



**IIM SIRMAUR**  
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**Notice Inviting Tender for  
THIRD-PARTY QUALITY ASSURANCE (TPQA) SERVICES for Permanent  
Campus of IIM Sirmaur**

**NIT No.: IIMS/NIT/TPQA/2022-23/02 Dated 06 January 2023**

**Indian Institute of Management Sirmaur  
Rampur Ghat Road, Paonta Sahib, Sirmaur - 173 025  
Ph: +91 1704-277 303  
Website: <https://www.iimsirmaur.ac.in>.**



**INDIAN INSTITUTE OF MANAGEMENT SIRMAUR**

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### NOTICE INVITING TENDER

#### LIMITED E-TENDER FOR THIRD-PARTY QUALITY ASSURANCE (TPQA) SERVICES

The Indian Institute of Management, Sirmaur, an autonomous Institute established under Ministry of Education, Government of India hereby invites e-Tenders under two-bid system (technical-cum-eligibility bid and financial bid) preferably from Central PSUs and other TPQA agencies with experience of providing TPQA services at IIMs/NITs/IIITs/IITs/CPSEs/State Govt. Ventures, for the ongoing construction of all buildings including all Civil, E&M services, Electrical, HAVC, Bulk services etc., at the permanent campus of IIM Sirmaur at Dhaula Kuan, District Sirmaur, (H.P). It may be noted that the construction of IIM Sirmaur project at Dhaula Kuan is in progress: (As of now Physical Progress: 60 % and Financial progress 50 %). The bidding parties are advised to visit the site before participating in the bid process for better understanding. The agencies are required to visit the website <https://www.tenderwizard.com/etenders> to submit tender online for the works.

The Estimated Cost of work under progress for which TPQA called is Rs. 260.84 Crore: Tentative time period for providing TPQA services 12 months/till completion of project at site, whichever is later.

- a) SCHEDULE OF TENDERING PROCESS NIT No. IIMS/NIT/TPQA/2022-23/02 dated January, 06, 2023.
- b) Date of Publication of NIT on Institute website/Tender Wizard: 06/Jan/2023
- c) Date and time of online Pre-Bid Meeting: 12/Jan/2023 at 03.00 pm
- d) EMD: Rs.2,00,000/- to be credited online (NEFT/RTGS) to below:  
Account Holder – Indian Institute of Management Sirmaur  
Account No. – 140701000266  
IFSC Code – ICIC0001407
- e) Last date and time of submission of online bid document : 21/Jan/2023 up to 03.00 pm Online Mode of submission of bids website: <https://www.tenderwizard.com/etenders>. For any details and queries email [cao@iimsirmaur.ac.in](mailto:cao@iimsirmaur.ac.in)
- f) Opening of e-technical bid documents: On 23/Jan/2023 at 03.30 pm
- g) Opening of e-financial bids of technically responsive bidders: Will be intimated later to the technically qualified / responsive bidders through email.

### INSTRUCTIONS TO BIDDERS

The standard terms and conditions of the contract for providing Third-Party Quality Assurance (TPQA) Services are contained in this document. The bidders are requested to go through the following documents:

- Pre-Qualification Criteria
- Terms of Engagement

## 1 Pre-Qualification Criteria

- The interested party should have successfully completed TPQA for construction works in multi-storied buildings in IIMs/NITs/IIITs/IITs/CPSEs including all civil and E&M services / bulk services of at least 3 works of 40% value OR 2 works of 50% value OR one work of 80% value of the project cost of Rs. 260.84 Cr. (Work orders to this effect must be enclosed.)
- Average financial turnover of the TPQA should not be less than Rs.3 Cr over last five financial years. (Proof of turnover should be enclosed.)

## 2 Minimum full time manpower to be engaged at site

Requirement of Technical manpower and Recovery Rates

Sl. No.	Minimum Qualification of Technical Representative	Number (of Civil + Electrical)	Minimum Experience (Years)	Designation (Technical Staff)	Rate at which recovery shall be made from TPQA agency in the event of non- deployment.	
					Figures(Rs)	Words
1.	Graduate Engineer	1+1	8	Project / Site Engineer	40000/- per month	Rs. Forty Thousand per month.

Degree of deployed Engineer should be corresponding to his discipline of work involved. (Manpower list is to be enclosed with name and CV, designation, qualification, experience, remarks etc.)

## 3 Terms of Engagement for TPQA

**Quality Assurance of a work** is defined as a process which exercises various checks at different stages of a work right from its inception till its acceptance, to put it in service to ensure that the work has been properly designed and constructed as per approved designs, drawings and specifications.

**Confirmatory Testing** is defined as the sampling and testing which is carried out independent of quality control sampling and testing to confirm that the executing agency results which have been reported are correct and representative, with statistical parameters of the material being produced/ processed.

**Acceptance** is defined as those operations, inspections, sampling and accepting the tests that are conducted to determine whether the product or service will be accepted for use. Acceptance is determined using a statistically based acceptance plan in construction with assurance that the executing agency has fulfilled the quality control obligations. Acceptance is the responsibility of the client.





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पाँवटा साहिब, सिरमौर।  
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This Terms of Engagement is for providing the services of Third Party Quality Assurance (herein after called TPQA) for the work of "Construction of permanent campus (Phase-1) of IIM Sirmaur at Dhaula Kuan, Paonta Sahib, District Sirmaur, Himachal Pradesh consisting of Student hostel, Married student hostel, Student hostel mess, Student Activity Center, Director Residence, Community Center, Faculty residences of different sizes, Staff Residences of different sizes, Class Room Complex 01 & 02, faculty building, MDP class room complex, Library and Computer center, Auditorium and Incubation Center, Administrative Block, Guest House & MDP accommodation, Medical center, Meditation Center, ESS-1, 2 & 3, AC Plant Room, Bus stop and Gate complex with all internal and external development including roads, sewage disposal, water supply, firefighting works, hard landscape and irrigation works, signage etc." which is being executed by CPWD through KCPL for IIM Sirmaur.

- I. Date of start of TPQA Services: 7<sup>th</sup> day from the date of issue of letter of acceptance by IIM Sirmaur.
  - II. Date of Completion: The services of TPQA shall be required up to the actual completion of work. In case the execution of work continues beyond stipulated date of completion, the TPQA services shall be provided in extended period also on pro-rata basis. In effect, the duration of service will not be less than 15 months.
  - III. Purpose: The purpose of TPQA is to ensure that the contractor appointed by CPWD follows the standard codes of practices for construction, provisions of the contract and specifications. The contractor performs all mandatory field and laboratory tests for various materials to ensure that all works in his scope meet the specifications and test results are in order.
- 4 Documents to be referred by TPQA:
- a) Tender Specifications, CPWD specifications, relevant IS and international codes as applicable.
  - b) Quality assurance Plans and quality control procedures, formats developed by CPWD and construction agency.
  - c) Up to date quality assurance circulars issued by CPWD from time to time applicable to the contract.
  - d) Any other relevant document as mutually deemed fit by TPQA and CPWD for aspects not covered in Indian standards and /or International standards.



## 5 Scope of Work (TPQA services):

- a) TPQA will develop minimum quality assurance plan considering all provisions under para 53.2 of CPWD manual. TPQA will monitor that provisions of QA plan are being observed at site and further tests as per the agreement conditions are also carried out in field and /or outside lab. A standard protocol of reporting is provided as below:

Name of Report	Contents	Frequency
Field Quality Assurance Report	Field / laboratory test report, observations, analysis and recommendations for further action etc.	Immediately upon completion of field visit/ lab test
Periodic / Fortnightly Reports (as outlined in stages)	Abstract of Field Test Reports, General Contract Summary, Issues for follow up and compliance, special recommendations on any modification required.	Within one week of the completion of the stage
End of Project Report	Contract summary, brief description of services, special events.	One month before contract completion
Day to Day inspection report	Field tests /observations analysis of Processes and recommendations	Immediately upon observation of nonstandard engineering process

- b) TPQA team is to check the work during execution for the following purposes:

- To ensure that the site is equipped with necessary documents like copy of agreement, CPWD specifications, copy of relevant codes, file containing inspection reports by CPWD officers, list of approved makes, samples of approved materials, tools for checking quality of work & testing facilities, calibration reports of equipment being used at site and elsewhere.
- To help prepare reply for letters given by CPWD to IIM, Sirmaur regarding delays/bottlenecks in work which may have subsequent bearing on completion of work and may incite agency to go in for the Arbitration
- To prepare vetting/ audit/CTE reply on behalf of IIM, if required.
- To check that NOC for fire is in proper order and validity, completion certificate, occupancy certificate/ lift inspection certificate/ electrical inspector's certificate, etc. have been obtained from the local/relevant body. Moreover, all as-built and completed services drawings to be obtained from CPWD after completion of work. Further, Technical data sheet, test reports in respect of all electro-mechanical equipment with warranty may also be obtained from CPWD after completion of building including O & M services.





- To check the functioning of all services including PE work, firefighting system, DG set/Transformers, Chillers, Lifts, STP, etc. including load test before the handing over process
- To ensure that site records like test registers for various materials, materials at site register etc. all prescribed register as per agreement.
- To ensure that the works are continuously and properly supervised by CPWD and the Architect team. Necessary data and documents will be collected by the TPQA from the CPWD, Architect and the construction executing agency.
- To inspect works during execution for three important factors:
- **Material:** Quality and Testing of materials keeping in view the requirement of contract specifications, ISI marked/CPWD/architect approved materials. The TPQA will ensure that the contractor performs quality control/assurance test on materials and construction activities as per the laid down conditions and procedures. At least the 10% tests as per the CPWD guidelines are performed at approved outside laboratories. For Inspection of materials, Electrical cables and panels etc., Air-conditioning Equipment's and for any other inspections at manufacturing site the IIM Sirmaur may request the representative of TPQA to witness the test. The Travelling expenses for such inspections by representative of TPQA shall be borne by IIM bidding agency and no claim shall be entertained by IIM Sirmaur this respect. TPQA will review all reports & records for the regular field testing carried out by contractor as per the contract conditions. The TPQA will review the manufacturer's testing report of various materials and also check and review reports received from outside labs and also of tests got conducted by contractor.
- **Workmanship:** To check that sound engineering practice and laid down procedures are being followed in execution of works and constructed buildings conforms to the desired level of functionality and aesthetics. The TPQA will check the workmanship & methods adopted for completing the activities of work by construction agency and any shortcomings shall be informed for rectification. The TPQA shall also highlight the problem area, if any, and suggest steps /solutions to rectify the same so as to achieve the overall target of quality and time.
- **Safety and workers' welfare:** To check that safety and workers' welfare provisions are followed and ensured by CPWD/ contractor during execution.





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- c) The TPQA team will inspect the works on daily basis during execution stage and final inspection after completion of work. If the progress at site is not as per the schedule of completion given by CPWD/Contractor, the same should be brought to the notice of CAO. The Inspections are to be planned in consultation with CPWD to ensure that all critical activities are inspected.
- d) The TPQA inspection report shall be submitted fortnightly to the IIM Sirmaur with a copy to SE & PD CPWD in a suitably designed format. The TPQA may however add any other detail in inspection report if so necessary.
- e) The TPQA shall check that the CPWD gets rectified the defects, omissions, errors etc. pointed out in inspection reports. If it is observed by TPQA that defects are not rectified by executing agency the matter shall be reported to IIM Sirmaur to take necessary action by CPWD.
- f) TPQA shall mention the details of defective work in inspection report to be dismantled by executing agency.
- g) All assistance will be provided by TPQA for taking over of the completed project by IIM Sirmaur from CPWD.
- h) Deduction to be made for non-engagement of manpower as prescribed in minimum manpower deployment table at page no. 2
- i) TPQA Personnel: The TPQA shall be carried out by qualified/experienced personnel of concerned branch of engineering. It shall be carried out for all services related to civil, E&M, etc. all inclusive.
- j) Checking of Marked up GFC drawings and As-built drawings submitted by PMC & Architect

#### 6 Mode of Billing and Payment to the TPQA:

- a) Fees shall be paid during execution of work on pro rata basis of financial progress of work under execution based on the gross value of work done as per running account payment made to the contractor by CPWD.
- b) The TPQA' fees as per scope of work will be paid as per accepted rate after receipt of inspection report. The fee shall be payable from the date from which the services are started by TPQA.
- c) The TPQA shall raise the invoice for the payment of fees.







- d) The fees payable to TPQA shall be calculated on the basis of 90 % of the gross value of work done of the RA bill paid to contractor by the CPWD till the month of Inspection. The balance 10% fees shall be released as final bill after receipt of final inspection report. The final bill shall be released after 3 months of final inspection report submitted by TPQA or after handing over of building by SE, CPWD to IIM Sirmaur for use whichever is later.
- e) The quoted lump sum fees are deemed to include salary of field engineers and personnel, the cost of all visits by its project manager to the site of work, the cost of all office expenses, Institute charges, stationary, conveyance, supporting staff, typists, attending meetings at site or at IIM Sirmaur campus in Paonta Sahib and any other related expenses as required for the job.
- f) The GST as applicable at the time of payment shall be paid along with the bill.
- g) The income tax and any other statutory recoveries applicable from the payment as per rule shall be deducted. The same shall not be deducted if TPQA agency produces a certificate of exemption of the same.

**Termination and /or Foreclosure of TPQA Services:** The IIM Sirmaur the agency may in its sole discretion and for any reason whatsoever, terminate/foreclose this agreement by giving a 30 (thirty) days written notice of termination / foreclosure to the other party without assigning any reason whatsoever at any stage of engagement. Upon termination/foreclosure of agreement IIM Sirmaur shall make the following payments to the TPQA agency (after offsetting against these payments any amount that may be due from TPQA agency to IIM Sirmaur):

- a) Fees payable to the services satisfactorily performed prior to the effective date of termination/foreclosure.
- b) Reimbursable expenditure actually incurred prior to the effective date of termination/foreclosure.
- c) Notices: Any notice, request or consent required or permitted to be given or made pursuant to this agreement shall be in writing. Any such notice request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the party to whom communication is addressed or when sent by registered mail, to such party.
- d) Modification: Modification of the terms of engagement, including any modification in the scope of the services, may only be made by written agreement between the parties, however each party shall give due consideration to any proposal for modification made by the other party.





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- e) Settlement of Disputes & Arbitration: Except where otherwise provided in the agreement, all questions and disputes relating to the matters under this agreement or these conditions or otherwise concerning the works or the execution of failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as under:
- f) If the TPQA agency considers any work demanded of him to be outside the requirements of the agreement, or disputes any record or decision given in writing by IIM Sirmaur or its authorized representative on any matter in connection with or arising out of agreement or carrying out of the work, to be unacceptable, TPQA agency shall promptly within 15 days request the Director IIM Sirmaur in writing for redressal of the dispute and the Director IIM Sirmaur shall thereupon give his decision within 30 days of receipt of such request.
- g) If TPQA is not satisfied with the decision of the Director IIM Sirmaur, the same will be resolved in accordance with the procedure prescribed by the Government of India in this regard.
- h) Authorized Representatives: Any action required or permitted to be taken, and document required or permitted to be executed, under this agreement by IIM Sirmaur or the TPQA agency may be taken or executed by the official nominated by each Party.

## 7 Preparation and Submission of bids

- a) The tender shall be accepted only through online e-tendering process and all details pertaining to the tender and guidelines for e-tendering are available on the website of IIM Sirmaur and <https://www.tenderwizard.com/etenders>.
- b) Intending party needs to register themselves on the e-tendering website <https://www.tenderwizard.com/etenders> to get the USER ID and PASSWORD by paying required registration fee (Annual & Non-Refundable) through e-payment only and completing the steps specified on above referred website.
- c) Bid submission through any other mode will not be accepted.
- d) All pages of the tender document shall be invariably signed by the authorized Personnel and Company's rubber stamp affixed. Photocopies of all certificates shall be self-attested by the authorized personnel. There shall be no corrections or overwriting in the tender document. Corrections, if any, should be made clearly and countersigned.





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- e) Bidders must upload soft copies/scanned copies of all documents while uploading e-tender on the website.
- f) If the bid is made by an individual on behalf of the party, he/she shall sign it with his/her full name and his/her address designation along with the complete details of the organization, authorization for bidding on behalf of the concerned organization shall also be uploaded.
- g) The bids of agencies with Joint venture and Amalgamation will be summarily rejected.
- h) For any further clarification, the Chief Administrator of the Institute may be contacted.[email: [cao@iimsirmaur.ac.in](mailto:cao@iimsirmaur.ac.in)]
- i) In case of any holiday or unforeseen closure of the institute on the scheduled day of opening of the bids, the bids will be opened on the next working day at the same time, but the deadline for validity of the bid will be for 45 days from the last date of submission of bid.
- j) The financial bid (in the given format) and other documents have to be uploaded separately online at <https://www.tenderwizard.com/etenders>. The date of Submission of online Technical and Financial will be as per tender notice.



**FINANCIAL BID**

From

Sir,

Sub: "Financial Bid in lump sum amount for the NIT for TPQA services at IIM Sirmaur"

Name of work: "TPQA Services for the construction of various buildings at IIM SIRMAUR

I,....., TPQA herewith quote the financial bids for considering our Agency / Institute as TPQA for above work as per the scope of work given in the enclosed NIT.

S. No	Description of Service	Estimated cost of the work (in Rs)		Amount in Rs
		For Executed work	For Balance work	
1	Providing TPQA services for the above work as per the terms and conditions mentioned in the tender.	130 Crore*		
		130 Crore		
		Lump Sum amount		

\*Earlier TPQA has already rendered services till June 2022.

Yours faithfully,

Signature (Authorized Representative of the TPQA)

Full Name Designation -

k) Requirements for Vendors for uploading online tender. Registration with portal [www.tenderwizard.com/etenders](http://www.tenderwizard.com/etenders) Class-III Digital signature certificate in the name of the company of the vendor is mandatory (in the name of the company who will be submitting the EMD & general information). Bids will not be recorded without Digital Signature Certificate. Bidders will have to pay through e-payment.

l) Proforma for submission of documents is as under:



(THIS "OFFER LETTER" TO BE SUBMITTED IN BIDDER'S LETTER HEAD)

Ref no. .... / Dated \_\_\_ /Dec/2022

To  
The Chief Administrative Officer  
IIM Sirmaur  
Paonta Sahib – 173025 (H.P)

Sub: "Appointment of Third-Party Quality Assurance Agency For Construction Works at IIM Sirmaur" against Tender No: ..... / Dated \_\_\_ /Jan/2023

1. In reference to above, I/We are enclosing our irrevocable tender for execution of the work  
"Appointment of Third-Party Quality Assurance Agency For Construction Works at IIM Sirmaur." as per tender document within the time schedule mentioned therein and accepted by me/us, at the value quoted by me/us for the whole works/ supply/ service in accordance with terms and conditions, specifications as detailed in the tender document. Having examined the detail given in e-Tender Notice and Bid Document for the above works/ service, I/We hereby submit the relevant information.
2. I/We had paid the EMD or I/ We are exempted being MSME registered firm. A valid certificate is enclosed.
3. I/ We had read entire tender documents and unconditionally accept all the terms and conditions laid down in the Tender document.
4. I/We enclose herewith documentary evidence of my/our experience of execution of work/ service of similar nature and magnitude carried out by me/us as per the eligibility criteria along  
with the other documents mentioned in the tender document.
5. I/ We confirm and declare that we are not blacklisted/ debarred/ de-registered by any Government department/ Public Sector Undertaking/ Autonomous bodies or any other agency for which we have executed/ undertaken the works/ supply /services during the last 5 years.
6. It is certified that all the information given hereby as well as in the enclosed eligibility bid documents are correct to the best of my knowledge and believe. It is also understood that I/We shall be liable to be debarred, disqualified in case any information furnished by me/us found to be incorrect.

Date.....day of ...../Jan/2022

Name of the Bidder with Address:

Name:

Address:

Signature of Bidder(s), with the seal of Firm



## 8 Evaluation Procedure:

The bids received shall be evaluated by an evaluation committee appointed by IIM Sirmaur. The bids will be evaluated for conformity to the prescribed eligibility criteria and only those who satisfy the eligibility criteria will be considered for further evaluation. The successful agency will be selected on Combined Quality-cum-Cost-Based System (CQCCBS).

- a) Under CQCCBS, the technical proposals will be allotted weightage of 70% and the financial proposals will be allotted weightage of 30%.
- b) The technical score including the Power point presentation by the Consultants will be evaluated by a committee for a maximum of 100 marks as detailed below:

<b>a</b>	Experience of the Applicant in Quality Assurance Service	
	<ol style="list-style-type: none"> <li>I. Full 30 marks will be awarded to the agency having the experience of TPQA works of 10 or more years.</li> <li>II. Marks will be awarded to the agency having fulfilled the eligibility criteria and having equal to or less than 7 years.</li> </ol>	<p>30</p> <p>22</p>
<b>b</b>	I. Minimum Manpower to be deployed at site	22
	II. Additional technical manpower deputed full time at site/periodically shall be mentioned including project lead and the same shall be evaluated for extra marks. (to be indicated by the agency in their PPT also.)	Up to maximum 30
<b>c</b>	QA / QC Services (Methodology, Software application, In house capacity, Infrastructure) Available technical resources (to be indicated by the agency in their PPT)	20
<b>d</b>	Quality of presentation Presentation to be made by the person actually supposed to be deployed. No marks shall be awarded if any other person makes presentation.	20

- c. The financial bids of only those agencies who secure a qualifying mark of 60% (i.e 60 out of 100 as per the table above) in the technical bid evaluation, will be opened on a date to be intimated later. The technical score will have 70% weightage. (e.g Bidder scoring 100 out of 100 will have a score of 70)
- d. The details given in the Power point presentation of the successful bidder will form part of the agreement.



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- e. Contract for the on-going work was awarded on July, 2020 for an amount of Rs. 260.84 Cr.
- f. Till date work amounting to Rs.130 Cr. has been executed, further work is in progress.
- g. The prospective bidder has to quote the financial bid for a lump sum amount on the above considerations. This amount is exclusive of GST. (To be attached by the bidder in its letter head with authorized signature)
- h. Lowest financial bid will be assigned a score of 100 (with 30 % weightage) and other bids will be assigned scores that are inversely proportional to their quoted amount.
  - i. The total score, both technical and financial shall be obtained by weighing the quality and cost scores and adding them up.
  - ii. The calculation for arriving at the total combined score (Quality and Cost) is given below.

Score obtained by a Bidder for the Technical bid : M  
Amount quoted by the lowest bidder : L1  
Amount quoted by a Bidder : L  
Points for Financial score (F) of the bidder :  $(L1/L) \times 100 = F$   
Combined Technical and Financial score (H) of the bidder :  
 $M \times 0.70 + F \times 0.30 = H$

Note : In case of a tie at the top position between two or more applicants, preference shall be given to the applicant who has a higher Technical Evaluation Score, and this applicant will be required to match the lowest price bid amongst those in the tie.

The contract will be awarded to the successful bidder at his/her quoted amount based on the combined technical score. The employer (Director, IIM Sirmaur) reserves the right to accept or reject any application and to annul the qualification process / tender process and reject all applications at any time without assigning any reason or incurring any liability to the applicants.

## 9 Award of Contract

- a. The contract for TPQA shall be awarded to the lowest bidder offering the bid in conformity with the requirements of these specifications and documents. The successful bidder shall enter into an contract agreement with IIM Sirmaur consisting of this NIT and letter of award on a Non-judicial stamp paper of ₹100/-.
- b. TPQA services have to be carried out for the whole work including all subheads/contracts etc.
- c. If there is any contradiction in provisions of these tender documents with that of





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contract of executing agency, the provisions of the contract with the executing agency, shall prevail and any matter/ dispute in this regard shall be decided by the Director, IIM Sirmaur.

d. All disputes regarding the engagement of TPQA shall be under the jurisdiction of courts at Paonta Sahib, H.P.

## 10 Definitions

Unless the context otherwise requires the following terms whenever used in this contract have the following meanings

- a) **"Applicable law"** means the law and any other instruments having the force of law in India, as may be issued and in force from time to time;
- b) **"Contract"** means the contract signed by the parties, to which these Contract Conditions of contract are attached, together with all the related documents of such signed contract;
- c) **"Effective Date"** means the date on which this contract comes into force and effect pursuant to conditions enumerated in the tender document and contract agreement being executed.
- d) **"Government"** means the Government of India.
- e) **"Personnel"** mean persons hired employed by the TPQA.
- f) **"Party"** means the client or the TPQA, as the case may be and **"Parties"** mean both of them.
- g) **"Services"** means the work to be performed by the TPQA pursuant to this contract for the purpose of the project, as described in Terms of reference.
- h) **"Institute"** means –IIM Sirmaur; represented by its authorized Representative
- i) **"CPWD"** means Central Public Works Department





### 11 Checklist of documents

Copies of all supporting documents by the bidder in support of below particulars must be attached along with this checklist

Sr. No.	Particulars	Details/ Compliance (Y/N)	If Submitted, Mention Page No.	Remarks
1	Proforma for submission of offer letter of e - tender document, declaration and bidder Details as per page no. 11 of the tender document.			
2	Copy of Permanent Account Number (PAN)			
3	Copy of GST Registration Certificate			
4	Bidder's Annual Average Turnover Rs. 3.0 cr during five years ending March 2022. (Copy of Chartered accountant certificate to be attached)			
5	List of major clients from Government Dept./Public Sector Undertaking/ Autonomous Body and reputed commercial organizations. (Copies of Work orders showing project cost and Completion certificates, if any, to be attached)			
6	Proof of EMD			
7	Financial Bid			

\*\*\*\*\* End \*\*\*\*\*