



Indian Institute of Information Technology Sri City, Chittoor

NOTICE INVITING TENDER

NIT No: **IIITS/NIT/VRF AC AMC/2025/034, Dt. 15/09/2025**

Notice inviting E-Tenders through CPP Portal from eligibility bidders under two bid systems (Technical bid and Financial bid) for the work “**Comprehensive Annual Maintenance Contract (CAMC) of VRF Air Conditioning System installed in Academic Block at IIIT Sri City**”, addressed to the Registrar, IIIT Sri City, Chittoor along with all specified documents.

Bid Issue Date	15 th Sept 2025
Clarification Start Date & Time	15 th Sept 2025 at 16:00 Hrs
Clarifications End Date & Time [through mail only]	21 st Sept 2025 up to 17:00 Hrs
Pre-bid meeting	22 nd Sept 2025 @ 11:00 Hrs
Last Date for submission of e-bids	29 th Sept 2025 @ 16:00 Hrs
Due Date for opening of e-bids	30 th Sept 2025 @ 16:00 Hrs
Submission of offer	E-Tender in Two bid System through CPP Portal ENVELOPE 1: Technical Bid ENVELOPE 2: Financial Bid
Address for submission	E-Tender through CPP Portal only https://etenders.gov.in/eprocure/app
Earnest Money Deposit (EMD)	The Earnest Money Deposit amounting to Rs. 25,000/- (Rupees Forty Thousand only) must be deposited through RTGS / NEFT to IIIT Sri City Chittoor Opex Account (Bank details are available in Page 3)

PART – I TECHNICAL BID

SECTION 1: INSTRUCTIONS FOR SUBMISSION OF ONLINE BID

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal URL: <https://etenders.gov.in/eprocure/app> by clicking on "**Online Bidder Enrollment**" on the CPP Portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email and mobile number(s) as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.)
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

7. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
8. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective "My Tender" folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
9. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

10. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
11. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the

number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

12. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender document / schedule and generally shall be in PDF / XLS / RAR / DWF / JPG formats as the case may be. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
13. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every Bid, a provision of uploading such standard documents (e.g. PAN card copy, GSTIN Details, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Documents" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

14. Bidder should log into the site well in advance for bid submission so that he/she upload the Bid in time i.e. on or before the bid submission date and time. Bidder will be responsible for any delay due to other issues. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
15. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument. A standard BOQ format has been provided with the tender document to be filled by all the bidders.
16. Bidders are requested to note that they should submit their financial bids in the format provided and that no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the detail with their respective financial quotes and other details (such as the bidder's name). If the BOQ file is found to be modified by the bidder, the Bid will be rejected.
17. The server time (displayed on the bidders' dashboard) will be considered the standard time for referencing the deadlines for submitting bids by the bidders, opening of bids, etc. The bidders should follow this time during bid submission.
18. The Tender Inviting Authority will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
19. The uploaded tender documents become readable only to public view after the tender opening by authorized bid openers.
20. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the Bid no. and the Date & time of submission of the Bid with all other relevant details.
21. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
22. Any queries relating to online bid submission or CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

SECTION 2: GUIDELINES

1. Tender Documents: The interested parties may download the tender document from websites <https://etenders.gov.in/e procure/app> and <https://www.iiits.ac.in/tenders>
2. Bidders are advised to visit the website frequently to find any addendum, corrigendum issued, extension of due date for submission, etc. No separate intimation will be issued or advertised in this regard.
3. You are requested to go through the terms and conditions carefully and also visit / inspect the site to familiarize and submit your tender as per procedure explained in the tender document.
4. The tenderer(s) if required, may submit queries, if any, through E-mail to tenders.2024@iiits.in to seek clarifications. IIIT Sri City will reply only those queries which are essentially required for the submission of bids.
5. IIIT Sri City will not reply the queries which are not considered fit like replies of which can be implied /found in the NIT/ Tender Documents or which are not relevant or in contravention to NIT/Tender Documents or queries received after stipulated, extension of time for opening of technical bids, etc.
6. Technical Bids will be open on the scheduled dates. Requests for extension of opening of Technical Bids will not be entertained. If the date of opening of the tender is declared as holiday, it will be opened on the next working day at the same time.
7. **Earnest Money Deposit:**
The Earnest Money Deposit amounting to Rs. 25,000/- (Rupees Forty Thousand only) must be credited in the form of NEFT/RTGS to “IIIT Sri City Chittoor Opex Account”
IIIT Sri City Chittoor Opex Account details:
Acc. No. 110167506587,
IFSC Code CNRB0013247
Sri City Branch, Opp. Sri City Business Center, Chittoor District, AP - 517 588.

The Companies which are registered under **MSME** are exempted from paying EMD amount as per Government order. Companies with Udayam Certificate and with updated NSIC certificate only will be considered for EMD Exemption.

8. **Site Visit:** Before tendering, every bidder has to compulsorily visit and inspect the site/locations of work and its environments between Monday to Saturday from 10:00 Hrs to 16:00 Hrs except Sunday and Govt. holidays, to ascertain the exact requirement of the NIT, at his own cost. No extra shall be payable for non-awareness of the site/equipment conditions and constraints.

The visiting bidder has to obtain the site visit confirmation certificate from the Engineering Unit office of IIITS and it should be submitted along with the technical bid submission.

SECTION 3: ELIGIBILITY CRITERIA

1. The applicant should be a reputed AC manufacturers or their authorized dealers as per the requirements or their authorized Service providers/contractors/experienced agencies for providing AMCs for air conditioners.
2. The applicant should have satisfactorily carried out “Similar” works of magnitude as specified below during last five (5) years ending **31st March 2025**. This should be supported by completion certificate issued by an officer not below the rank of Superintending Engineer / Chief Project Manager or equivalent of the organizations from whom the work has been done. **The values are excluding GST paid.**
 - i. Three similar completed works each of value not less than Rs. 5 Lakhs
OR
 - ii. Two similar completed works each of value not less than Rs. 7 Lakhs
OR
 - iii. One similar completed work of value not less than Rs. 10 Lakhs
3. Similar works shall mean successful completion of Annual Maintenance Contract for VRV / VRF Air Conditioners with Split, Duct, Cassette type indoor units at any reputed educational institute, University, Government Organizations and in any reputed private companies.
4. The firms should have an average annual financial turnover of Rs. 10.00 lakhs in civil works during the last **THREE (3)** financial years ending **31st March 2024. (FY 2021-22, FY 2022-23 & FY 2023-24)**. The chartered accountant certificate with the average annual turnover for the above mentioned FY must be submitted in technical bid.
5. The firms should have valid registration for GST and should have Permanent Account Number (PAN).
6. Documentary evidence for **Work Experience, Site Visit Certificate, Signed Tender Document, Average Annual Turnover, GST, PAN** all as indicated & required in the tender document should be furnished without which it will not be taken into account.

SECTION 4: BID EVALUATION

1. The Technical Evaluation Committee (TEC) constituted by the competent authority, IIIT Sri City Chittoor will open the technical bids to decide the technical suitability of their service based on the pre-laid terms and conditions.
2. Appropriate norms as stipulated in the NIT will be decided by the committee before the opening of the technical bid for evaluation of bids. After the evaluation of the technical aspects of the bid the committee will give suitable recommendations about the shortlisted firms.

3. The recommendation of the TEC shall be final and binding on all the parties. Further, the TEC may seek additional information from the existing users at IIIT Sri City Chittoor or from other Institutes.
4. Financial bids of only those tenderers who qualify in the technical bid will be opened. The contract will be awarded to the successful bidder at their quoted /negotiated amount.

SECTION 5: GENERAL CONDITIONS

1. Bidders shall clearly indicate their legal constitution and the person signing the bid shall state his capacity and also the source of his ability to bind the bidder. The power of attorney or authorization or any other document constituting adequate proof of the ability of the signatory to bind the bidder shall be annexed to the bid. The owner may reject outright any bid unsupported by inadequate proof of the signatory's authority.
2. The bid document shall be completed in all respects and shall be uploaded in the portal together with the requisite information and appendices. They shall be completed and free from ambiguity, change or inter-lineation.
3. IIIT Sri City shall have a unqualified option under the said bid bond to forfeit the EMD in the event of Bidder failing to keep the bid valid up to the date specified or refusing to accept work or carry it out in accordance with the bid if the IIIT Sri City decides to award the work to the Bidder.
4. The EMD shall be retained with the IIIT Sri City until finalization of tenders. If any statements documents/information submitted by tenderer is found false/incorrect, willful misrepresented or omission of facts or fake/forged documents, the EMD shall be forfeited.
5. IIIT Sri City shall, however, release the EMD in respect of unsuccessful bidders within 30 (thirty) days of placement of order to successful bidder. No interest shall be payable on EMD by IIIT Sri City. EMD of successful bidder will be converted into security refundable deposit. In case of any breach of contract, the EMD will be forfeited.
6. **Performance Security Deposit:** On selection, the agency shall be required to deposit 5% of the total accepted cost of work as Security deposit within 15 days of receipt of letter of intent (LOI) after adjusting the EMD and the security deposit shall be refunded without interest after satisfactory completion of AMC period specified in the work order. This guarantee shall be in the form of government securities or fixed deposit receipts or guarantee bonds of any scheduled bank in the specified format. The performance guarantee shall be initially valid up to the stipulated date of completion plus 60 days beyond.
7. Security Deposit will be forfeited in the event of the contract offered in full or in part not being fulfilled by the Tenderer/Contractor.

8. Nothing extra shall be paid on account of any discrepancy in nomenclature of items. The Tenderer shall seek clarifications if any before submitting the tender.
9. **Validity:** Bid shall be valid for a period of **120 days** from the date of opening of the bids, which shall be extended for another 60 days as decided by the Institute.
10. IIIT Sri City reserves the right:
 - a. To accept or reject any or all bids either in whole or in part or to invite revised price bids or to annul the bidding process.
 - b. To postpone and/or extend the date of receipt/opening of quotation or to withdraw the same at any time before finalization without incurring any liability to the affected Tenderer / Bidder.
 - c. To omit/delete any item(s) of work from the schedule at the time of allotment or before the commencement of work or during the execution of work without assigning any reason whatsoever.
 - d. To change the quantity or add the item or cancel the item/service required.
 - e. To accept or reject any or all the Tenders without assigning any reason.
11. Bids shall be adjudged as non-responsive due to any of the following reasons:
 - a. Bids submitted without Earnest money or without evidence for EMD Exemption.
 - b. Bids submitted without certificate(s) in respect of the technical and financial qualification criteria.
 - c. Bids submitted without documents to establish the eligibility criteria.
 - d. Bids submitted without photocopies of GST, IT Returns from the respective Competent Authority.
 - e. Bids without site visit confirmation certificate issued by Engineering Unit of IIITS.
 - f. Any other reason as applicable.
12. The successful bidder needs to arrange for the required materials, tools & plants including scaffolding & staging and manpower to the locations at his own cost as per the scope of the work. Accommodation and Transportation should be arranged by the contractor themselves.
13. Since the work to be carried out in a operational Academic Block area, On account of security considerations, some restrictions may be imposed by the security staff on the working and/ movement of men and materials etc. The contractor will be bound to follow all such restrictions/ instructions and he shall organize his work accordingly. No claim on this account, whatsoever, shall be payable.
14. **The contract is initially for a period of 12 months from the date of its award and can be extended for further period of two years based on the performance of the previous year services to the satisfaction of IIT Sri City on the agreed rates, terms and conditions.**

15. PAYMENT TERMS:

- i. The payment to the agency will be made on **quarterly basis** at the end of each quarter against invoice service reports duly signed by the authorised staff of the Engineering Unit division of IIIT Sri City. TDS and any other tax as applicable as per prevailing rates will be deducted before making the payment. Quarter shall mean three months.
- ii. The maintenance charges quoted by the agency per item is on yearly basis inclusive of all taxes and levies applicable. No escalation of prices shall be permitted in any case.
- iii. This is the sole responsibility of the contractor to submit the service reports of scheduled / breakdown service report at the time of submission of bill.

16. TAXES AND DUTIES:

As per the CPP Portal standards and format, Bidders are required to provide the GST amount for each item of work in the CPP Portal format BOQ. If the GST values are not provided in the financial bid by the bidders, then the financial bid of the bidder will not be admitted for evaluation as per government norms.

17. RIGHT OF REJECTION:

The IIIT Sri City reserves the right to reject any proposal that does not address all the requirements of the NIT. In addition, the IIIT Sri City reserves the right to accept or reject any proposal submitted by the tenderers, and to cancel the NIT process and reject all proposal submissions at any time, without thereby incurring any liability to the affected Consultant or any obligation to inform the affected tenderer the grounds for IIIT Sri City action.

18. FORCE MAJEURE

IIIT Sri City, Chittoor may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that the delay, in performance or other failure to perform its obligations under the contract, is the result of a force majeure.

19. ARBITRATION

All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc., shall be referred by either party (IIIT Sri City, Chittoor or the bidder) after issuance of 30 days' notice in writing to the other party clearly mentioning the nature of dispute and will be referred to the arbitrator to be nominated by The Director, IIIT Sri City, Chittoor. The Venue for arbitration shall be Tirupathi District, Andhra Pradesh – 517 646.

20. JURISDICTION

All the disputes arising out of this tender shall have exclusive jurisdiction of Tirupati, Andhra Pradesh.

SECTION 6: SPECIAL CONDITIONS

1. The Contractor is required to start the work within 10 days from the date of award / date of communication of acceptance of the tender. In case it is found that the work has not been taken up within ten days from the date of acceptance of the tender or issue of the work order, IIIT Sri City may cancel the work order and forfeit the EMD, deposited along with tender without any reference to the Contractor.
2. All air-conditioners along with water coolers shall be taken from the department on “as and where installed” basis in running condition.
3. The contractor shall ensure that all Air conditioners are in proper working conditions at the time of taking over.
4. After completion of the contract, contractor shall hand over the system in perfect running condition (complete in all respects as per inventory) to the department.
5. All work and materials brought and left upon the ground by the contractor or by his orders for the purpose of forming part of the works, are to be considered to be the property of the IIIT Sri City and the same are not to be removed or taken away by the contractor or any other person without consent in writing of the Engineer-in-charge, but the IIIT Sri City is not to be in any way responsible for any loss or damage which may happen to or in respect of any such work or materials either by the same being lost or damaged by weather or otherwise.
6. The contractor shall inform the Engineer-in-charge of his intention of making delivery of materials and on the materials being approved the Engineer-in-charge or his authorized representative shall grant a receipt to him no material will be considered as delivered until so approved.
7. On the completion of the delivery of material the contractor shall be furnished with a certificate to that effect by the Engineer-in-charge but the delivery will not be considered complete until the contractor shall have removed all rejected materials and shall have the approved materials stocked or placed in such positions as be pointed out to him.
8. **WARRANTIES:** The parts of the complete VRF System (Hitachi & Toshiba make) replaced which are not repairable are to be guaranteed for trouble free operation, maintenance and service. The warranty should cover defects due to faulty manufacture, workmanship or material for 1 year from the date of commissioning and handed over with the requisite documentation.
9. Following registers are to be maintained by technicians at Head office without fail:
Service / Breakdown Register: The air conditioners serviced / maintained / repaired have to be recorded in a register and endorsement from Concerned Officer In-Charge at IIIT Sri City has to be obtained in the register. Further, service reports are to be made after carrying out periodical servicing and endorsement (Sign & Seal) needs to be obtained from Concerned Officer In-Charge at IIIT Sri City.

Complaint Register: All complaints received with respect to air conditioners under CAMC are to be recorded with time and date of receipt, as and when complaints are received from IIIT Sri City.

A **log book** of defects rectified during the maintenance period shall be maintained by the contractor and will be available at site of work for inspection by the concerned officer In-charge or his representative.

10. **Structural Alterations to Buildings:** No structural member in the building shall be damaged/altered, without prior approval from the competent authority through the Engineer- in-charge. Structural provisions like openings, cutouts, if any, provided by the department for the work, shall be used. Where these required modifications, or fresh provisions are required to be made, such contingent works shall be carried out by the contract at his cost. All such openings in floors provided shall be closed by the contractor after installing the cables/conduits/rising mains/GI&MS Pipe etc. as the case may be, by any suitable means as approved by the Engineer-in-charge without any extra payment.
11. The contractor shall take care of all safety precautions pertaining to work, such as scaffolding, ladder, working platforms, gangways, electric arc/ gas welding, use of hoist and construction machinery.
12. The contractor will take all precautions to avoid accidents by providing suitable mechanism. He will be responsible for all damages and accidents caused to existing/ new work due to negligence on his part. No hindrance shall be caused to occupants during the execution of the work.

SECTION 7: VRF AC EQUIPMENT DETAILS

The academic building is Basement and 3 upper floors The building has been provided with VRV/ VRF system ODUs and various Indoor air conditioning units viz split, cassette, ductable, etc. Brief details of VRF Air Conditioning systems of Hitachi & Toshiba make covered under this tender.

S No	Item Description	Capacity	Make
1	Circuit 1: Ground Floor Classrooms 105 & 107	28HP [2 x 14 HP]	TOSHIBA
2	Circuit 2: First Floor Classrooms 201, 203, 205, 207, 209 & IT Server Room	42HP [3 x 14 HP]	TOSHIBA
	TOTAL – A	70 HP	
3	Circuit 3: Second Floor faculty rooms Research Labs – 15 nos	1 x 18HP	HITACHI
4	Circuit 4: Second Floor faculty rooms Research Labs – 15 nos	1 x 18HP	HITACHI
5	Circuit 5: Second Floor faculty rooms Research Labs – 6 nos	1 x 8 HP	HITACHI
	TOTAL – B	44 HP	

Rates quoted in online price bid should include end to end scope of work of the said work i.e. Operation and Comprehensive maintenance. No additional cost is payable for the scope of work mentioned other than quoted cost.

*Note: The rates shall be filled in online mode only.

****Note:** The amount of monthly cost shall be quoted and shall be calculated for annum (monthly rate x 12). The total annual cost for all circuits shall be taken for determining the L1 bidder.

Annexure – I

LETTER OF TRANSMITTAL
(to be printed on the applicant's letter head)

To,
 The Registrar,
 Indian Institute of Information Technology Sri City, Chittoor
 630, Gnan Marg, Sri City
 Tirupati District – 517 646
 Andhra Pradesh.

Sub: Submission of bid for “Comprehensive Annual Maintenance Contract (CAMC) of VRF Air Conditioning System installed in Academic Block at IIIT Sri City”

Dear Sir,

Having examined the details given in NIT web-notice and document for the above work, I/we hereby submit the documents (issued / downloaded from web) and other relevant information.

- a. I/We have furnished all information and details necessary for tendering and have no further pertinent information to supply.
- b. I/We also authorize Registrar to approach individuals, employers, firms and corporation to verify our competence and general reputation.
- c. I/We also submit prescribed declaration in respect of downloaded NIT document.
- d. I/We submit the following certificates in support of our suitability, technical know-how & capability for having successfully completed the following works.

Sl No	Name of Work	Certificate from

- e. In case at any stage later, information/details submitted by me / us is / are found to be incorrect / false / fabricated, IIIT Sri City shall have the absolute right to disqualify / reject the application out-rightly and also debar me / us in participating in any future tenders without any prior intimation to me / us.
- f. I / We agree that the decision of IIIT Sri City in selection of contractors and award of work will be final and binding to me / us.

Signature of the Bidder

- g. I/We hereby certify that all the statements made, and information supplied in the Application form, Annexures, Checklist and accompanying statements are true and correct.
- h. I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
- i. I / We agree that I / We have not applied in the name of sister concern for the subject project.
- j. I / We agree to enter into Agreement and execute the pre-contract indemnity pact with the Institute as per the draft enclosed in Annexure 'II' & Annexure 'III' respectively of this bid document, in case, our firm/company has been awarded the project.

Yours faithfully

Duly authorized signatory of the Bidder(s)

Annexure – II

INTEGRITY PACT

To,

The Registrar,
Indian Institute of Information Technology Sri City, Chittoor
630, Gnan Marg, Sri City
Tirupati District – 517 646
Andhra Pradesh.

Sub: “Comprehensive Annual Maintenance Contract (CAMC) of VRF Air Conditioning System installed in Academic Block at IIIT Sri City”.

Dear Sir,

I/We acknowledge that IIIT Sri City is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process.

I/We acknowledge that the making of the bid shall be regarded as an unconditional and absolute acceptance of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by IIIT Sri City. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, IIIT Sri City shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

Duly authorized signatory of the Bidder(s)

Annexure – III**INTEGRITY AGREEMENT**

This Integrity Agreement is made at on this Day of. 2025

BETWEEN

The Registrar, Indian Institute of Information Technology Sri City, Chittoor, 630, Gnan Marg, Sri City, Chittoor District – 517 646, Andhra Pradesh.

IIIT Sri City, (Hereinafter referred as the ‘Institute’, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

.....
 (Name and Address of the Individual / Firm / Company) through
 (Hereinafter referred to as
 (Details of duly authorized signatory)
 the “Bidder / Contractor” and which expression shall unless repugnant to the meaning or
 context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Institute has floated the Tender [NIT No. IIITS/NIT/VRF AC AMC /2025/034] (hereinafter referred to as “Tender/Bid”) and intends to award, under laid down organizational procedure, contract for **“Comprehensive Annual Maintenance Contract (CAMC) of VRF Air Conditioning System installed in Academic Block at IIIT Sri City”** here in after referred to as the “Contract”.

AND WHEREAS the Institute 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 Contractor(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 Institute

- 1) The Institute commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - a) No employee of the Institute, 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 Institute 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 Institute shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Institute 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 Institute 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) / Contractor (s)

1. It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the IIIT Sri City 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)/Contractor(s) commit 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)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's 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)/Contractor(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)/Contractor(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)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly, Bidder(s)/Contractor(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 behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

- e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3. The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful 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)/Contractor(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 Institute under law or the Contract or its established policies and laid down procedures, the Institute shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the bidder/contractor accepts and undertakes to respect and uphold the Institute's absolute right:

- 1) If the Bidder(s)/Contractor(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 Institute after giving 14 days' notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Institute. Such exclusion may be forever or for a limited period as decided by the Institute.
- 2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Institute 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 Institute apart from exercising any legal rights that may have accrued to the Institute, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) Criminal Liability: If the Institute obtains knowledge of conduct of a bidder or Contractor, or of an employee or a representative or an associate of a bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Institute has substantive suspicion in this regard, the Institute will inform the same to law enforcing agencies for further investigation.

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 anticorruption 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 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/Contractor as deemed fit by the Institute.
- 3) If the Bidder/Contractor 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/Contractors/Subcontractors

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/ sub-vendors.
- 2) The Institute will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Institute will disqualify Bidders, who do not submit, the duly signed Pact between the Institute 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

- 1) This Pact begins when both the parties have legally signed it. It expires for the Contractor/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.
- 2) 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 discharged/determined by the Competent Authority, IIIT Sri City.

Article 7: Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Institute, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor 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.

- 4) 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.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Institute in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8: Legal & 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 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 following witnesses:

.....
(For and on behalf of the Institute)

.....
(For and on behalf of Bidder/Contractor)

WITNESSES:

1.
(Signature, name and address)

2.
(Signature, name and address)

Place:

Date:

Annexure – IV**DETAILS TO BE FURNISHED BY THE BIDDERS**

1. Name of the Firm/Company :
(Attach copy of the Registration Certificate)
2. Address for Communication :
3. Contact Person Telephone / Mobile No. :
4. E-mail :
5. Constitution of Firm : Proprietorship / Partnership / Pvt. Ltd. /
Public Ltd. / Any Other (Please Specify)
6. Details of Proprietor/Partner/Director :
7. GST Registration No. :
(Attach copy of the GST Registration Certificate)
8. PAN Number :
(Attach copy of the PAN Card)

This is to certify that the above facts are true complete and correct to the best of my knowledge and belief. Further, it is certified that I/We have read and understood the terms and conditions of the Tender Notice.

I/We give an undertaking and give our unconditional and unequivocal acceptance of all terms and conditions of the Tender and agree to abide by these terms and conditions.

Name and Signature of the Applicant

Seal of the Firm/Company

Signature of the Bidder

Annexure – V

DECLARATION REGARDING BLACK-LISTING AND/ OR LITIGATIONS

I/we hereby declare that our firm/agency is not black-listed by any Ministry or Department of Central Government/State Government or PSU or other bodies under the Central Government/State Government. I/we further declare that no criminal case is registered or pending against the firm/company or its owner/partners/directors anywhere in India.

Date the day of 2025

Signature of Bidder

Name & Address of Bidder

.....

Annexure – VI**PROFORMA OF EXPERIENCE****DETAILS OF SIMILAR WORKS CARRIED OUT BY THE FIRM**

(SEPARATE SHEETS TO BE ATTACHED)

S. No.	NAME OF ORGANISATION	NAME OF WORK	CONTRACT VALUE	SCHEDULED DATE AND ACTUAL DATE OF COMPLETION (EXTN. OF TIME, IF ANY)	ACTUAL REASON FOR DELAY IN COMPLETION, IF ANY

Annexure – VII**FINANCIAL INFORMATION****1. Banker Details**

Name of the Bank :
 Branch with Address :
 Contact Person in the Bank :
 Contact Details :

2. Details of Chartered Accountant

Name & Address :
 Registration Details of CA :
 Contact Details :
 Email Address :

3. Financial Analysis

Details to be furnished duly supported by figures in Balance Sheet / Profit and Loss Account for the last Five (5) years duly certified by the Chartered Accountant, as submitted by the applicant to the Income-Tax Department (Copies to be attached).

Particulars	2021-22	2022-23	2023-24
1. Gross Annual Turn-over in Construction Works			
2. Profit / Loss			
3. Financial Position:			
a. Cash			
b. Current Assets			
c. Current Liabilities			
d. Working Capital (b – c)			

4. Income Tax Clearance Certificate duly attested by the CA.**5. Financial arrangements for carrying out the proposed works**

.....
 (Signature of the Chartered Accountant)

.....
 (Signature of the Applicant)

Annexure – VIII**FORMAT OF PERFORMANCE BANK GUARANTEE**

To
The Registrar,
Indian Institute of Information Technology Sri City, Chittoor
No. 630, Gnan Marg, Sri City,
Tirupathi District – 517 646
Andhra Pradesh.

WHEREAS... (name and address of contractor) thereafter called
“the contractor” has undertaken, in pursuance of Contract No.
..... Dated to execute
(Name of Contract and brief description of Works) (Herein after called “the contract”).

AND WHEREAS it has been stipulated by you in the said contract that the Contractor shall furnish you with a Bank Guarantee by a Nationalized/Scheduled bank of India for the sum specified therein as performance guarantee for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREOF we hereby affirm that we are the guarantor and responsible to you on behalf of the Contractor, up to a total of Rs..... (Amount of guarantee) Rupees. (in words), such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of
(amount of guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

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

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

Signature of the Bidder

This guarantee shall be valid until 60 days from the date of completion of the AMC duration.

Signature and seal of the Guarantor.....

Name of the Bank

Address.....

Date.....

In the presence of

1.....

(Name of Occupation)

2.....

(Name of Occupation)

An amount shall be inserted by the Guarantor, representing the percentage of the Contract Price specified in the Contract and denominated in Indian Rupees.

PART – II
PRICE BID

[Bidders to Refer/use the online CPP Portal BOQ
for Pricing]

Validate		Print		Help		Item Wise BoQ				
Tender Inviting Authority: Registrar, IIIT Sri City, Chittoor										
Name of Work: Comprehensive Annual Maintenance Contract (CAMC) of VRF Air Conditioning System installed in Academic Block at IIIT Sri City										
Contract No: IIITS/NIT/VRF AC AMC/2025/034										
Name of the Bidder/ Bidding Firm / Company										
PRICE SCHEDULE (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)										
NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	GST (If applicable in Percentage, To be entered by the Bidder)	GST Amount in Rs. P	TOTAL AMOUNT excluding taxes in Rs. P	TOTAL AMOUNT including taxes in Rs. P	TOTAL AMOUNT In Words
1	2	3	4	5	13	14	15	53	54	55
1	Comprehensive Annual Maintenance Charges for VRF, Split, Casette, ductable etc. air conditioning system including material complete in respect of full scope, as per the equipment list, tender terms & conditions. 1. TISHIBA MAKE - 56 HP (4 x 14HP) 2. HITACHI MAKE - 44 HP (2 x 18HP + 1 x 8 HP)									
2	1st year Comprehensive AMC	item 1	12.00	Months			0.00	0.00	0.00	INR Zero Only
3	2nd year Comprehensive AMC	item 2	12.00	Months			0.00	0.00	0.00	INR Zero Only
4	3rd year Comprehensive AMC	item 3	12.00	Months			0.00	0.00	0.00	INR Zero Only
Total in Figures								0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

Note: Column 13 & 14 only shall be filled by the bidder.

Signature of the Bidder