen for cooking purpose.

3. **Dry Waste Segregation Facility near STP1:**

Dry waste segregation facility is created at STP 1 of approximately 250 Sqm

4. **Resource Recovery Park (RRP)- 2 at North Side of the Campus:**

New Resource Recovery Park constructed at North West Corner of IIT Hyderabad Campus with below mentioned facilities:

i. Room for Bio Digestion and Vermicomposting Bins: 39.2mx7.9m
ii. Room for Waste Segregation: 6.8mx7.3m
iii. Room for Compost Storage and Sieving: 6.8mx4.1m
iv. Office Room: 5.3mx3m
v. Inert Waste Storage Area: 31.8mx2m
vi. Incinerator Platform: 4.8mx3.9m
vii. Incineration Plant with 2.5 Tons per Day

॥ सर्वोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

viii. Organic Waste Shredding Machine
ix. Motorized Composite Sieving Machine
x. Toilets

The Electromechanical Equipment installed in the RRP New Facility:

i. The Food Waste Crusher (500 kg/Hr with 2 HP Motor).
ii. Two numbers of Agitator within the Digester (with 5HP Geared Motor).
iii. 30 KVA BIOGAS GENSET: 30KVA/24 KW, Three Phase; Self-Start, Bio-Gas, SI Engine with Mechanical Governor developing 42 BHP at 1500 RPM coupled with Inductive; Three Phase, 415 volts, 50 Hz Alternator with standard accessories Generator Power Distribution Box with change-over switch – within the Generator room.
iv. Generator Synchronization Panel and other Electrical works for integration of electricity generated into MV Grid of IIT Hyderabad.
v. Submersible Pump (To lift the digested slurry from the Slurry Tank to Drain Point with 1 HP Single phase motor).

5. Biogas Plant at North Side of the Campus:

i. The biogas unit has been set up separately to treat around 2000 kg of food waste per day at the North Side of the Campus and the biogas is intended to generate electricity.
ii. The Biogas Plant is in operation, including the digester system, biogas generation system, and electricity generation system, along with their associated equipment and integrated facilities.
iii. The plant facilities comprise all equipment, materials, services, and associated works necessary for the satisfactory operation of the digesters, biogas generation, electricity generation, and integration of the generated electricity.
iv. The power generated by the Biogas Generator is being integrated with the existing 433 V, 50 Hz AC power supply available at the Solid Waste Management Building, along with all the necessary protection relays and associated safety systems. The integration has been carried out without disturbing the existing power distribution system, and the power generated by the Biogas Generator is being utilized within the Solid Waste Management Building.

Note: The intending bidders must visit the IIT Hyderabad campus to see the above-mentioned infrastructure before submitting the bid.

॥ नवोन्मेषण देशनिर्माणम् ॥
भारतीय सांकेतिक विज्ञान संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Detailed Scope of Work:

Organic Waste Treatment:

Organic waste shall be treated using vermicomposting method. The compost produced shall be handed over to IIT Hyderabad and the same will be utilized for vegetation purpose in the campus only.
The final product so produced shall be black in colour, fine powdery (Granules) in nature, have an earthy aroma, and is completely free from pathogenic organisms and weed seeds.

The Following process shall be carried out for vermicomposting:

Phase 1:

Processing involving collection of wastes, shredding, mechanical separation of the metal, glass and ceramics and storage of organic wastes.

Phase 2:

Pre-digestion of organic waste for 30 days by heaping the material along with cattle dung slurry. This process partially digests the material and fit for earthworm consumption. Cattle dung and biogas slurry may be used after drying. Wet dung should not be used for vermicompost production.

Phase 3:

Preparation of earthworm bed.

Phase 4:

Collection of earthworms after vermicompost production and sieving the composted material to separate fully composted material. The partially composted material will be again put into vermicompost bed.

Phase 5:

Storing the vermicompost in proper place to maintain moisture and allow the beneficial microorganisms to grow.

Note:

1. For vermicompost production, the surface dwelling earthworm alone shall be used i.e. epigeic worms. The earthworm, which lives below the soil, is not suitable for vermicompost. The African earthworm (Eudrillus eugeniae), Red worms (Eisenia Foetida) and composting worm (Peronyx excavatus) are promising worms used for vermicompost. All the three worms can be mixed together for vermicompost production. The African worm (Eudrillus Eugeniae) is preferred over other two types, because it produces higher production of vermicompost in short period of time and younger ones in the composting period.
2. Vermiculture bed or worm bed (3 cm) shall be prepared by placing sawdust, husk, or coir waste or sugarcane trash in the bottom of tub. A layer of fine sand (3 cm) should be spread over the culture bed followed by a layer of garden soil (3 cm). All layers must be moistened. Bedding provides the worms with a relatively stable habitat.
3. The predigested waste material shall be mud with 30% cattle dung either by weight or volume. The mixed waste is placed into the tub / container up to brim. The moisture level should be maintained at 60%. Over this material, the selected earthworm is placed uniformly. There is no necessity that earthworm should be put inside the waste. Earthworm will move inside on its own.
4. Daily watering is not required but 60% moisture shall be maintained throughout the period. If necessity arises, water shall be sprinkled over the bed rather than pouring. Watering should be stopped before the harvest of vermi-compost.
5. In the tub method of composting, the castings formed on the top layer shall be collected periodically, may be carried out once in a week. By hand, the casting are scooped, and in a shady place to be heaped. The harvesting of casting shall be limited up to earthworm presence on top layer. This periodical harvesting is necessary for free flow and retain the compost quality. Since the height of the waste material heaped is around 1 foot, the produced vermicompost shall be harvested after the process is over

Operational Methodology:

The organic waste collected from the campus shall be taken to the vermicomposting shed for treatment. At the shed, the organic waste shall be subjected to drying of waste on a platform for 7 days and followed by pre-digestion in the pre-digestion tank. The pre-digestion of organic waste shall last for a minimum of 30 days. After this phase, the pre-digested material shall be shifted to the composting bins. Earthworms shall then be introduced in the bins to initiate vermicomposting process. The compost shall be harvested layer by layer from the bins and taken for sieving. Harvesting shall start from 7th day and shall continue till 28th day of introduction to vermin bins. The harvested compost shall be sieved to remove partially composted material in the compost. After sieving, the compost shall be stored and used for Horticulture Works.

भारतीय प्रौद्योगिकी संस्थान हैदराबाद
भारतीय सांकेतिक विज्ञान संस्थ हैदराबाद్
Indian Institute of Technology Hyderabad

Vermi-compost facility of RRP-2

Food Waste Treatment:

The food waste shall be treated through bio-methanation process, wherein the methanogens in anaerobic conditions will act on food waste, resulting in generation of biogas. The biogas will be captured and utilized as bio-fuel for cooking purpose on the campus as well as for electricity generation.

The production of usable biogas involves the following steps:

Pre-treatment: The pre-treatment process involves sorting out the inorganic matter and materials which disrupt mechanical operation of the digester. The organic food waste is separated from the rest and fed into the digester. This is usually a manual process.

Digestion: The organic feedstock is mixed with nutrients and control chemicals. Solids are digested by enzymic action and the products are fermented in a series of reactions resulting in the production of methane and carbon dioxide. Slurry is also a by-product of the digestion process.

Gas utilization: Gas from the digester contains methane, carbon dioxide and trace quantities of hydrogen sulphide. Hydrogen sulphide and moisture will be removed, and the gas shall be used for cooking purpose as well as for the generation of electricity, which will be subsequently used for operating the SWM equipment and excess supplied to the grid.

Operational Methodology

The food waste from the campus shall be transferred to the existing biogas unit for treatment. The food waste shall be passed through a crusher to make particles even. From the crusher, the waste shall be fed into the biogas chamber for bio-methanation process. Resulting biogas from the chamber shall be sent through the filter to remove impurities and can be utilized for cooking at the central mess in the campus as well as for the generation of electricity, which will be subsequently used for operating the SWM equipment and excess supplied to the grid. The institute currently operates two biogas digesters.

॥ योगेन्द्रेण देशनिर्माणम् ॥
Indian Institute of Technology Hyderabad

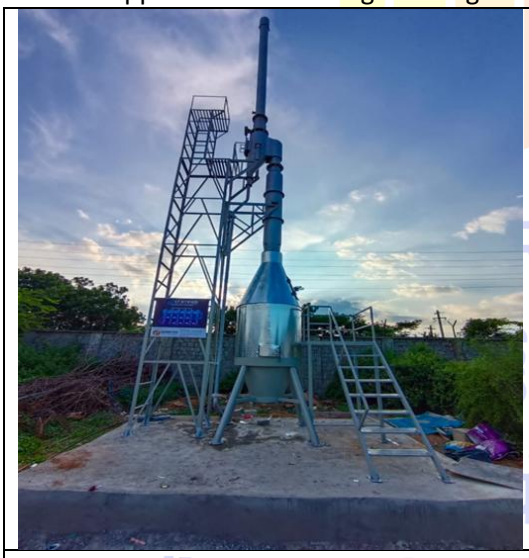
350 kg/d biogas digester near old dining hall	2000 kg/d biogas digester near RRP-2

Treatment of waste which is difficult to segregate but incinerable:

The campus generates some non-biodegradable and non-recyclable waste on a daily basis. To dispose of the waste in a sustainable, eco-friendly method, the waste shall be subjected to thermal treatment by means of incineration plants. The institute currently operates two incineration plants.

Operational Methodology:

The 'non-degradable and non-recyclable' waste shall be transferred to the incineration units where it shall be subjected to thermal treatment. The incinerable waste shall be fed into the unit every day and the unit shall be operated for 7 to 8 hours every day. The ash shall be sent to the designated landfill in the locality for safe dumping with the approval of the local governing authority.

	
1 ton/d capacity incinerator near RRP-1	2.5 ton/d capacity incinerator near RRP-2

Recyclable Waste Treatment:

Recyclable waste collected in the campus shall be taken to the Resource Recovery Park for further segregation category wise. Once segregated, the materials shall be stored in designated bins. Excess materials shall be stored in the storage room. All the materials shall be sent to local authorized recyclers periodically and the rates mentioned in the tender document shall be paid to IIT Hyderabad.

Indian Institute of Technology Hyderabad

Resource Recovery Park (RRP)-1	Resource Recovery Park (RRP)-2

Garbage Generation Details of IIT Hyderabad Campus

The quantity of waste generated from January to June 2026 is given below (for information purposes only).

Components (in kg)	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Paper	1735.7	1587.1	1846.7	1419.7	1533.5	1544.4
Shredded paper	79.1	45.7	121.6	133.3	215.5	173.5
Cardboard	2396.3	2352.69	2508.3	2588.3	2691.3	2768.3
Packing wood	160.2	128.4	137.9	87.3	267.1	202.2
Plastic waste	2154.35	2146.9	2448.3	2552.2	2544.4	2466.1
Scrap metal (steel)	0	0	0	0	0	0
Scrap metal (aluminium)	0	0	0	0	0	0
Scrap iron	90.1	85.5	155.5	149.3	259.7	143.7
Glass Bootle	1472.9	1366.5	1775.7	1672.6	1846.3	1771.4
Clothes, garments etc.	2026.7	1807.4	2151.6	2119.8	2215.1	2136.7
Footwear	1353.5	1058	1450.3	1294	1367.5	1261.4
Thermocol	277.7	224.8	259.7	226.3	229.6	223.6
Cocount	4857.21	6231.61	6803.2	6285.52	6370	5932.9
Tin	0	0	0	0	0	0
Carry Bag	325.8	273.6	299.7	259.8	256.1	242.7
Non Wood	142.2	73.4	159.9	233.4	373.7	502.1
Scrab Plastic	117.4	44.5	124.4	287.2	403.8	486.9
Organic waste	46178.6	43321.6	48212.3	46790.7	48212	46383.1
Food Waste	9573.7	8909.3	10359.5	10792.6	11554.8	10973.8
Inert	14690.5	13823	15795.4	15198.2	15955.11	15286.8
Incinerable waste	66819.8	64031	72704.8	70947.4	73826.1	71502.8
Total (Kg)	154452	147511	167314.8	163038	170121.6	164002

The current population of IIT Hyderabad (IITH) is approximately 10,000 (comprising students, faculty, staff (resident and non-resident), outsourced manpower (including attendants, housekeeping, security personnel and others), and the general floating population, including campus visitors and other persons accessing the campus). The population is projected to increase by approximately 10–15% over the next three years. Accordingly, the Vendor shall assess and estimate the anticipated waste generation based on the projected population and shall ensure that the required manpower, equipment, vehicles, and other resources are adequately planned and deployed to handle the corresponding increase in waste generation.

SCOPE OF WORK

Currently, 18 workers, 1 supervisor and 1 coordinator have been deployed. At the beginning of the Phase -3 contract period, the Vendor has to maintain the minimum number of manpower required for door-to-door collection, RRP operations, Supervisors and Coordinators in the following format.

Sl No.	Activity	No. of Persons proposed to be deployed
1	**Workmen for Door to Door Collection** **&** **Workmen for RRP Operations** **(Operation of** Bio Digestion and methanization, Resource recovery park for vermicomposting and segregation and storage of recyclable waste, incinerator etc.)	**26**
2	**Supervisors**	**2**
3	**Coordinator**	**1**

- The contractor shall have the liberty to either increase or decrease the actual deployment of manpower depending on the waste generated without affecting the services with prior approval from IITH. In any case, the contractor shall not reduce the manpower without prior approval from IITH.
- The Contractor is required to engage sufficient manpower possessing adequate knowledge, skills, and experience in the operation and handling of equipment installed at the incinerators, biogas plants, composting facilities, and other associated facilities and transport vehicles to collect and manage garbage on a daily basis.
- Vendor shall deploy adequate vehicles to transport the waste. The vehicles should have all necessary compliance with the provisions of MV act.
- The Vendor shall deploy adequate manpower and vehicles to clear/collect/process the garbage without any delay.

Note: It is preferable to use Battery operated vehicles instead of diesel operated vehicles.

<u>Broad scope of work</u> – (utilization of the existing and new facilities)

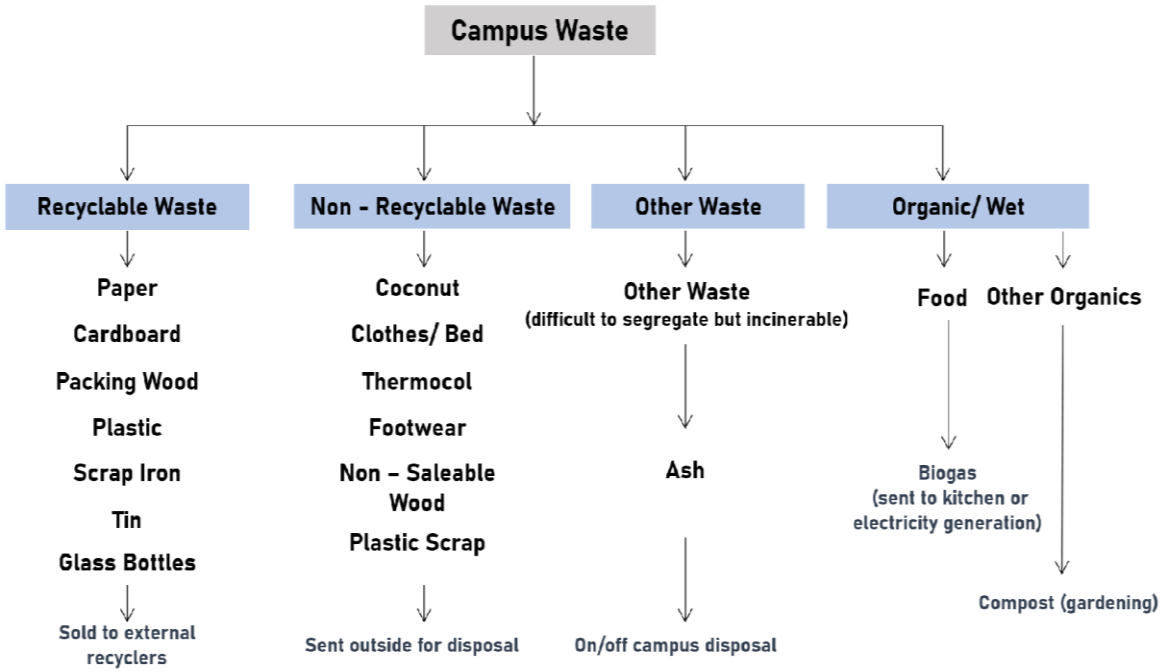
- The existing waste segregation-cum-compost facility shall be upgraded and converted into a facility of adequate capacity for handling, segregating, weighing and temporarily storing dry recyclables only. The dry recyclable waste, in its entirety, shall be processed, as mentioned above, in this facility only.
- The existing biogas digesters shall be operated as usual using the food waste generated from the dining halls.
- The wet organic waste shall be processed entirely in the phase 2 compost facility.

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

- The sanitary waste and garbage shall be incinerated in the existing and new incinerators. The ash shall be mixed with the vermicompost, if found suitable. Else, the ash shall be properly disposed of following environmental norms.

Sources and types of waste (broad classification):

I. Residential areas-unsegregated dry recyclables, wet waste (food and vegetables), sanitary waste
II. Hostel area- unsegregated dry recyclables, wet waste (food and vegetables), sanitary waste
III. Canteen area- unsegregated dry recyclables, wet waste (food and vegetables)
IV. Academic, administrative and other buildings-Segregated dry recyclables, unsegregated dry recyclables, wet waste (food and vegetables)
V. Garbage-from all the above sources as well as roads, lawn areas etc.,



भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Broad scope of work (operation)

I. Door-to-door collection in residential areas, floor-to-floor collection in hostels, academic, administrative, and other buildings, collection from common areas of above locations, roads, etc.,
II. The dry unsegregated recyclables from the above sources are to be collected transported, and temporarily stored at the central manual handling/segregation/storage facility of the campus before taking out of the campus by the vendor.

III. Source-segregated dry recyclables from academic, administrative, and other buildings are to be collected, transported, and temporarily stored at the central manual handling/segregation/storage facility of the campus before taking out of the campus by the vendor.

IV. Wet organic waste and vegetable waste are to be transported from the above sources to the new compost facility and are to be converted into vermicompost.

V. Food waste from the dining hall areas is to be transported to the biogas digester facility and are to be converted into biogas.

VI. Biogas is to be (a) sent back to the kitchen to be used as fuel, (b) used for electricity generation, which will be used to operate the SWM equipment and the excess electricity to be supplied to the grid.

VII. Sewage sludge from the existing STP is to be transported to the vermicompost facility and be composted.

VIII. Garbage and sanitary waste are to be incinerated in the existing/new incinerator following existing norms and the ash is to be mixed with biomass during composting if found suitable; else, shall be properly disposed of following environmental norms.

IX. Daily record of the following has to be maintained properly and submitted to IITH –
(a) waste generation (component wise),
(b) material fed to incinerators, compost facility, and biogas digesters,
(c) ash generated,
(d) biogas generated,
(e) electricity generated, electricity utilized in operating the SWM equipment, balance electricity supplied to grid,
(f) compost generated and handed over to the Green Office,
(i) materials transported to outside, if any,
(j) revenue earned by selling the recyclable items,
(k) operational issues, if any.

॥ नवोन्मेषेण देशनिर्माणम् ॥

The activities involved are broadly mentioned as under:

(i) Door-to-door collection of recyclable and non-recyclable waste from residential flats, floor-to-floor collection from all the sources within the Campus premises such as academic buildings and offices, ground floor collection for hostels, dining hall, canteen area, PG shed labs, and roadside garbage bins etc. wherever they are placed. It is mandatory that this activity shall be performed on daily basis preferably using battery-operated vehicles.

భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

(ii) Transportation of collected waste from the above locations to the central handling and storage facility by engaging motorable transport vehicles (auto trolleys/ tractor trollies/ dump trucks etc.) of adequate capacity.

(iii) Various types of waste generated by IIT Hyderabad are dry, wet, sanitary waste, packing material, and thermocol. The wet waste includes food waste and vegetable peelings from the dining halls, canteen,

and residential areas and the sludge that is generated from the sewage treatment plant. The recyclable materials expected in the dry waste are paper, glass, shredded paper, cardboard, packing wood, plastic, and scrap metal (Steel, aluminium and iron). A significant amount of thermocol is generated in academic and administrative buildings. Mattresses, pillows, and other items of daily use are also generated in the hostel areas. A considerable amount of garbage is also generated at different corners of the campus which may be incinerated in the existing incineration facility. The successful bidder shall be able to handle the above-mentioned effectively in an environmentally sound manner.

(iv) Facilities for manual handling, weighing, temporary storage, vermicomposting of waste, bio-methanation plants, and incineration plants will be provided by IIT Hyderabad. The bidder may inspect the site before submission of the bids.

(v) Food waste, generated from the dining halls shall be bio-digested in the existing bio-methanation plants, whereas all other organic wastes shall be managed at the compost facility.

(vi) Existing Facilities: Bio Digesters, Resource recovery park for vermicomposting and segregation and storage of recyclable waste, incinerators for to treat the 'non-recyclable and non-degradable' but 'incinerable' waste.

(vii) The successful bidder shall use the aforementioned facilities and maintain them in good condition. Any repairs required shall be performed by the bidder at its own expense.

(viii) The contractor shall pay IITH for the recyclable material collected from IITH campus at the rates specified in the tender document. <u>These rates will be enhanced by 5% every year</u>. The amount will be adjusted in the running bills of the contractor.

(ix) The Contractor / Agency should arrange the collection of waste in accordance with the timings suggested by the institute.

(x) Removal of dead animals from the IITH campus, when reported by the institute, shall also be carried out by the contractor and disposed of suitably.

॥ यत्नेनेन देशनिर्माणम् ॥

Important Instructions:

1. The Contractor shall adequately address the issues of pollution that may arise while operating the proposed technology. The Contractor shall submit the required report to the Pollution Control Board and obtain the necessary certificate from the Pollution Control Board.
2. The entire area where the dry and wet waste segregation and weighment is carried out shall be covered by CCTV by the vendor and the same shall be shared with IITH Authorities for continuous monitoring. The required CCTV equipment shall be installed and maintained arranged by the Contractor.
3. The contractor must maintain the daily records of
    a) Quantity of waste collected.

भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

b) Quantity of waste, component-wise, processed through the Biogas Digesters, Incinerators, and Composting Unit.
c) Quantity of biogas produced from the Biogas Digesters.
d) Quantity of electricity generated from the Biogas Digesters.
e) Electricity utilized to operate the SWM equipment and facilities,
f) Electricity supplied to grid
g) Quantity of ash generated during incineration of waste
h) Quantity of materials sent to outside, if any
i) Quantity of recyclable materials sold to authorized recyclers.
j) Revenue generated from the sale of recyclable materials.
k) Any other relevant operational data pertaining to the functioning of the waste processing facilities, as required by the Institute.

4. Nowhere the garbage/waste should be burnt in the open or dumped within the campus.
5. The contractor has to supply the required number of garbage bags of adequate capacity for the waste bins except for residential flats. Disposal of such used bags shall also be the responsibility of the contractor.
6. The work shall be executed/progressed continuously as per the directions of IITH **including Sundays and holidays**.
7. The Contractor is required to engage sufficient manpower and transport vehicles to collect and manage garbage on daily basis.
8. The transport vehicles engaged shall abide to all government rules and regulations.
9. In the event of improper management of the waste which affects the environment, health, and aesthetics, payment will be reduced from the bills (refer to the penalty clause) claimed by the contractor/agency.
10. All operations of the contractor shall comply with the security requirements of the Institute.
11. The entire area where the dry and wet waste segregation and weighment is carried out shall be covered by CCTV by the vendor and the same shall be shared with IITH Authorities for continuous monitoring. The required CCTV equipment shall be arranged by the Contractor.
12. The weighing machines and the weighing operations shall be continuously covered by CCTV and any downtime will attract a penalty. The CCTV footage will be continuously monitored by the IITH.
13. The weighment record shall be shared with IITH authorities daily for all kinds of waste generated, segregated and recycled in different facilities.
14. The contractor shall comply with environmental laws and EMS 14001-2004 guidelines. Contractor shall indemnify IITH from any loss arising due to non-compliance with any environmental laws.
15. If any damage is caused to the IITH property directly or indirectly during the execution of this work, the contractor shall repair the damage immediately, free of cost, failing which recovery will be made from the contractor's bill to that extent on actuals by engaging a third party.

॥ नवोन्मेषेण देशनिर्माणम् ॥
Indian Institute of Technology Hyderabad

16. The tenderer/contractor is deemed to have studied the geography of the area and understood the scope of work clearly. The tenderer/contractor must visit the site during working hours and meet the authorized representative of the institute to familiarize himself with the area and scope of work.
17. The Contractor shall ensure compliance with various legal obligations as may be applicable, under the Factory Act, Minimum Wages Act, EPF Act, ESI Act, Employment Liability Act 1938, Workmen Compensation Act 1923, Industrial Dispute Act 1947, Maternity Benefit Act 1961, Contract Labor (R & A) Act 1970 and modifications thereon and other laws relating thereto and the rules made thereunder from time to time.
18. The Contractor shall adequately address the issues of pollution that may arise while operating the proposed technology
19. Payment of necessary Provident Fund / ESI Contributions of the employed personnel will be made by the Contractor as per applicable rules.
20. The Contractor shall be responsible for adherence to all applicable acts, rules and regulations of the State and Union Government and shall absolve of and indemnify the Institute for any violation.
21. It shall be the responsibility of the contractor to obtain all necessary licenses, permits, and environment clearances as may be required from the Central or State Government authorities for all operations under the scope of the contract.
22. Contractor will be required to execute an agreement in the prescribed format before the award of the contract.
23. Subletting of Contract either in whole or part shall not be permissible.
24. The Contractor shall have to issue appropriate photo ID card to all his staff working in the said contract and shall abide by the regulations of the Security Office of the Institute.
25. Water and Power will be provided by IITH at Free of Cost. However, the consumption shall be measured to restrict any overuse.

Type of recyclable material generated from the campus including rates for the material which shall be paid by the contractor towards the purchase of recyclable material is tabulated below:

RATE SCHEDULE FOR RECYCLABLE MATERIALS*

Sl. No.	Type of recyclable material	Rate (INR)
1.	Paper waste	15 per Kg
2.	Shredded paper waste	25 per Kg
3.	Cardboard waste	21 per Kg
4.	Packing wood waste	21 per Kg
5.	Plastic waste	17 per Kg

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

6.	Scrap metal (steel) waste	63 per Kg
7.	Scrap metal (aluminium) waste	135 per Kg
8.	Scrap iron	32 per Kg
9.	Glass bottles	3.5 per Kg
10.	Copper items	650 per Kg
11	Fluorescent Bulbs	30 per Kg

* ***The rates applicable to recyclable materials shall remain fixed throughout the contract period and shall not be subject to any revision or escalation.***

TERMS OF PAYMENT

1. Payment will be made for the actual executed work on monthly basis after receipt of the bill along with all necessary supporting documents.
2. Payment will be made in *INR* within 15 working days of submission by the Contractor of invoice with all necessary supporting documents and certification by Authorized Representative of IIT Hyderabad.
3. The payment will be made by IIT Hyderabad to the contractor after deducting statutory deductions, taxes, GST etc., as applicable on the last day of the bid submission.

Levy/Taxes payable by Contractor

(i) GST or any other tax, levy or Cess in respect of input for or output by this contract shall be payable by the contractor and the Institute shall not entertain any claim whatsoever in this respect except as provided elsewhere.

(ii) If pursuant to or under any law, notification or order any royalty, cess or the like becomes payable by the Institute and does not any time become payable by the contractor to the State Government, Local authorities in respect of any material used by the contractor in the works, then in such a case, it shall be lawful to the Institute and it will have the right and be entitled to recover the amount paid in the circumstances as aforesaid from dues of the contractor.

Conditions for reimbursement of levy/taxes if levied after receipt of Tenders

1. Taxes and Duties:

(i) The rates quoted by the Contractor shall be inclusive of all taxes, levies and cesses, including GST, as applicable on the last stipulated date for submission of the tender, including any extension thereof.

(ii) No adjustment in the contract price shall be made on account of any increase or decrease in the rates of GST or any other tax, levy or cess applicable to the inputs used by the Contractor for execution of the work.

॥ नवोन्मेषेण देशनिर्माणम् ॥
ಭಾರತೀಯ ತಂತ್ರಜ್ಞಾನ ಸಂಸ್ಥೆ ಹೈದರಾಬಾದ್
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

(iii) However, any increase or decrease in the rate of GST, or the imposition or withdrawal of any other tax, levy or cess applicable to the works contract (output) after the last stipulated date for submission of the tender shall be adjusted in the contract price, as applicable.

(iv) In the case of any tax (other than GST), levy or cess imposed or revised after the last stipulated date for submission of the tender, the Institute shall reimburse the additional amount only where the Contractor is legally liable to pay such tax, levy or cess and produces satisfactory documentary evidence of such payment.

(v) No reimbursement on account of any increase in GST or any other tax, levy or cess shall be admissible for the period of delay attributable solely to the Contractor, as determined by the Institute.

2. The contractor shall keep necessary books of accounts and other documents for the purpose of this condition as may be necessary and shall allow inspection of the same by a duly authorized representative of the Government and/or the Institute and shall furnish such other information/document as the Institute may require from time to time.

3. The contractor shall, within a period of 30 days of the imposition of any such further tax or levy or cess, or variation or repeal of such tax or levy or cess give a written notice thereof to the Institute that the same is given pursuant to this condition, together with all necessary information relating thereto.

4. **Price Escalation**: The rates quoted by the bidder shall be final and applicable throughout the duration of the contract. Escalation of prices shall not be applicable.

PENALTY PROVISIONS

In the opinion of the Institute, if the contractor fails to execute the services as per the terms mutually agreed upon and entered in the agreement/contract to the satisfaction of the Institute, the Institute has the right to take the following actions.

(i) Imposition of suitable fines on each occasion of breach of the terms of the contract, which shall be recoverable from the monthly bills payable to the contractor

(ii) Forfeiture of Security Deposit either partly or fully.

(iii) Termination of contract by giving three months' notice.

(iv) In the event that any statutory authorities impose any punishment or fines etc., and if the Institute is made a party in such penal action the Institute has got the authority to keep the security deposit etc., with it until it is proved to the satisfaction of the Institute that such penal actions are ceased. Such penal actions may be a reason for the termination of the Contract.

The following defaults will attract penalty.

a) Frequency of operations not complying with the tender requirements

b) Deploying inadequate manpower and equipment.

c) Improper handling of waste treatment facilities such as facility for weighing waste, segregation facility, bio-methanation facility, incinerator facility, and vermicomposting facility.

d) Unhygienic practices that may affect environment and public health.

॥ तत्त्वज्ञानं देशनिर्माणम् ॥
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

e) Flouting security rules.
f) Spilling of waste within the premises.
g) Failure to collect waste from the bins within prescribed timelines.
h) Deficiencies in segregation process.
i) Incorrect reporting of waste generated on daily basis
j) Non-functioning of CCTV to verify the measurement of waste generated
k) Non-functioning of weighing machine and
l) Failure to adhere to prescribed calibration schedule
m) Inflating the weight of the waste generated

For every default to be recorded on daily basis during the billing cycle, a penalty of **Rs.500/-** per occurrence will be levied and deducted from the monthly bill of the contractor.

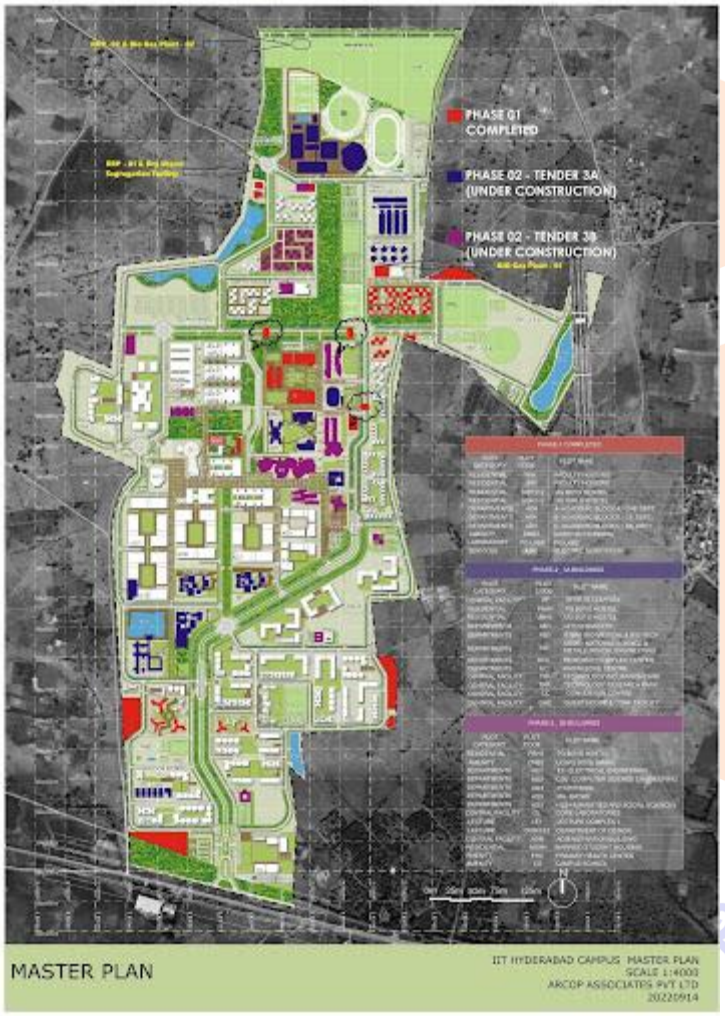
For any act of inadequate performance of contract not specifically stated herein, the penalty shall be deducted from the monthly Bills or from the Security Deposit the person authorized by the Institute will determine the penalty based on the merits of each act after providing an opportunity to the Service Provider.

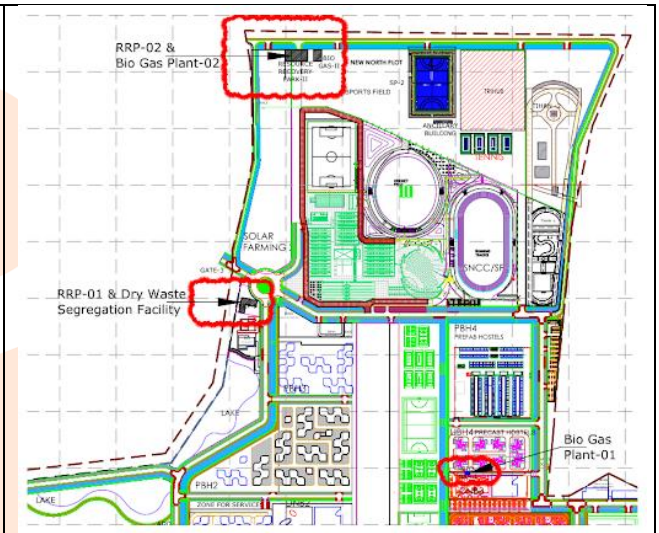
1. In the event of the Service Provider failing to execute the work under contract in whole or in part an alternative arrangement will be made by the IITH totally at the cost & risk of the Service Provider besides any suitable fine /penalty.
2. The top management representatives of the successful bidder shall attend meetings whenever convened by IIT Hyderabad. Failure to attend such meetings without valid justification shall result in withholding of service charges, in addition to a penalty of 25% of the applicable service charges
3. The representative of the successful bidder shall attend monthly meetings at IIT Hyderabad along with its field officer.
4. The contractor shall strictly comply with all applicable Labour Codes, Rules, and Regulations in force, including the Labour Codes, 2025, and any amendments thereto. The contractor shall be solely responsible for ensuring full compliance with all statutory obligations relating to wages, social security, working conditions, safety, and the welfare of labour engaged for the work.

TERMS AND CONDITIONS:

I. The Contractor has to ensure a clean environment by removing all sorts of waste from the designated areas (i.e., waste collection points) of the IITH campus **on a daily basis** round the year and ensure proper disposal of the waste; excluding construction waste.
II. An indicative process plan is given below for understanding the tender requirements for handling the operations. This is a suggested schematic and the bidder may come up with his methodology to serve the purpose.
III. A map of IITH campus is provided below showing the solid waste management facilities. However, bidders need to verify the sources of waste generation by visiting the site.
IV. In addition to the building, the successful bidder also needs to clean the roadside bins (not shown on the map) on a daily basis

V. The successful bidder needs to utilize the existing Bio Digesters, Incinerators, waste segregation and compost facilities (marked on the map) to the maximum possible extent.





भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

SPECIAL TERMS AND CONDITIONS

1. Period of Contract

The contract will be for a period of one (1) year initially with a trial period of 3 (three) months. If the services during the trial period are satisfactory, the contract will be renewed for the remaining period of 9 (Nine) months. In case the services during the trial period are not satisfactory, the contract will be terminated with One-month notice. The IITH may renew/extend the contract to such further period (s), as it may deem proper and in any case not exceeding three years from the date of commencement of work, having regard to the quality and manner of the contractor's performance. However, it shall be with consent/written request by the contractor in this regard.

2. Eligibility Criteria

a) The tenderer should be a registered Service Provider/firm/company/co-operative society having a valid license under the Contract Labour Act and should furnish proof of his experience of providing Solid Waste Management services in Government/Private Organizations / Public Sector Undertakings /R&D organizations / Educational institution of repute/ large hospital or any other similar organization of repute. (Joint ventures/ Consortium and Special Purpose Vehicles (SPV) are not accepted).

b) **The bidder shall be a legally registered entity/firm and shall possess all registrations, licences, permissions and authorisations applicable for execution of the scope of work under the Solid Waste Management Rules and other applicable environmental, labour and statutory regulations**. Wherever the scope involves processing, recycling, treatment or disposal of solid waste, the bidder shall possess valid authorization/consent from the Telangana State Pollution Control Board or the competent authority, as applicable

c) The bidders shall have and submit details of experience in providing similar work at least for a period of a minimum of two years in central/ state Govt Academic Institutions/ Offices/ Reputed private organizations, in last 7 (seven) years ending previous day of last date of submission of bid along with documentary proof such as copies of completion certificates.

d) The bidder should have satisfactorily completed the following works in last 7 (seven) years ending previous day of last date of submission of bid. For this purpose, cost of work shall mean gross value of the completed work including cost of material supplied by the Government/client but excluding those supplied free of cost: -

   i. Three similar works each of value not less than 40% (40 Lakhs) of estimated cost; or
   ii. two similar works each of value not less than 60% (60 Lakhs) of estimated cost; or
   iii. one similar work of value not less than 80% (80 Lakhs) of estimated cost;

e) Bidders should have executed the following quantities of work in at least one single location during the last 7 years.

   (i) Segregation, sorting and sending the recyclable waste category waste for further process
   (ii) Processing of Organic waste by composting methodologies
   (iii) Processing of food waste to generate biogas through bio-methanation
   (iv) Processing of food waste to generate biogas and then to generate electricity.
   (v) Disposing non-biodegradable and non-recyclable waste by thermal treatment/incineration.

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

f) Type & Quantity of Work executed:

Segregation, sorting and sending the recyclable waste category waste for further process	Min. 1 (One) Metric Tonne per day	The certificate of experience to be furnished from the organizations where they have executed the said work. Certificate should clearly indicate the nature of work executed by the bidder along with average quantity of work executed per day with the clear bifurcation of (quantity of waste segregated, organic waste, food waste, non-biodegradable & non-recyclable waste) along with sample images for each of the operation.
Processing of Organic waste by composting methodologies	Min. 1 (One) Metric Tonne per day	
Processing of food waste to generate biogas through biomethanation	Min. 0.5 (Half) Metric Tonne of waste per day	
Processing of food waste to generate biogas and then to generate electricity	Min. 1.0 (One) Metric Tonne of waste per day	
Disposing non-biodegradable and non-recyclable waste by thermal treatment/incineration.	Min. 0.5 (Half) Metric tonne waste per day	

g) The successful bidder shall demonstrate, through documentary proof of similar works satisfactorily completed in the last seven (7) years, that it possesses the requisite expertise in the operation and maintenance of biogas digesters as well as in the generation of electricity from biogas and its subsequent utilization/export to the grid. Where the bidder does not possess such expertise in-house, it shall enter into a formal agreement (MOU) with a specialized third-party agency having the requisite experience in these areas, and shall submit a true copy of the signed agreement along with documentary proof of the associated agency's experience as part of its bid; the main bidder shall, notwithstanding any such association, remain fully and solely responsible to IIT Hyderabad for the satisfactory execution of this scope of work. This should not be treated as Joint Venture / Sub-letting. IITH will not have any liability / obligation towards any third party.

h) Similar work in the point C, shall mean "Providing Solid Waste Management Services including Door to Door Collection, Segregation, Transportation, Processing and Disposing of Garbage collected and shall have experience in processing the collected waste by below mentioned methodologies:

(i) Processing organic waste by composting methodologies (bio composting and vermicomposting) to produce nutrient-rich compost by microbes and earthworms.

(ii) Processing food waste to generate biogas through biomethanation and then to generate electricity

(iii) Segregating, Storing and Sending the Recyclable waste category-wise (like paper, cardboard, plastic, glass, metal, etc.), to the authorized recyclers.

(iv) Disposing non-biodegradable and non-recyclable waste by subjecting the same to thermal treatment by means of an incineration plant."

భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

i) The successful bidder shall demonstrate, through documentary proof of similar works satisfactorily completed in the last seven (7) years, that it possesses the requisite expertise in the operation and maintenance of biogas digesters as well as in the generation of electricity from biogas and its subsequent utilization/export to the grid.

j) Qualified similar works may be physically inspected by officers/ Expert Committee of IIT Hyderabad to ascertain the completion, performance and quality of works for finalizing technical bids.

k) Copy of work order and/or self-certified certificate will not be accepted as certificate of experience. If any document other than certificate of experience is produced, such document will not be accepted as relevant. Tenders not accompanied by certificates of experience issued by the client will be automatically disqualified.

l) **Eligibility Criterion for the Manpower:**

S.No.	Post Category	Qualification & Experience
1	**Coordinator**	Degree in Environmental Science, Environmental Engineering, Civil Engineering, Public Health, Waste Management, or a related field.
2	**Supervisor**	**Minimum:** 12th pass. **Preferable:** Diploma in Environmental Science, Environmental Engineering, Civil Engineering, Public Health, Waste Management, or a related field. **Experience:** 3 years or more in solid-waste management, housekeeping supervision, municipal sanitation, waste collection/transportation, or similar institutional operations. **Training**: Certified training in Solid Waste Management, source segregation, composting, recycling, occupational health & safety, and relevant waste-management rules, Health Sanitary Inspector (NSQF) **Skills**: Ability to supervise housekeeping/waste workers, maintain daily records, monitor segregation, coordinate collection and transportation, and prepare reports,
3	**Worker**	A Literate

॥ नवोन्मेषाय शीलमाय्यम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

3. Annual Turnover:

(i) The service provider should have an annual turnover in the last three years (2023-24, 2024-25, 2025-26) not less than Rs. Thirty Lakhs (30 Lakhs), a valid certificate from the Chartered Accountant (with validated UDIN No.) should be submitted in this regard.

(ii) The service provider should not have incurred any loss (profit after tax should be positive) in more than two years during the last five consecutive years ending, duly audited and certified by the Chartered Accountant.

4. Bid Evaluation Process

Evaluation Criteria

The details submitted by the bidders will be evaluated in the following manner:

The initial criteria for eligibility prescribed under eligibility criteria in respect of experience of similar class of works completed, bidding capacity and financial turn over etc. will first be scrutinized and the bidder's eligibility for the work will be determined.

Only those bids submitted with the duly signed Campus Visit Declaration along with their bid on the GeM portal shall be considered for Technical Evaluation.

Evaluation of Technical Proposal

In the first stage, the Technical Proposal of tenderers will be evaluated as per the evaluation criteria.

The bidders who will qualify the minimum eligibility, technical and financial criteria shall be shortlisted and eligible for opening of financial bid.

The evaluation team may opt to visit the sites mentioned by the bidder as experience of similar works. The bidder shall facilitate such visit for inspection and for interaction of the evaluation team with the clients.

Evaluation of Financial Proposal

a. In the second stage, the financial evaluation will be carried out for technically qualified bids.
b. For financial evaluation, the total cost indicated in the Financial Proposal will be considered.
c. The Institute will determine whether the Financial Proposals are complete, and unconditional.
d. The cost indicated in the Financial Proposal shall be deemed as final. Omissions, if any, in financial quote shall not entitle the Tenderer to be compensated and the liability to fulfil its obligations as per the terms and conditions of tender within the total quoted amount shall be that of the Tenderer. The tenderer whose financial bid is the lowest (L1) will be the successful bidder.

Selection of contractor:

a. Technically qualified tenderer whose financial bid is the lowest may be selected to provide the services.
b. A Committee constituted by the Institute shall evaluate the tenders. The decision of the Committee in the evaluation of the Tenders shall be final. No correspondence will be entertained outside the process of negotiation / discussion with the Committee.
c. Any approach from the tenderer or his representative, trying to influence the decision on the tender, officially or otherwise, shall render the tender liable to be summarily rejected. The Committee has been empowered to take the final decision regarding the tender.

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Note:

Even though any bidder may satisfy the above requirements, he would be liable to disqualification if he has:

(i) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
(ii) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses etc.

Experience in Solid Waste Management Works highlighting experience in similar works.

Bidder should furnish the following:

1. List of all works of similar nature successfully completed and under execution during the last seven years as mentioned in the Annexure K.
2. Particulars of completed works and performance of the applicant duly authenticated/certified by an authorized official should be furnished separately for each work completed or in progress in QAS in Annexure B
3. If required IITH Officer (s) may inspect the eligible works as submitted by the agency. The bidder shall coordinate such inspections and provide all necessary documents, information as desired by the visiting officer (s).

Opening of the Financial Bid

After evaluation of applications, a list of short-listed agencies qualified in technical evaluation will be prepared. Thereafter, the financial bids of only the qualified and technically acceptable bidders shall be opened. The validity of the tenders shall be 90 days and shall be reckoned from the date of opening of the Technical Bid.

Award Criteria

The employer reserves the right, without being liable for any damages or obligation to inform the bidder, to:
Amend the scope and value of contract to the bidder. Reject any or all of the applications without assigning any reason. Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

5. Reasonability of Quoted Price:

i. **Uniform: the bidder must provide the workers with uniform and adequate safety gears like footwear, goggles, gloves, masks, helmets, and other accessories.**

ii. **<u>Quoting unduly lower rate of Quoted Price</u>:** The Service Provider has to quote the price that takes care of TDS, expenditure towards uniform and adequate safety gears like footwear, goggles, gloves, masks, helmets, identity cards and other accessories and all the statutory charges relating to this contract, etc.; and reasonable margin thereafter. The Institute has responsibilities as Principal Employer and would like to ensure that unduly lower rates of Quoted Price will not lead to complaints from workers regarding delay in payment, improper reduction in wages, seeking monetary return by the Service Provider from the workers, etc. thereby affecting the performance of the workers.

iii. Details of expenditure vis-à-vis service charges: With a view to prevent instances briefly stated above, the Service Provider has to submit details of expenditure in Annexure-C along with documentary evidence like Estimates in support of expenditure, along with the price bid.

iv. Decision on reasonability of service charge: Institute reserves right to take a view on the reasonability of the rate of Quoted Price. The decision of the Institute in this regard shall be final and binding. No representation will be entertained and replied to.

6. Representative/Field Officer/Supervisor:

4. The Service provider shall appoint or deploy his representative/field officer at IITH possessing the mentioned qualifications & fluent in English and regional language, both writing and spoken, Knowledge of Hindi is preferred, whose wages shall not be less than the minimum wages under skilled category. **These wages are to be borne by the Service Provider.**
5. The representative/field officer shall report daily to the concerned at IITH and take instructions for the work to be done. A Register shall be maintained exclusively for this purpose. She/He shall preserve the said book and produce the same as and when required. She/He should approach the concerned Section, if he needs any instructions/help or has any difficulties. She/He should be available all the time at the work site during the course of his work. The Field officer is required to record attendance through biometric system without exception.
6. The Representative/Field Officer employed by the Service Provider shall be responsible for allocating duties and extracting work, managing work, maintenance of accounts.
7. The Service provider shall depute experienced persons for execution of the job.
8. The Service Provider shall pay his workers' wages not less than the higher of the minimum wages fixed by the Central Govt. and all other statutory dues like EPF, ESI, bonus, etc. (wherever applicable), throughout the tenure of contract.
9. In the event of local problems arising while discharging the functions at IITH the Service Provider will deal with them appropriately and he will not bring IITH on the scene for such matters.

Report:

The Service Provider shall maintain category-wise maintenance registers. The register should specify the work allotted and completed with date and time duly signed by the Supervisor/Field Officer of the Service Provider. The registers should be submitted to Administration In-charge/Hostel In-charge for perusal and signature on a daily basis.

Attendance: The deployed workers should attend daily. Unauthorized absence will be viewed seriously.

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

General Terms and Conditions

(Please read the following carefully and give acceptance for the same in the prescribed format and submit along with the Technical Bid)

1. The tenderers should read all the instructions, terms & Conditions, contract clauses, nomenclature of items, specifications etc. contained in the tender documents very carefully, before quoting the rates.
2. The agency shall quote the rate for complete scope of work in both words and figures in the financial bid.
3. The bidder shall quote his rates keeping in mind the scope of work, specifications, terms & conditions, additional conditions and special conditions etc. and nothing shall be payable extra whatsoever unless otherwise specified.
4. In the event of the tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney should be produced with the tender and it must be disclosed that the firm is duly registered under the Indian partnership act, 1952.
5. The bidder shall quote their rates considering all prevalent taxes/ cess like GST, or any other tax on material /work as applicable and nothing extra shall be paid to the contractor on this account. IIT Hyderabad (the Institute) shall deduct Workers Cess or any other tax as applicable, from the bills & final bill. However, the contractor shall pay GST to the concerned authorities directly as per prevailing rules.
6. TDS as applicable shall be deducted from all bills of contractor.
7. The tender which is not duly signed by authorized signatory or with conditions shall be treated as non-responsive and shall be summarily rejected.
8. The tenderer submitting tender would be deemed to have inspected the IITH Campus, considered and accepted all the terms and conditions of tender. No verbal or written enquiries will be entertained in respect of acceptance or rejection of the tender.
9. In case the tender opening date happens to be declared as a closed holiday, the tenders will be received and opened on the next working day without any change in timings.
10. All works shall be executed as per detailed specifications and as directed by an officer/official nominated by the Director.
11. In case the Service Provider fails in fulfilling the obligations fully and in time, the IITH shall have the absolute right to take up the work at the Service Provider's cost and risk and recover any and all such expenses from the amounts due to the Service Provider including Security Deposit. The Institute shall have the right to impose penalty commensurate with the fault and amount towards damages if any, shall be recovered from the bill.
12. As the Institute core business is providing academic and research services, the Service provider shall ensure that no worker participates in any trade union activities or agitation on the premises of the Institute. Forming or joining of any Union/Association by the workers of the contractor is strictly prohibited. Any workers involved in such activities shall be immediately replaced.
13. All letters/emails posted to the Service Provider at the address given by him will be considered to have been delivered in time.
14. If it is observed at any stage that the quality of the work is not satisfactory, the contract/ work order as a whole may be terminated, and Security deposit forfeited. The Service Provider will have no claims whatsoever on the IITH.

॥ नवोन्मेषण दीक्षानिर्माणम् ॥
Indian Institute of Technology Hyderabad

15. In case it is found at a later date that the work done is of inferior quality and proper action was not taken at the time of execution of the work, the Service Provider shall remain liable to pay compensation to the Institute for the inferior works as determined by the IITH and in case all payments have been made to the Service Provider for this work, this amount may be deducted from any sum due to the Service Provider on any other work within the Institute.
16. Service Provider will be fully responsible for any accident or mishaps involving workers engaged by the Service Provider and the Service Provider would pay claims made by these victims. The Service Provider shall indemnify the IITH from any claims arising out of accidents, disabilities of any nature or death or arising out of provisions under law, or any other nature in respect of all workers engaged by the Service Provider. The Service Provider will fully indemnify IITH against all claims in this regard.
17. The Service Provider shall abide by all laws and regulations and statutory obligations in force from time to time including New Labour Code & Laws and shall indemnify the IITH from any claims in this regard.
18. The Service Provider shall be responsible for ensuring compliance with the provisions related to New Labour Code & Laws [Central] and specially Workmen Compensation Act, EPF Laws, ESIC Laws, Income tax laws and Central Minimum Wages Laws, Contract Labour (Regulations Abolition Act) and any other relevant acts as applicable at present or in future (Uniform Labour Code) during the tenure of the Contract and as may be enforced from time to time. Onus of compliance of all the applicable Laws/Acts/Rules/Bye-Laws/Regulations/Standards/Guidelines/Notification/Recommended Practices, etc. shall rest with the Service Provider only and the IITH will not be liable in any manner.
19. Any liability arising on the IITH shall be deducted from the bills of the Service Provider and if the full amount is not recovered then the same shall be recovered from the security money of the Service Provider. There would be no liabilities towards the workers of the Service Provider by the IITH.
20. The Service Provider is required to post his authorized representative at the site of the work who shall receive the instructions from the Officer to be nominated by the Director of the Institute from time to time. All such instructions received by the authorized representative on behalf of the Service Provider shall be deemed to have been received by the Service Provider within the scope of this work order.
21. The Service Provider shall be liable to pay compensation for any loss & damage caused to the property of the IITH or its Staff Members/Students/Visitors by the Service Provider or his workers.
22. The Service Provider shall be personally responsible for the conduct of his staff and in case of any complaint against any of his staff; the Service Provider will be under an obligation to replace the worker concerned within 24 hours when instructed by IITH authority. The Service Provider shall observe all the laws and will be responsible for any prosecution or liability arising from breach of any of those laws. The IITH will not have any responsibility with regard to staff on the role of the Service Provider whatsoever.
23. The Service Provider shall be fully responsible for providing leave benefits, weekly off, National & Festival holidays etc., to the personnel deployed and as and when any of personnel comes late or proceeds on leave or absents himself/herself, it will be the prime responsibility of the Service Provider to provide a suitable substitute.
24. The service of the workers is required on all days in a month irrespective of holidays and they should be prepared to work on shifts as may be required. The Service Provider has to ensure proper attendance and proper weekly off of the personnel deployed.
25. The persons deployed by the Service Provider should be reliable, trustworthy, alert and efficient.

॥ नवोन्मेषेण देशनिर्माणम् ॥
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

26. The persons deployed for work should not be involved in any police case or any case should not be pending against them.
27. The Service Provider will be required to submit a list of the workers being deployed with their Bio-data, photo ID, address proof, police verification certificate. The Service Provider shall be solely responsible for the credentials/ acts of his staff /workers.
28. The contract personnel shall undergo medical examination at the expense of the Service Provider to ensure that they are free from any communicable diseases and medical examination certificate to be furnished as and when called for as and when required by the Institute.
29. The Service Provider shall consider the existing personnel engaged by the current service provider and should have minimum literacy level i.e. a pass in Standard VIII to the extent possible.
30. The Service Provider should not be an employee of IITH, or any other central/state Government. He should submit a declaration to this effect.
31. The Service provider and his staff will make their own residential arrangement outside the premises of the IITH. No one will be granted permission to stay in the Institute/Hostels during night or during non-functional hours.
32. The Service Provider's staff are not allowed to eat in the hostel mess at any point of time.
33. The Service Provider shall not lease or sub-contract the whole or any part of the contract to anybody.
34. All the workers, including Field Officers engaged by the Service Provider should give their attendance through the designated biometric machines installed in the campus. Apart from this the Service Provider must maintain daily attendance registers to keep record of the personnel on duty and a record of the work done at IITH.
35. The Service Provider shall provide replacement of personnel, in case of absenteeism, casual/sick leave, etc., so as to ensure full staff at all times. In case of absence/leave by any particular person, the Service Provider shall make alternate arrangements immediately.
36. That payment on account of enhancement/escalation charges on account of revision in wages and statutory payments like EPF/ESI contributions, and applicable taxes only by the appropriate Govt. (Central/State) from time to time shall be payable by the IITH to the Service Provider. No escalation of percentage of Service Provider's Service Charges shall be admissible during the term of the contract.
37. The Service Provider shall ensure the level of service required is of the highest professional standard and shall ensure full compliance to the terms and conditions of the Contract.
38. The Service Provider shall deploy workers to emergency works in time. No extra payment will be made for working on odd hours for emergency works. The Workers will not be allowed to leave the premises during the working hours without prior written approval from the concerned office of IITH.
39. The Service Provider's workers will be present in the premises and carry out duty for the entire eight hours of a shift excluding lunch recess in shifts / staggered duties as assigned by respective in charges.
40. The Service Provider shall cover its personnel for personal accident and death whilst performing the duty and IITH shall own no liability and obligation in this regard.
41. The Service Provider shall also provide at its own cost all benefits statutory or otherwise to its deployed personnel and the Buyer shall not have any liability whatsoever on this account.
42. The Service Provider shall employ only workers who has completed eighteen years of age.

॥ नवोन्मेषेण देशनिर्माणम् ॥
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

43. The Service Provider shall not deploy or shall discontinue deploying the person(s), if desired by IITH and must ensure prompt replacement of the personnel without any additional cost to IITH. The personnel being deployed shall ordinarily be continued and should not be changed without written intimation and consultation with IITH.
44. Adequate supervision shall be provided to ensure correct performance of the services in accordance with the prevailing requirements agreed upon between the two parties.
45. In an event that the Service Provider fails to deliver or fails to carry out tasks as per schedule due to absence of personnel or experience or any other reasons, the Service Provider at his own cost shall make alternate arrangements by providing similar services for which agreement is entered into, without any extra charges. Failure to do so will evoke deductions and IITH shall have the right to recover damages as per the provisions of the Contract.
46. The Service Provider shall be personally responsible for any theft, misconduct and /or disobedience on the part of personnel so provided by him.
47. The Service Provider shall be fully responsible for the acts of their employees/ agents/ representatives / consultants/ team members and shall fully indemnify IITH for any kind of losses or damages caused by its employees/ agents/ representatives/ team members/ consultants. IITH shall not be responsible for any claim from any employees/ agents/ representatives /consultant / team member employed or engaged by the Service Provider. The Service Provider shall wholly and fully be responsible for any such claims.
48. In the event of local problems arising while discharging the functions at IITH the service provider will deal with them appropriately and he will not bring IITH on the scene for such matters.
49. COMMENCEMENT OF WORK: The Service Provider is required to start the work with effect from the date indicated by the Institute. In case it is found that the work has not been taken up from the date as indicated, the IITH at its sole discretion may cancel the Work Order and the EMD Security Deposit shall be forfeited without any further reference to the Service Provider.
50. The IITH with the consent of the service provider may modify terms and conditions of the contract as and when necessary, without affecting the basic nature of this contract.
51. When a bid price w.r.t scope of work appears so low, a concern is raised as to the capability of the bidder to perform the contract at the offered price, Institute may seek justification of price from the bidder with detailed price analysis of the bid price. If after evaluating the price analysis, the Institute determines that the bidder has substantially failed to demonstrate its capability to deliver the contract at the offered price, the said bid(s) will be rejected.
52. The successful bidder would be required to execute a contract agreement with IIT Hyderabad on a Non-Judicial stamp paper of Rs.200/- (Rupees Two Hundred Only) within 15 days of commencement of contract.
53. The Bidder shall submit an Integrity Pact Agreement as given in the Annexure-H on a Non-Judicial stamp paper of 100/- (Rupees One Hundred Only).
54. Intending bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground, the form and nature of the site/Campus, the means of access to the site/Campus, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra claims / payments consequent on any misunderstanding or otherwise shall be allowed.

भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

55. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools, access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents.
56. If any information furnished by the applicant is found incorrect at a later stage, he shall be liable to be debarred from tendering/taking up of works in IIT Hyderabad. The Institute reserves the right to verify the particulars furnished by the applicant independently.
57. This work required engaging more than 20 no's of labourers / workers and therefore all necessary licenses/ registrations such as labour license, EPFO, ESI, etc., shall be taken by contractor within the time limit prescribed in General Rules and Direction of the Bid Document.

58. **PAYMENT TERMS:**

i. No advance payment in any case would be made.
ii. The payment shall be made as per order. The prices quoted shall be complete covering all aspects.
iii. The Service Provider will be responsible for making the payment of wages directly to its workers by 7th of every month from his own sources and subsequently raise the bill for reimbursement which will be verified on the basis of actual amount disbursed and attendance etc. The Service Provider shall make payment to the workers by depositing the payment towards the wages in their bank accounts and submit the bank details/ECS statement duly certified by the bank, to the office with the bill for verification. The bill shall also carry the duly certified copy of EPF and ESI challans for the same month for which the bill has been raised for payment. The claim bill shall be submitted to the Officer-in charge of the Institute for certification for pro-rata payment. The officer on receipt of the bill will check the work record and thereafter accordingly certify the bill for payment.
iv. All the Bills should be submitted on printed forms, duly signed and pre-receipted in triplicate/duplicate. Based on the requirement, the service provider must raise multiple invoices based on the location of services/source of funds.
v. The Service Provider will be paid monthly upon submission of bills within first week of the succeeding month, in triplicate, along with the attendance sheets and certificates of satisfactory performance of work form the concerned officer of the IITH. A certificate to the effect that all labour laws including EPF, ESIC payments, etc., are being followed must be furnished with proof along with the bill for payment. Payment would be made to the Service Provider/Firm/Agency within 15 (fifteen) days of receipt of the bill, directly into the bank account of the Firm/Agency, TDS and any other Government levies applicable on bills as per Government Instructions/notifications issued from time to time shall be applicable and deductible from the Service Provider's bills.
vi. The Service Provider would be required to ensure the payment of its workers by 7th of every month and there should be no linkage between this payment and settlement of the Service Provider's bill from the IITH.

59. Security Deposit:

The successful bidder will have to submit a performance guarantee of 5% of the annual value of the contract (security deposit) in the form of Demand Draft or bank guarantee within 20 days of commencement of the contract. The Performance Guarantee shall cover the entire period of contract and shall remain valid for a period of 60 days beyond the period of contract. If the contract is further extended beyond the initial period, the PBG will have to be renewed for the extended period.

भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

60.Cancellation of Contract:

i. Notwithstanding any other provisions in this contract, the IITH reserves the absolute right to terminate the contract forthwith if it is found that continuation of the contract is not in public interest. The service provider is not eligible for any compensation or claim in the event of such cancellation.

ii. If at any later date, it is found that the documents and certificates submitted by the Service provider are forged or have been manipulated, the work order issued to the Service provider shall be cancelled and Security Deposit issued to the IITH shall be forfeited without any claim whatsoever on IITH and the service provider is liable for action as appropriate under the extant laws.

iii. The IITH reserves the right to terminate the contract without assigning any reason by giving a notice of three months. The Service Provider will also have to serve a notice of three months, if he wishes to terminate the contract.

iv. The Bidder shall submit an Integrity Pact Agreement as given in the Annexure-H.

61. Force Majeure:

i. In the event of either party being rendered unable by Force Majeure to perform any obligation required to be performed by them under the CONTRACT, the relative obligation of the party affected by such Force Majeure shall be suspended for the period during which such cause lasts. The service provider is not bound to provide services without break in such a situation. Similarly, the Institute is not bound to make payments to the service provider without appropriate deductions towards absence of services

ii. The term “Force Majeure" as employed herein shall mean acts of God, War, Civil Riots, Fire directly affecting the performance of the CONTRACT, Flood and Acts and Regulations of respective government of the two parties, namely IITH and the SERVICE PROVIDER.

iii. Upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing, the beginning of the cause amounting to Force Majeure as also the ending of the said clause by giving notice to the other party within 48 hours of the ending of the cause respectively. If deliveries are suspended by Force Majeure conditions lasting for more than 2 (two) months, IITH shall have the option of cancelling this CONTRACT in whole or part at his discretion without any liability at his part. Time for performance of the relative obligation suspended by Force Majeure shall then stand extended by the period for which such cause lasts.

62. Arbitration & Jurisdiction:

i. In the event of any dispute arising out of or in connection with this contract, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Director, IITH or any other officer nominated by the Director, IITH for arbitration whose decision shall be final and binding on the parties. The service provider agrees that the arbitrator could be an employee of the Institute & shall not have any objections in this regard. The proceedings before the arbitrator would be governed by the provision of the Arbitration Act 1996.

भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

ii. The work shall be awarded to that party, whose rates are found genuine, lowest & capable to work at IIT Hyderabad. The rates should be inclusive of all taxes. The Institute holds the right to reject any/all the bid(s) without assigning any reason.

iii. Canvassing in connection with the tenders is strictly prohibited and tenders submitted by the bidders who resort to canvassing will be liable to rejection. Any bribe, commission or advantage offered or promised by or on behalf of the bidder to any officer or staff of IIT Hyderabad shall block his/ her tender from being considered. Canvassing on the part or on behalf of the bidder will also make his tender liable to rejection.

iv. The courts at Hyderabad shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

63. DISPUTE REDRESSAL & APPLICABLE LAWS:

In all disputes and doubts or interpretation of the clauses or conditions applicable to the contract or otherwise, the decision of the Institute shall be final and binding on the contractor.

The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings/processing.

In the unfortunate situation of any dispute, disagreement and controversies arising in any manner, which cannot be settled by mutual agreement between IITH and the successful bidder, the matter shall be settled through conciliation and Dean (Admin) shall be the conciliator.

If conciliation process cannot settle the issue, the matter shall be submitted to the sole arbitrator appointed by Director IITH. If any fee is payable to the arbitrator, it shall be paid equally by both parties. Such sole arbitrator shall be selected from the panel of Indian Council of Arbitrators, New Delhi. All other provisions of the Arbitration and Conciliation Act 1996 (with amendments) shall apply and the venue of Arbitration shall be at Hyderabad.

The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act 1996 with up to date amendments prevailing on the date of appointment of the arbitrator. The seat and venue of arbitration shall be at Hyderabad. The decision of the Arbitrator shall be final and binding on both the parties.

64. General:

a) References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by an officer not below the rank of Executive Engineer/ Project Manager/ Head of Operations or equivalent.

b) The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after uploading of eligibility criteria document unless it is called for by the Employer.

c) If private works are shown in support of eligibility, certified copy of the tax deducted at source certificate (TDS) shall be submitted along with the experience certificate and the TDS amount shall tally with the actual amount of work done or the bidder may submit such certificate from his Charted Accountant.

॥ नवोन्मेषेण देशनिर्माणम् ॥
Indian Institute of Technology Hyderabad

65. Method of Application:

a) If the bidder is an individual, the application shall be signed by him above his full type written name and current address.

b) If the bidder is a proprietary firm, the application shall be signed by the proprietor above his full type written name and the full name of his firm with its current address.

c) If the bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full type written names and current address, or, alternatively, by a partner holding power of attorney for the firm. In the later case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.

d) If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Bidding Document

Part-I

A. Documents details to be mandatorily submitted:

Sl. No.	Particulars	Fill in the details	Submitted ? (Y/N)	Page No.
1	Name of Firm/Bidder/Company (in BLOCK letters) *[Firm registration certificate to be attached]*			
2	Full Postal Address, Telephone/Fax No. E-mail:			
3	Whether the firm/ agency has any office at Hyderabad, if so, Address, Telephone and email-id *[Attach separate sheet]*			
4	Details of infrastructure, persons employed, and number of offices/branches available *[Attach separate sheet]*			
5	Name of the bank, address, account number, IFSC code			
6	PAN No. *[copy to be attached]*			
7	GST No. *[copy to be attached]*			
8	TAN No.			
9	Tender Processing Fee (Transaction ID and Date) *[copy to be attached]*			
10	EMD (Transaction ID and Date) *[copy to be attached]*			
11	Valid labour license issued by the State/ Central Labour Department under Contract Labour Act duly attested by the Service Provider. *[copy to be attached]*			
12	EPF Registration *[copy to be attached]*			
13	ESI Registration *[copy to be attached]*			
14	Professional Tax Registration *[copy to be attached]*			

॥ नवोन्मेषेण देशनिर्माणम् ॥
ಭಾರತೀಯ ಪ್ರೌಢಿಕ ಸಂಸ್ಥೆ ಸಂಸ್ಥ ಪ್ರೌಢರಾಬಾದ್
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

15	***QAS-cum-Experience Certificates – on client letter head (in providing SWM services, Format as per Annexure-B) [Note: GeM contract order, work order, Agreements will not be considered as experience].** *[copies to be attached]*			
16	Income Tax Returns (for the last three Assessment years) AY 22-23, 23-24, and 24-25. *[copies to be attached]*			
17	Annual turnover for FY 22-23, 23-24 and 24-25 certified by CA *[copies to be attached]*			
18	EPF and ESI Challans along with ECR copies for the last three months in the year 2025. *[copies to be attached]*			
19	Declarations as per **Annexure-A, B, C, D, E, F, G, H, I, J, K, & L,** *[Copies to be attached]*			
	Any other relevant information *[copies to be attached]*			

B. Details of Experience: Should be furnished in the following format:

Name of the client and full address	E-mail and Telephone number of the client	Tenure of the contract	Value of contract & No. of Workers	Supporting documents to be attached as enclosure & refer here

Important: Only certificates issued by the clients on letterheads with date of issue and containing requisite details will be considered. Copies of work orders, agreements, extension letters and bills will not be considered.

Part-II

C. Details of the Price Quote: Bidders are requested to quote the price on Gem.

It is certified that the particulars given above are true to the best of my/our knowledge/belief and I/We have read the terms and condition of the Tender for providing Solid Waste Management Services on contract basis and have also understood the same and do hereby undertake to abide by the same without any reservation on any ground whatsoever. In case of any breach of the said conditions I/we shall be responsible for consequences of the same.

Date: _____ Name & Signature of the Authorized Signatory of the Bidder

॥ सर्वोत्कृष्टं देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

ANNEXURE B

Quality Assessment Sheet cum Experience Certificate

(TO BE PRINTED ON THE OFFICIAL LETTERHEAD OF THE CLIENT)

Date: _____

Sl.No.	Particulars	Details
1	Name, Designation, Email address, and Phone number of the assessor:	
2	Name of the assessor's organization:	
3	Is your organization a Centrally Funded Institute (CFI)?	
4	Name of the Agency:	
5	Period of service availed from the agency:	From _____to_____
6	Brief Description of the Work Done	
7	Approximate Quantity of Work carried out	
8	Number of Supervisors/Field Officers provided by the agency	
9	Number of workers provided by the agency:	
10	Value of work completed in contract	
11	The agency has consistently provided prompt and satisfactory services as required by the Institute. The deployed workforce has been professionally trained, and the supervisors have demonstrated competence in effectively monitoring and ensuring the quality of services. The agency has been responsive in addressing complaints and implementing suggestions of the management in a timely manner. Overall, the performance of the agency has been found to be satisfactory.	

PS: Those bidders having experience with IITH should mandatorily obtain Experience and QAS certificate from IITH and include the same in their bid, failing which the bid stands disqualified.

Signature of Head of Organization, Seal & address

Statement of Details of Expenditure

(To be submitted on Bidder's letter Head)

(To be downloaded from Financial Breakup Statement and upload the same on the GEM only)

Details of Expenditure like uniform, footwear, ID card etc.

The successful bidder shall provide an adequate number of uniforms, PPE kits, collection bags, and collection bins required for effective execution of the Work. Bins at designated campus locations are excluded from the bidder's scope. Bidders may assess the requirement and plan their deployment accordingly.

Note: Estimates from suppliers for each of the items must be enclosed with this statement.

Date:_____ Signature of the Tenderer with Seal and Address

Note: *The formats have been made available for the convenience of bidders in word format in the document titled 'Annexure'. The formats may also be downloaded. No change should be made by the bidders except filling-up details. In case any change is made in the content of the formats, except filling-up details, it shall be treated as unauthorized and such tender will stand automatically disqualified.*

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

ANNEXURE-D

Letter of Consent and Bid Submission

(To be submitted on Bidder's letter Head)

Date: _____

To
The Director
IIT Hyderabad

Sub: Providing Solid Waste Management Services at IIT Hyderabad.
Ref: Tender Notice No. _____.
Dear Sir/Madam,

I/We hereby offer to provide the above cited Services on a daily basis and hereby accept all the terms and conditions of your Tender. Further, I/We understand the nature and quantum of work to be carried out and agreed to abide by the terms & conditions of the Tender Notice and hold our bid open and valid till 90 days from the date of opening of the same.

2. I/We have understood and fulfilled Eligibility Criteria, General Terms and Conditions and Scope of Work, Technical Specifications and Special Conditions of Contract and am/are fully aware of the nature and quantum of the services required and my/our offer is to provide services strictly in accordance with the requirements of your Institute.
3. The rate quoted is firm and I/we will execute the work as per the rates quoted in the attached schedule and hereby bind myself/ourselves to carry out the work during the entire contract period as per the letter of acceptance of the tender/contract.
4. As advised, a Self-Declaration is hereby enclosed in lieu of Earnest Money Deposit. I/We fully understand that I/We shall be blacklisted and debarred from future tendering process at the IIT Hyderabad if: -
   a) I/We do not execute the contract documents within 7 (seven) days after getting information from IITH, or
   b) I/We do not commence the work within 15 (fifteen) days after award of the contract to us from IITH,
5. This bidding document of mine/ours consists of _____ Nos. of pages in total.
6. Bidding documents and submission of Tender have been duly signed and attached herewith.
7. I/We know that acceptance of this tender shall constitute a binding contract between us subject to modifications, as may be mutually agreed between us and indicated in the letter of acceptance of my/our offer for this work.
8. I/We certify that all information, documents, and certificates furnished as part of this bid are true, complete, and authentic. IIT Hyderabad is authorized to verify the information furnished by us from the issuing authorities or other sources as deemed necessary

Signature of Bidder(s) with Stamp, Address

No Relationship Certificate

(to be provided on letter head of the firm/agency)

1. I/We hereby certify that I/We* am/are* related/not related (*) to any officer of IIT Hyderabad. (If Related provide the details of the employee)
2. I/We* am/are* aware that, if the facts subsequently proved to be false, my/our* contract will be rescinded with forfeiture of E.M.D and security deposit and I/We* shall be liable to make good the loss or damage resulting from such cancellation.
3. I//We also note that non-submission of this certificate will render my / our tender liable for rejection.

Date:

Place:

Authorized Signatory with seal

Name:

Designation:

Contact No.:

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Declaration Regarding Clean Track/No Legal Action

(to be provided on letter head of the firm/agency)

I hereby certify that the above firm namely _____ is neither blacklisted by any Central/State Government/Public Undertaking/Institute nor any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I hereby certify that there is no police case/ vigilance enquiry pending against Partners of the firm or sole proprietor or company as the case may be, and that he has never been punished by any Hon'ble Court.

I also certify that the above information is true and correct in any respect, and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Bid Securing Declaration Form

(to be provided on letter head of the firm/agency)

Date: _____ Tender Ref. No. _____

To
The Director,
IIT Hyderabad,
Kandi, Sangareddy-502284

Dear Sir/Madam,

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported with EMD.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

भारतीय सांकेतिक विज्ञान संस्थान हैदराबाद
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

ANNEXURE-H

To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of IIT Hyderabad.

Integrity Agreement

This Integrity Agreement is made at ..... on this day of 20.....

BETWEEN

Director, Indian Institute of Technology Hyderabad represented through the Designation of the Officer, IITH, (Hereinafter referred as the 'Principal/Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

..... Represented through .... (Hereinafter referred to as the (Details of duly authorized signatory) Bidder/Service Provider and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender No……
(hereinafter referred to as Tender/Bid) and intends to award, under laid down organizational procedure, contract for……
..... hereinafter referred to as the contract.

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/ transparency in its relation with its Bidder(s) and Service Provider(s). AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as Integrity Pact or Pact), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties. NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal/Owner

1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
   (a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

(b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.

(c) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.

2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Service Provider(s)

1) It is required that each Bidder/Service Provider (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

2) The Bidder(s)/Service Provider(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:

(a) The Bidder(s)/Service Provider(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owners employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.

(b) The Bidder(s)/Service Provider(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

(c) The Bidder(s)/Service Provider(s) will not commit any offence under the relevant IPC/ PC Act. Further the Bidder(s)/ Contract(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/ Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

(d) The Bidder(s)/ Service Provider(s) of foreign origin shall disclose the names and ad- dresses of agents/ representatives in India, if any. Similarly, Bidder(s)/ Con- tractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/ representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on

॥ यत्नेनेषेण देशनिर्माणम् ॥
Indian Institute of Technology Hyderabad

behalf of another manufacturer along with the first manufacturer in a subsequent/ parallel tender for the same item.

(e) The Bidder(s)/Service Provider(s) will, when presenting his bid, disclose (with each tender as per proforma enclosed) any and all payments he has made, is com- mitted to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

3) The Bidder(s)/Service Provider(s) will not instigate third persons to commit offences out- lined above or be an accessory to such offences.

4) The Bidder(s)/Service Provider(s) will not, directly or through any other person or firm indulge in fraudulent practice means a wilful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.

5) The Bidder(s)/Service Provider(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/ Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/ Service Provider(s) and the Bidder/ Service Provider accepts and undertakes to respect and uphold the Principal/Owners absolute right:

i. If the Bidder(s)/Service Provider(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the Service Provider shall have powers to disqualify the Bid- der(s)/Service Provider(s) from the Tender process or terminate/ determine the Contract, if already executed or exclude the Bidder/ Service Provider from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.

ii. Forfeiture of EMD/ Performance Guarantee/ Security Deposit: If the Principal/ Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/ determined the Contract or has accrued the right to terminate/ determine the Contract according to Article 3(1), the Principal/ Owner apart from exercising any legal rights that may have accrued to the Principal/ Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/ Service Provider.

iii. Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Service Provider, or of an employee or a representative or an associate of a Bidder or Service Provider which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Article 4: Previous Transgression

1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anti-corruption approach or with Central Government or State Government or any other Central /State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
2) If the Bidder makes an incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Service Provider as deemed fit by the Principal/ Owner.
3) If the Bidder/Service Provider can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Service Providers/Sub Service Providers

1) The Bidder(s)/Service Provider(s) undertake(s) to demand from all sub Service Providers a commitment in conformity with this Integrity Pact. The Bidder/Service Provider shall be responsible for any violation(s) of the principles laid down in this agreement/ Pact by any of its Sub- Service Providers/sub-vendors.
2) The Principal/ Owner will enter into Pacts on identical terms as this one with all Bidders and Service Providers.
3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Con- tractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is dis- charged/determined by the Competent Authority, IIT HYDERABAD.

Article 7- Other Provisions

a. This Pact is subject to Indian Law, place of performance and jurisdiction is the Head- quarters of the IITH of the Principal/Owner, who has floated the Tender.
b. Changes and supplements need to be made in writing. Side agreements have not been made.
c. If the Service Provider is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
d. Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

e. It is agreed (term and conditions) that any dispute or difference arises between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard to any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of the following witnesses:

..... (For and on behalf of Principal/ Owner)

..... (For and on behalf of Bidder/ Service Provider)

WITNESSES:

1 (signature, name and address)

2 (signature, name and address)

Place:

Date:

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

ANNEXURE-I

Bank Guarantee Bond in Lieu of Security Deposit

(To be executed by the State Bank of India or any other scheduled Bank recommended by Reserve Bank of India on non-judicial stamp paper)

To
The Director
IIT Hyderabad
Kandi,
Sangareddy – 502 284.

Dear Sir/Madam,

Sub: Your contract award letter no. _____dated _____ for _____ services" on contract basis at IIT Hyderabad.

1) The Registrar on behalf of Director IIT Hyderabad, have entered into a contract vide Agreement dated _____ with _____ Address: _____ (herein after referred to as the "Service Provider") for providing _____ services" on contract basis at IIT Hyderabad (herein after referred to as Principal Employer) for the price and on the terms and conditions as contained in the said contract.

2) In accordance with the terms of said contract you have agreed to exempt the security deposit for the due fulfilment by the said Service Provider of the terms and conditions contained in the said contract, on production of a bank guarantee for Rs._____ (Rupees)_____ Only) being ____% of the total value (Rs. _____) of the said services to be supplied by you.

3) In consideration thereof, we hereby at the request of the contactor, expressly, irrevocably and unconditionally undertake and guarantee to pay on written demand, without demur and without reference to the Service Provider, an amount not exceeding Rs._____ (Rupees _____ Only) against any loss or damage caused to or suffered or would be caused to you by reason of any breach by the said Service Provider of any of the terms and conditions contained in the said contract or by reason of the Service Provider's failure to perform the said agreement. Your demand shall be conclusive evidence to us as regards the amount due and payable by the Bank under this guarantee. However, liability under this guarantee shall be restricted to an amount not exceeding Rs._____ Payment by us to you will be made within thirty (30) days from receipt of your written request making reference to this guarantee and on demand.

4) We further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said contract and that it shall continue to be enforceable till all your

dues under or by virtue of the said contract have been fully paid and its claims satisfied or discharged or till you certify that the terms and conditions of the said contract have been fully and properly carried out by the said Service Provider and accordingly discharges the guarantee. Notwithstanding anything herein contained, our liability under this guarantee is restricted to Rs._____ (Rupees _____ Only) and the guarantee shall remain in force up to and including the ____ day of _____ 20__ being reported to us by you and returned to us duly discharged.

5) This guarantee shall not be revoked without your express consent and shall not be affected by your granting any indulgence to the Service Provider, which shall include but not be limited to postponement from time to time of the exercise of any powers vested in you or any right which you may have against the Service Provider and to exercise the same in any manner at any time and either to forbear or to enforce any covenant contained or implied in the said contract or any other course or remedy or security available to you, and our Bank shall not be released from its obligations under this guarantee by your exercising any of your rights with reference to matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on your part or any other indulgence shown by you or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving our Bank from its obligation under this guarantee.

6) Unless a demand or claim under this guarantee is made on us in writing on or before the aforesaid expiry date as provided above or unless this guarantee is extended by us all your rights under this guarantee shall be proscribed and we shall be discharged from the liabilities hereunder.

7) This guarantee shall not be affected by any change in the constitution of our Bank or of the Service Provider or for any other reason whatsoever.

॥ नवोन्मेषेण देशनिर्माणम् ॥

Sd.....

Bankers

Seal of the Bank

भारतीय सांकेतिक विज्ञान संस्थ हैदराबाद

Date:

Place:

भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Witness:

1. .....

2. .....

Campus/Site Visit Declaration

(To be given on firm/agency Letter Head)

Date:

To,
The Director,
IIT Hyderabad -502284

Sub: Certificate for site visit.
Tender Reference No : _____
Tender ID:_____

Name of Tender / Work: -

"I/We have read the clause regarding Site Visit and hereby confirm that we have visited the site on Date:_____ Time:_____at IIT Hyderabad before submitting the tender document.
We met Shri _____of IIT Hyderabad in this regard during the site visit.

॥ नवोन्मेषेण देशनिर्माणम् ॥

Yours Faithfully,

Verified by Shri _____
IIT Hyderabad.

(Signature of the Bidder, with Official Seal)

భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

ANNEXURE-K

Details of Eligible similar nature of works completed and under execution during the last seven years ending previous day of last date of submission of tender

(To be submitted on Bidder's letter Head)

No.	Name of work/ project and Location	Owner or sponsoring Organization	Cost of work (in Crores)	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation /arbitration pending / in progress with details*	Name and address (Postal & email)/ contact no of officer	Whether the work was done on back to back basis. Yes/No
1	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**

***Indicate gross Amount Claimed and Amount Awarded by the Arbitrator.**

॥ नवोन्मेषेण देशनिर्माणम् ॥
భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Signature of the Bidder with stamp

FORMAT OF PRICE BID

	Name of the Department	**IIT Hyderabad**
	Name of work :	**Providing Solid Waste Management Services**
	Tender No	**ITH/MS/SWM/2026**
	Name of the Vendor	
S.No	**Description of Item.**	**Rate Per Tonne* of waste collected in Rs.**
1	**Providing Solid Waste Management Services as per the Directions of IIT Hyderabad including Door to Door** Collection, Segregation, Transportation, Processing and Disposing of Garbage collected from all the buildings and Dust Bins spread across 600 acre campus by deploying Manpower and Vehicles in required numbers as mentioned at terms and conditions of the Tender and processing the collected waste by below mentioned methodologies: (i) Processing organic waste by composting methodologies (bio composting and vermicomposting) to produce nutrient-rich compost by microbes and earthworms (ii) Processing food waste to generate biogas through biomethanation and electricity generation (iii) Segregating, Storing and Sending the Recyclable waste category-wise (like paper, cardboard, plastic, glass, metal, etc.), to the authorised recyclers periodically by Paying IITH at the rates mentioned in the Tender (iv) Disposing non-biodegradable and non-recyclable waste by subjecting the same to thermal treatment by means of an incineration plant. The Scope includes deployment of Manpower (including supervisors and Project manager),Garbage collection Vehicles, Providing Cow dung, Effective Micro-organism Solution, Earth Worms, Lime Powder etc for composing and Biomethanation etc, Maintenance of the Electricromechanical Equipment, Civil Structures of Resource Recovery Park and Bio Gas Plant, Incineration Plants, Water Supply lines etc, Providing Uniforms, PPEs, Collection Bags and conducting Trainings and health camps for the Workmen, conducting awareness campaigns and all other miscellaneous activities for overall effective implementation of Solid waste management through Door to Door Collection, Segregation, Transportation, Processing and Disposing of Garbage collected from all the buildings and Dust Bins spread across entire campus of 600 acre in complete as per the Directions of IIT Hyderabad. The above is only inclusive but not exhaustive. The scope of work as mentioned in the tender document prevails.	
	GST rate (%) on the above	
	Total Rate per tonne(inclusive of taxes)	

* Includes all kinds of waste collected by the Vendor and based on weight

Signature of the Bidder with stamp