



**NATIONAL INSTITUTE OF FOOD TECHNOLOGY,
ENTREPRENEURSHIP AND MANAGEMENT,
THANJAVUR (NIFTEM-T)
(An Institute of National Importance)**

Ministry of Food Processing Industries, Government of India

Pudukkottai Road, Thanjavur - 613 005, Tamil Nadu, India

Tel.: 04362-228155, Email: director@iifpt.edu.in, Website: www.niftem-t.ac.in

No: NIFTEM-T/EOI/2026

Date: 11.10.2026

EXPRESSION OF INTEREST

National Institute of Food Technology, Entrepreneurship and Management, Thanjavur (NIFTEM-T), an Institute of National Importance, under the Ministry of Food Processing Industries, Government of India situated at Pudukkottai Road, near Thanjavur Air Force Station, Thanjavur-613005 invites **Expression of Interest from Central/State Government Departments, Semi-Government Agencies and Public Sector Undertakings (PSUs) covered under Rule 133(3) of the GFR, 2017 for engagement as Project Management Agency for undertaking Repairs, Maintenance, Special Repairs and Construction Works at NIFTEM, Thanjavur as Project Management Agency for a period of three (3) years on Lump Sum Service Charge basis.** The last date for submission of filled in tender will be on or before **03.00 PM on 03.11.2026 (Tuesday)**. The NIT, Terms & Conditions and other details can be downloaded from website <http://www.niftem-t.ac.in/tenders.php>

REGISTRAR

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Expression of Interest from Central/State Government Departments, Semi-Government Agencies and Public Sector Undertakings (PSUs) covered under Rule 133(3) of the GFR, 2017 for engagement as Project Management Agency for undertaking Repairs, Maintenance, Special Repairs and Construction Works at NIFTEM-T, Thanjavur

National Institute of Food Technology, Entrepreneurship and Management, Thanjavur (NIFTEM-T), an Institute of National Importance, formerly known as Indian Institute of Food Processing Technology (IIFPT), under the Ministry of Food Processing Industries, Government of India, situated at Pudukottai Road, near Thanjavur Air Force Station, Thanjavur – 613 005, invites “ **Expression of Interest from Central / State Government / Semi-Government agencies/PSU, for undertaking Repairs, Maintenance, Special Repairs and Construction works of Institute Buildings and Quarters at Thanjavur as Project Management Agency** for a period of **three (3) years**, on a Lump Sum Service Charge basis, as per the terms and conditions stipulated in the EOI document.

1. Details of Existing Buildings, Quarters and Other Infrastructure

The details of the buildings, quarters and other infrastructure at NIFTEM-T, Thanjavur are furnished below:

Sl. No.	Description of Building / Infrastructure	No. of Floors	Total Built-up Area (sq. m)	Year of Construction
1	Dr. Subrahmanyan Bhawan	G+2	5,319	2009–2010
2	Dr. A.P.J. Abdul Kalam Block	G+1	6138	2013–2014
3	Dr. A.P.J. Abdul Kalam Block	2 nd floor	2130	2025-2026
4	Centre of Excellence in Nonthermal Processing (CENTP)	G+1	1,474	2021–2022
5	Centre of Excellence in Grain Sciences (CEGS)	G	418	2020–2021
6	MSSR Complex	G+1	1,924	1985–1986
7	Incubation Centre	G	1,090	1985–1986
8	Workshop and Fabrication Unit	G	392	1985–1986
9	Girls Hostel (150 occupants)	G+3	4,680	2020–2021
10	Boys Hostel (120 occupants)	G+2	1,878	2013–2014
11	Quarters – Type II: 8 Nos.; Type III: 2 Nos.; Type V: 1 No.; Type VI: 1 No.	G+1	—	1985–1986
12	Trainees Hostel (45 occupants)	G+2	612	1985–1986
13	Other Infrastructure such as Canteen, Playground, Roads, Overhead Tank (OHT), Galvalume Sheds, etc.	—	—	—

2. Nature of Work/Terms of Reference

- Undertaking Repairs, Maintenance, Annual Repairs, and Special Repairs to Institute Buildings and Staff Quarters detailed above.

- b. Undertaking any kind of Civil, Interiors, Electrical, Air-Conditioning works related with the Institute Requirements.
- c. Construction of Residential and Non-residential Buildings related with the Institute as per requirements.

3. General Terms and Conditions

2.1. The works shall be executed in accordance with the applicable CPWD Specifications, norms and procedures, and by following the provisions of the General Financial Rules (GFR) and applicable CVC guidelines.

2.2. The selected project management agency shall enter into an agreement with NIFTEM-T based on the Institute's standard format of Agreement for Repairs, Maintenance, Annual Repairs, Special Repairs and Construction Works. A copy of the draft Agreement is enclosed as **Annexure – 3**.

2.3. The agreement shall remain in force for a period of three (3) years from the date of commencement, subject to the terms and conditions of the agreement.

4. Prebid Meeting: A Prebid Meeting to clarify the doubts of the vendors will be conducted. The date and time will be notified in the Institute website.

5. Time Schedule:

Date of Prebid meeting	23.10.2026 at 3.00 PM at NIFTEM-T
Last Date & Time for Bid Submission	03.11.2026 before 3.00 PM
Technical Bids Opening Date & Time	03.11.2026 at 4.00 PM
Financial Bids Opening Date & Time	Only the Financial Bids of those agencies that qualify in the Technical Bid evaluation shall be opened. The date and time for opening of the Financial Bids shall be intimated separately to the Technically qualified agencies.

6. Submission of Expression of Interest

The interested and eligible Agencies shall submit their Expression of Interest (EOI) in a sealed two-cover system through a single-stage process, comprising the following:

1. **Technical Bid: To be submitted in a separate sealed cover.**
2. **Financial Bid: To be submitted in a separate sealed cover.**

The sealed Technical Bid cover and Financial Bid cover shall be placed together in a **single sealed outer cover, superscribed as follows:**

“EXPRESSION OF INTEREST FROM CENTRAL/STATE GOVERNMENT DEPARTMENTS, SEMI-GOVERNMENT AGENCIES AND PUBLIC SECTOR UNDERTAKINGS (PSUS) COVERED UNDER RULE 133(3) OF THE GFR, 2017 FOR ENGAGEMENT AS PROJECT MANAGEMENT AGENCY FOR UNDERTAKING REPAIRS, MAINTENANCE, SPECIAL REPAIRS AND CONSTRUCTION WORKS AT NIFTEM-T, THANJAVUR”

The outer cover shall be addressed to:

The Director

National Institute of Food Technology, Entrepreneurship and Management (NIFTEM-T)

Pudukottai Road, Thanjavur

Tamil Nadu – 613 005

The sealed EOI shall be dropped in the “**Drop Box**” kept at the Directorate Secretariat, NIFTEM-T, Thanjavur, on **03.11.2026 before 03:00 PM**, along with the duly completed Checklist (Annexure–1) and the documents specified below.

7. Technical Bid and Financial Bid shall be submitted in accordance with the requirements prescribed in this EOI document.

7.1 Technical Bid

The Technical Bid shall contain the following details and documents (To be submitted in their Company/Department Letter Head as a proforma)

a) Profile of the Organisation / Department, including its Organisational Structure, PAN, GST, Phone No and e mail identification.

b) Self-declaration clearly indicating the Ministry/Department of the State Government or Central Government/ PSU under which the bidder is functioning.

c) Details of offices established / functioning in Tamil Nadu with address, phone no, mail id and authorised contact person name and Cell No.

d) The bidder shall have experience in carrying out similar nature of work detailed below:

- (1) Repairs, Maintenance and Special Repair Works.
- (2) Retrofitting / Structural Strengthening Works.
- (3) Electrical Works, either exclusively or in combination with Civil Works.
- (4) Interior Works.
- (5) Air-Conditioning Works.
- (6) Building Construction Works.

e) Minimum experience for submission of bid: The bidder shall have minimum experience in successfully completing the project during the last five (5) years ending on the last day of the month in which the EOI is invited.

The bidder shall meet the prescribed experience/eligibility criteria separately for each category in respect of which it intends to undertake the works. Experience under one category shall not be considered as a substitute for the experience requirement prescribed for the other category.

1. Repairs, Maintenance, Special Repair Works including Electrical Works.

The bidder shall have successfully completed any one of the following:

- i. Three similar completed works, each costing not less than **₹100 lakhs** in one financial year during last 5 years. **OR**

- ii. Two similar completed works, each costing not less than **₹150 lakhs** in one financial year during the last 5 years **OR**
- iii. One similar completed work costing not less than **₹250 lakhs** in one financial year during last 5 years.

2. Building Construction Works

The bidder shall have successfully completed any one of the following:

- i. Three similar completed works, each costing not less than **₹400 lakhs** in one financial year during last 5 years. **OR**
- ii. Two similar completed works, each costing not less than **₹600 lakhs** in one financial year during last 5 years. **OR**
- iii. One similar completed work costing not less than **₹800 lakhs** in one financial year during the last 5 years.

f) The bidder shall submit the list of works as defined under Sl. No. 7.1(d) executed during the past five (5) years for Central / State Government Departments, Institutions or PSUs, indicating the cost of the project and the period of execution in the format as per the **Annexure-4**. Satisfactory Completion Certificates from the concerned Client Department shall be enclosed for evaluation of the technical bid under QCBS method.

g) The bidder shall have experience in successfully completed Retrofitting / Structural Strengthening Works in buildings. Satisfactory Completion Certificates from the concerned Client shall be enclosed.

h) The bidder shall have a separate Electrical Wing for execution and monitoring of Electrical Works. Details of the Electrical Wing, including its organisational structure and manpower, shall be furnished.

i) The bidder shall have Average Annual Turnover not less **than 500 Crore** per year during last 5 years. (Audited Balance Sheet copy must be attached)

j) The bidder shall submit an undertaking on its letter head as per the format in **Annexure - 5** duly signed by authorised signatory, confirming that the bidder and its parent company, if any, have not been debarred/blacklisted/banned by any Government Department, Government Organisation, PSU, Autonomous Body or Statutory Authority during last five years preceding the date of submission of bid.

k) The bidder shall submit an undertaking, on the bidder's letter head, confirming that the works shall be executed in accordance with CPWD Specifications, norms and applicable SOPs, and by following GFR provisions and CVC guidelines.

l) The bidder shall submit a consent letter to execute an Agreement with the Institute in the format enclosed as **Annexure – 3**. All pages of the draft Agreement shall be duly signed and stamped as a token of acceptance of its terms and conditions.

m) The bidder shall submit an undertaking for establishing an office inside the Institute and for posting one full-time Graduate Engineer (Civil) at the site during the contract period.

7.2. Financial Bid

The Financial Bid shall contain the following:

a) The Lump Sum Service Charges, quoted as a percentage of the applicable work value, inclusive of all applicable taxes, shall be furnished in the prescribed format enclosed as **Annexure – 2**.

The Financial Bid shall be submitted separately in the Financial Bid cover.

Note: If two or more bidders secured same composite score based on Quality and Cost Based Selection (QCBS) method, the selection may be made based on the organisational profile, satisfactory completion of similar works, client certificates and other relevant terms and conditions specified in the EOI document. Discretion on selection by Director NIFTEM-T is final.

8. Opening of Technical Bids

The Technical Bids of the EOIs received within the stipulated time shall be opened on 03.11.2026 by 4.00 pm at NIFTEM, Thanjavur, in the presence of the representatives of the participating bidders, if any.

9. Opening of Financial Bids

The Financial Bids of only those bidders who qualify in the Technical Bid evaluation shall be opened. The date and time of opening of the Financial Bids shall be intimated separately to the technically qualified bidders.

10. EVALUATION CRITERIA

The bids shall be evaluated as per the Quality and Cost Based Selection (QCBS) method in accordance with Rule 192 of the General Financial Rules (GFR), 2017.

10.1 Technical Evaluation

The Tender Evaluation Committee (TEC) duly constituted by NIFTEM-T shall evaluate the Technical Proposals based on their responsiveness to the Terms of Reference (ToR) and the evaluation criteria specified in the tender document. Only bidders obtaining the minimum qualifying marks in the Technical Evaluation shall be considered for opening of the Financial Proposal under the QCBS process. The Minimum Qualifying marks in Technical Evaluation will be 60%

S. No.	Criterion	Evaluation Criteria
A	Department/PSU Credential	15 marks
1	Overall Experience of Bidder in Civil Construction Works (Proof to be enclosed - Certificate of Incorporation or related)	• Above 50 years: 15 Marks • 25 to 50 Years: 10 Marks • Less than 25 years: 05 Marks
B	Experience in carrying out similar nature of works during last 5 years	70 marks
1	Experience in carrying out Repairs, Maintenance & Special Repair works in Residential and Non-Residential Buildings	Max marks: 10 • More than five Crores: 10 marks • Less than 5 Crores up to 2.5 Crores: 7 marks • Less than 2.5crores: 5 Marks
2.	Experience in carrying out Retrofitting Works/Structuring Strengthening	Max. Marks: 5 Marks • Two or more works: 5 marks • Less than Two: 3 Marks
3.	Experience in Carrying out Interior works	Max. Marks: 5 marks • Three or more works: 5 marks • Less than Three: 3 Marks
4.	Experience in construction of Residential and Non-Residential Buildings (Construction works)	Max. Marks: 10 marks • More than 100 Crores: 10 marks • Less than 100 Crores up to 50 Crores: 7 marks • Less than 50 crores up to 10 crores: 5 marks • Less than 10 Crores: 3 marks
5.	Experience in similar projects in Education University/College (State/Central) Office buildings, Academic Buildings, residential, Hostels etc.) during last five years: Projects successfully completed	Max. 10 marks: • Two University / College buildings and above. = 10 Marks. • Less than two and Others = 4 Marks
6.	Satisfactory Completion Certificate from Client Rating during the past 5 Years.	Max. Marks: 20 Marks • Excellent: 10 Marks for each work. • Very Good: 7 Marks for each work. • Good /Satisfactory: 5 Marks for each work
7.	Experience in Green Building	Max. Marks:05 marks • At least single project successfully completed with 04 Star GRIHA/Gold LEED rating

8.	Experience in Post construction maintenance services in last 5 years	Max Marks: 5 marks: • Three projects where comprehensive Post construction maintenance services are provided- 5 marks. • Below Three: 3 marks
D	Financial Strength	15 marks
i)	Average Annual Financial Turnover in last five financial Year.	Max. Marks: 5 Marks • Above 500 Crores: = 05 Marks • Less than 500 crores up to 250 crores = 03 Marks • Less than 250 Crores: = 02 Marks
ii)	Average Annual Profit in the last five financial years	Max. 5 marks • Above 30 Crores = 5 Marks • Less than 30 crores up to 20 crores = 3 Marks • Less than 20 crores = 2 Marks
iii)	Net worth on 31st March of previous Financial Year.	Max. marks: 5 marks • Above 300 Crores = 5 Marks • Less than 300 Crores up to 200 Crores = 3 marks • Less than 200 Crores: 2 marks.
Total		100 Marks

10.2 Technical and Financial Evaluation (QCBS)

The Technical Evaluation shall be carried out solely on the basis of the documents submitted by the bidder as part of the Technical Bid.

Stage–I: Technical Evaluation

- The Technical Proposal shall be evaluated by the Tender Evaluation Committee (TEC) in accordance with the prescribed evaluation criteria.
- Each responsive bid shall be assigned a Technical Score (TS) out of 100 marks.
- The minimum qualifying Technical Score shall be **60 marks** (60%).
- Any bidder securing less than 60 marks shall be declared technically non-responsive, and its Financial Bid shall not be opened.
- NIFTEM-T shall notify the Technically disqualified bidders accordingly. The qualified bidders shall be informed of the date, time, and venue for opening of the Financial Bids through registered letter and/or e-mail.

Stage–II: Financial Evaluation

- The Financial Bids of only those bidders who secure the minimum qualifying Technical Score 60 Marks (60% or above) shall be opened.
- The Financial Bid shall be quoted only in % for lump sum service charge.

10.4 Final Selection under QCBS

- The final ranking of bidders shall be based on the Quality and Cost Based Selection (QCBS) methodology, with the following weightages:

Component	Weightage
Technical Score (TS)	80%
Financial Score (FS)	20%

The Financial Score (FS) shall be calculated using the following formula:

$$FS = 100 \times \left(\frac{FL}{F} \right)$$

Where:

FS = Financial Score of the bidder

FL = Lowest Financial Bid among the technically qualified bidders

F = Financial Bid of the bidder under evaluation

- The Combined Score (CS) shall be computed as:

$$CS = (0.80 \times TS) + (0.20 \times FS)$$

(TS -Technical Score, FS – Financial Score). The bidder obtaining the highest Combined Score (CS) shall be ranked L-1 and shall be considered for award of the work, subject to fulfilment of all tender conditions and approval of the Competent Authority.

[For illustration, if three technically qualified bidders, namely Bidder A, Bidder B and Bidder C, obtain Technical Scores (TS) of 85, 75 and 65, respectively out of 100, and their respective Financial Bids are 10%, 8% and 12%.

The lowest Financial Bid (FL) shall be 8%. Accordingly, the Financial Scores (FS) of Bidder A, Bidder B and Bidder C shall be 80.00, 100.00 and 66.67, respectively, calculated as $(8/10) \times 100$, $(8/8) \times 100$ and $(8/12) \times 100$.

The Combined Score (CS) shall thereafter be calculated using the formula $CS = (0.80 \times TS) + (0.20 \times FS)$. Accordingly, Bidder A shall obtain a Combined Score of 84.00 $[(0.80 \times 85) + (0.20 \times 80)]$, Bidder B shall obtain a Combined Score of 80.00 $[(0.80 \times 75) + (0.20 \times 100)]$, and Bidder C shall obtain a Combined Score of 65.33 $[(0.80 \times 65) + (0.20 \times 66.67)]$.

Thus, in the above illustrative example, Bidder A as H1, Bidder B as H2, and Bidder C as H3, based on their respective Combined Scores.

Since, Bidder A has been secured H1 and will be considered as L1. Bidder A shall be declared as successful bidder. The above figures are purely illustrative and are provided only to explain the method of calculation of the QCBS evaluation and shall not be construed as the actual scores or financial bids applicable to the Tender]

11. Right of Acceptance or Rejection

The Director, NIFTEM-T, Thanjavur reserves the right to accept or reject any or all EOIs, in whole or in part, without assigning any reason thereof. The decision of the Competent Authority shall be final and binding on the Bidder, subject to applicable rules and regulations.

Director

National Institute of Food Technology, Entrepreneurship and Management, Thanjavur
(NIFTEM-T)

ANNEXURE –1

CHECKLIST FOR ENCLOSURES

Expression of Interest from Central / State Government / Semi-Government agencies/PSU, for undertaking Repairs, Maintenance, Special Repairs and Construction works of Institute Buildings and Quarters at Thanjavur as Project Management Agency

(To be submitted along with the covering letter)

Sl. No.	Particulars	Yes	No	Remarks
1. Technical Bid (Separate Cover)				
a.	Profile of the Organization / Department, including its organizational structure	☐	☐	
b.	Self-declaration clearly indicating the Ministry/Department of the State Government or Central Government under which the bidder is functioning	☐	☐	
c.	Details of the office / establishment functioning in Tamil Nadu.	☐	☐	
d.	List of works executed during the past five years as per Annexure 4	☐	☐	
e.	Documents related to experience in similar works to meet out minimum Eligibility Criteria	☐	☐	
f.	Experience in successfully completing Retrofitting / Structural Strengthening Works in Buildings	☐	☐	
g.	Declaration about existence of separate Electrical Wing	☐	☐	
h.	Average Annual Turnover certificate	☐	☐	
j.	Non-Debarred Certificate as per Annexure-5	☐	☐	
k.	Undertaking in letter head to execute the works in accordance with CPWD Specifications, etc	☐	☐	
l.	Consent letter to execute an Agreement with the Institute in the format enclosed as Annexure – 3 and signed copy of draft Agreement	☐	☐	
m.	Consent letter in letter head for setting up an office at the Institute and posting one full-time Graduate Engineer at the site during the period of the contract	☐	☐	
n.	Certificate of Incorporation or related	☐	☐	
p	Completion Certificate on Client Rating	☐	☐	
q	Experience in Green Building Certificate	☐	☐	
r	Experience in Post Construction Maintenance	☐	☐	
s	Average Annual Financial Turnover in last five financial Year	☐	☐	
t	Average Annual Profit in the last five financial years	☐	☐	

u.	Net Worth of the bidder's company in letter head	☐	☐	
2. Financial Bid (Separate Cover)				
a.	The rate of Lump Sum Service Charges for the contract, inclusive of applicable taxes, shall be furnished in the enclosed format as Annexure – 2	☐	☐	

Date:
Place:

Signature of the Bidder:
Name:
Designation:
Seal of the bidder:

FINANCIAL BID

Expression of Interest from Central/State Government Departments, Semi-Government Agencies and Public Sector Undertakings (PSUs) covered under Rule 133(3) of the GFR, 2017 for engagement as Project Management Agency for undertaking Repairs, Maintenance, Special Repairs and Construction Works at NIFTEM-T, Thanjavur

To

The Director

National Institute of Food Technology, Entrepreneurship and Management (NIFTEM-T)

Pudukottai Road

Thanjavur – Tamil Nadu

Subject: Submission of Financial Bid – Reg.

Dear Sir,

We have carefully read and understood the instructions, terms and conditions contained in the EOI / NIT Document. We have thoroughly examined the said document and are fully aware of the scope of works and responsibilities required to be undertaken under the proposed contract.

We hereby submit our Financial Bid for undertaking the assignment as detailed below:

Sl. No	Category	Lump sum Service Charges in Figures in %	Lump sum Service Charges in Words (percentage)	Remarks
1.	Financial Bid for Repairs, Maintenance, Special Repairs and Construction Works of Institute Buildings and Quarters at NIFTEM, Thanjavur, for an agreement period of three years, on Lump Sum Service Charge basis on the actual cost of works. The Agency's Lump Sum Service Charge shall be inclusive of all relevant expenses that may be incurred by the Agency in executing the assignment, including overheads, architectural fees, drawing / design fees, tendering charges, work-charge			

	establishment, travel, boarding and lodging, as required.			
2.	Tax Labilities- GST as applicable in %			

Note: The bidder shall quote the Lump Sum Service Charge in percentage, both in figures and in words. The Lump Sum Service Charge shall be inclusive of all expenses specified in the EOI / NIT Document, except GST as applicable, which shall be indicated separately in the prescribed format.

Date:
Place:

Signature of the Bidder:
Name:
Designation:
Seal of the bidder:

DRAFT AGREEMENT

Expression of Interest from Central/State Government Departments, Semi-Government Agencies and Public Sector Undertakings (PSUs) covered under Rule 133(3) of the GFR, 2017 for engagement as Project Management Agency for undertaking Repairs, Maintenance, Special Repairs and Construction Works at NIFTEM-T, Thanjavur

(To be executed on Non-Judicial Stamp Paper of appropriate value, presently indicated as ₹100/- in the EOI Document, subject to applicable stamp duty and statutory requirements.)

This Agreement is made and executed on this _____ day of _____, 2026 (Christian Era),

BETWEEN

The National Institute of Food Technology, Entrepreneurship and Management, Thanjavur, under the Ministry of Food Processing Industries, Government of India, New Delhi, hereinafter referred to as the “**Owner**”, which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and permitted assigns, of the One Part;

AND

M/s. _____, a Company / Organization registered under the applicable provisions of law, having its registered office at _____, represented by Shri _____, hereinafter referred to as the “**Project Management Agency**”, which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns, of the Other Part.

The Owner and the Project Management Agency are hereinafter individually referred to as a “**Party**” and collectively as the “**Parties.**”

WHEREAS

A. The Owner desires to undertake Repairs, Maintenance, Special Repairs and Construction Works in respect of the immovable properties owned / maintained by the National Institute of Food Technology, Entrepreneurship and Management, Thanjavur, on the terms and conditions set forth herein.

B. The Project Management Agency has agreed to undertake and complete the said works in accordance with the terms and conditions of this Agreement and the EOI / NIT Document.

C. The Parties have agreed to enter into this Agreement to set out the terms and conditions governing the execution of the aforesaid works and the provision of funds / payment arrangements in respect thereof.

NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. DEFINITIONS

a. Approval

“Approval” means approval in writing accorded by the designated Officer of the Owner.

b. Annual / Periodic Repairs and Maintenance

Annual / Periodic Repairs and Maintenance shall include works such as whitewashing, colour washing, distempering, painting, etc., which shall be executed on an indent basis.

In addition, works such as patch repairs to plaster, minor repairs to various items of work, replacement of glass panels, termite control works, and minor concrete / brick / earthwork excavation, which are not emergent works and are considered to be of a routine nature, may be grouped and attended to for a group of buildings / quarters during a particular period of the financial year, depending upon the exigencies and requirements of the Owner.

c. Special Repair Works

As buildings age, various components of the buildings and associated services are subject to deterioration, ageing, wear and tear. Consequently, major repairs, renovation and replacement of building elements and service installations become necessary from time to time. Such works are undertaken to prevent further deterioration, prolong the service life of the buildings and restore the affected components, to the extent practicable, to their original functional and serviceable condition.

The following types of works, in general, may be undertaken under Special Repair Works, as per site requirements:

- i. Waterproofing treatment to the roofs of various buildings.
- ii. Repair and maintenance of internal roads and pavements.
- iii. Repair or replacement of flooring, skirting, dado and plaster.
- iv. Replacement of doors, window frames, shutters and fittings, including carpentry works, wherever required.
- v. Repair or replacement of water supply and sanitary installations, including water tanks, WC cisterns, wash basins, kitchen sinks, pipes and other related plumbing works, wherever required.
- vi. Re-grassing of lawns and grass plots, with or without replacement of earth, as required.
- vii. Renovation and improvement of lawns as per site requirements.
- viii. Provision of, and attending to repairs of, aluminium partitions, WPC/UPVC/plywood works, false ceilings of all types, wall panelling, glazing and other related works.
- ix. Repair, replacement, installation and maintenance of electrical equipment, installations and other electrical works.
- x. Provision or replacement of Galvalume sheets for sheds and other related works.

- xi. Maintenance, repair and improvement of playgrounds and related works.
- xii. Provision of nameboards, signboards and associated works and repairs.
- xiii. Any other special repair works or services required by the Institute, on a request basis, as and when necessary, subject to site requirements and approval of the Competent Authority.

d. Construction Works

Construction Works shall include the construction of residential and non-residential buildings and other associated infrastructure for the Institute, as per approved requirements and sanctioned estimates, including, but not limited to Academic building, Research Laboratories, Hostels, Guest House, Auditorium, Workshops and other residential and non-residential buildings and associated infrastructure as required by the Institute

e. Contractor means the Contractor/Contractors employed by the Project Management Agency for the work or any connected work including the Project Management Agency itself in case any work is done directly by the Project Management Agency on material, Labor and transportation actual cost.

2. AGREEMENT

2.1. The owner agrees to entrust the **Annual/Periodic/Repairs and Maintenance, Special Repairs and Construction works** of its various movable or immovable properties, as may be indicated from time to time and Project Management Agency agrees to execute the same. The M/s. _____ shall be paid the “Actual Cost” plus “Lump Sum service charges _____ % (_____ percent)”. The “Lump Sum Service charges” includes its overheads, architect fees, drawing/design fee/ tendering cost if any and work charge establishment. The Project Management Agency will set up a separate wing in their organization, having both civil as well as electrical units under one single authority to exclusively look after the Repairs, Maintenance, special repairs and Construction work of NIFTEM, Thanjavur. The Officer-in-Charges of this wing will be responsible for ensuring effective and proper Repairs and Maintenance of both civil as well as Electrical Work.

2.2. The estimate will be submitted in respect of both civil and electrical works indicating the items required to be executed under the two heads. The Project Management Agency shall prepare the estimates for repairs and maintenance requirements as per indent for each property (or group of properties) separately with in the rates approved by CPWD and submit the same to the Director, NIFTEM, Thanjavur, indicating the work to be done in consultation with the custodian of the concerned properties for approval. The estimate for Construction works shall be prepared as per the drawings approved by NIFTEM-T & CPWD based on approved latest PAR and CPWD DSR with cost index approved for Thanjavur. The owner shall approve the estimate and accord Administrative Approval and Expenditure Sanction. Upon approval, the Owner shall release 33.33% of the estimated amount required for Repairs, Maintenance, Special Repairs and Construction works to the Project Management Agency on award of the work. Thereafter, the expenditure incurred will be reimbursed through bills/invoice along with copy of vouchers and Abstract of the quantities simultaneously with rendering of accounts on

the progress of work up to 33.33% of the sanctioned estimate cost. The initial deposit of 33.33% shall be retained by the Project Management Agency for adjustment against the last portion of the estimated expenditure. The bill/invoice duly indicating the actual cost of work and Lump sum service charges including taxes shall be submitted by the Project Management Agency to “The DIRECTOR, NIFTEM, THANJAVUR”.

2.3. In case of major external services, separate estimates for external service shall be prepared and submitted giving full justification for the need for framing such estimates. Funds shall be released against such estimates only if the owner is satisfied with the justification given by Project Management Agency.

2.4. The estimates for maintenance of electric installation like water-pumping systems, air-conditioning, lift, firefighting, etc. would be framed based on assessment of actual requirement. The actual requirement shall be supported with the cost of the labour and items for which the fund is required.

3. The term Actual Cost shall include but be restricted to the following: -

a) Cost of all materials brought at NIFTEM, Thanjavur site required for maintenance and other associated jobs related to maintenance of NIFTEM, Thanjavur buildings.

b) Cost of Manpower engaged by M/s. _____ on NMR (Nominal Muster Roll).

c) Cost of all technical/contract amounts for the said work excluding the provisions covered in Lump sum service charges of M/s _____

4. NIFTEM, Thanjavur will check the maintenance bills with reference to copy of the vouchers for the expenditure incurred by the Project Management Agency.

5. All the available “As build” drawings-operation / maintenance & servicing manuals of various equipment/services and other related information for the building shall be given to Project Management Agency, immediately after the award of contract of maintenance work to plan the maintenance works and procure the materials and also to organize the labour.

6. The work shall be executed as per Indian Standard Specifications, Code(s) of Practice of Bureau of Indian Standards (formerly ISI)/ General Specifications in force in the CPWD, Delhi or any such other specifications as may be decided mutually by the M/s _____ and the NIFTEM, Thanjavur.

7. Labour Laws and Statutory Compliance:

The Project Management Agency shall be the Principal Employer in respect of all labour/workmen engaged by it, whether directly or through contractor(s), sub-contractor(s) or any other agency, and shall be responsible for ensuring compliance with all applicable labour laws, rules, regulations, notifications and statutory requirements in force from time to time.

The Project Management Agency shall, in particular, ensure compliance with the provisions of the Occupational Safety, Health and Working Conditions Code, 2020, the Code on Wages, 2019, the Code on Social Security, 2020, the Industrial Relations Code, 2020, and all other applicable labour laws and statutory requirements, as amended or substituted from time to time.

The Project Management Agency shall ensure that all contractors/sub-contractors engaged by it comply with the applicable statutory provisions relating to wages, employment conditions, safety, welfare, social security, insurance, compensation and other obligations applicable to the workers engaged for execution of the work.

The Project Management Agency shall obtain and maintain all registrations, licences, permissions and statutory compliances required under applicable law and shall be responsible for any claims, liabilities, penalties, compensation, dues or proceedings arising from non-compliance by itself or its contractor(s)/sub-contractor(s).

8. Safety Requirements:

The Project Management Agency shall ensure that the contractor strictly complies with all applicable safety rules, regulations, codes and statutory requirements during execution of the works. The contractor shall provide and enforce the use of appropriate Personal Protective Equipment (PPE), including safety helmets, safety shoes, safety belts/harnesses, gloves, goggles, reflective jackets and other necessary safety equipment, as applicable to the nature of work, to all workers and personnel engaged at the work site. The contractor shall also take all necessary measures to prevent accidents, injuries and damage to persons and property during execution of the works.

9. Insurance Requirements:

The Project Management Agency shall ensure that the contractor obtains and maintains, at its own cost, all necessary insurance policies for the entire period of execution of the work, as applicable, including **Workmen Compensation Insurance, Public Liability Insurance, Contractor's All Risk/Property Damage Insurance** and any other insurance required under applicable laws, rules, regulations and the terms and conditions of the contract. Valid insurance policies shall be produced to the Project Management Agency/Institute whenever required. The contractor shall be solely responsible for any liability, loss, damage, injury or accident arising out of or in connection with the execution of the work, to the extent covered under the applicable laws and contract conditions.

10. The Institute will not however, be liable to pay any compensation due to accident, injury to the contractor's work men or any account what-so-ever.

11. Contractor must remove all the debris from the site of execution and dispose in suitable places shown by the Engineer or his authorized representative at site.

12. The Institute will be at liberty to take samples during the course of execution of work and get the same tested at laboratory to ascertain the quality conforming to relevant specification. If the test results are found to be failed, appropriate action will be taken by the appropriate authority and the action taken by the appropriate authority shall be final.

13. The Project Management Agency should ensure that the contractor takes care of the Institute property. If any damages occur, then the cost of rectification will be deducted from the final bill.

14. TDS/Cess if any applicable and notified by Government of India from time to time will be deducted from the bills of the Project Management Agency.

15. The Project Management Agency shall hand over all the materials, tools, equipment available in stores etc. which are purchased by them for the work at NIFTEM, Thanjavur, within one month of termination/completion of the contract.

16. The Project Management Agency shall collect Performance Guarantee @ 5% value of the work awarded, from the contractor and to intimate the same to NIFTEM, Thanjavur. The Performance Guarantee thus collected shall be refunded to the contractor on completion of the Defect Liability period after getting satisfactory report from NIFTEM, Thanjavur.

17. This agreement shall remain in force for a period of three years. However, three months before expiry of the period of agreement, M/s. _____ may request to NIFTEM, Thanjavur for renewal of the agreement for a further period as may be decided by the Project Management Agency and NIFTEM, Thanjavur, if it finds the work done by M/s. _____ is satisfactory, may renew the agreement on the same terms and conditions without any revision in the Lumpsum service charges for a further period, as may be mutually agreed to by both parties.

18. The contract may, however, be terminated by either party by giving three months' notice without assigning any reasons. However, the special work if commenced will be completed and cancellation will not affect its progress. The Project Management Agency will deposit the balance amount lying unutilized to owner by the date of expiry of the notice period/ agreement period otherwise the Project Management Agency will have to pay the interest @ 10% from date of termination of contract.

19. a) M/s. _____ will be responsible for proper maintenance of the buildings inside NIFTEM, Thanjavur.

b) M/s. _____ shall maintain proper records/registers regarding receipt of complaints, date of attending the same and reasons for delay etc. The weekly progress on action taken on complaints will be submitted by M/s. _____ to official representative of NIFTEM, Thanjavur.

If the reasons submitted by M/s. _____ are not satisfactory, NIFTEM, Thanjavur may get repairs done at the risk and cost of M/s. _____ after giving one week notice to M/s. _____. Decision of NIFTEM, Thanjavur will be final and will be acceptable to M/s _____ without any representation.

(c) M/s. _____ shall recommend for the preventive maintenance works to be carried out in addition to routine maintenance works to ensure proper functioning of services and to prevent breakdowns etc.

d) The work of essential repairs and maintenance and operation of essential services shall under no circumstances be held up for temporary delay in release of funds.

20. FORCE MAJEURE CLAUSE:

The M/s. _____ will not be responsible for the delay /stoppage of work & losses due to force majeure conditions like natural calamities, civil disturbance strikes, war etc. and losses suffered, if any, by the NIFTEM, Thanjavur on this account. M/s _____ shall not be liable in any way to bear such losses and no compensation of any kind whatsoever will be payable by the M/s. _____ to the NIFTEM, Thanjavur.

19. The Project Management Agency shall be required to complete the special works and Construction works within the period as agreed at the time of award of work. The date of commencement of the work shall be reckoned from the 15th day of award of work. In case of delay, which may occur due to reasons beyond the control of Project Management Agency, the Agency would approach the owner with full details for extension in time limit for completion of the works. In case of delay beyond the agreed time period which is due to default on the part of Project Management Agency, the Agency shall be liable to pay the Liquidity Damages i.e. for repair works costing up to Rs. Ten lakh - one percent of the contract value per week and for all other works half percent of the contract value per week of delay subject to a maximum of ten percent of contract value, shall be levied.

21. Dispute Resolution:

“Any dispute, controversy, claim or question arising out of or in connection with this agreement shall be referred to the arbitration of a sole Arbitrator appointed by the owner. The arbitration shall be subject to the Arbitration and Conciliation Act 1996 as may be amended from time to time. The seat of arbitration would be Thanjavur. The arbitration award shall be final and binding the parties”.

IN WITNESS, WHERE OF THIS AGREEMENT HAS BEEN EXECUTED BETWEEN THE PARTIES HERETO BY THEIR AUTHORISED OFFICERS

Signature, Name and Address of witnesses.

1.

2.

Signed and Delivered

For and on behalf of

NIFTEM, Thanjavur

Signed and Delivered

For and on behalf of

M/s. _____

Annexure-4

Details of Works/Projects executed during last Five years

Sl.No	Name of the Department	Name of the Project	Exact Location/Site of the Project	Approved Cost of the Projects (in Lakhs)	Date of Commencement of the Project	Timeline Fixed for the Project	Actual Date of Completion	Final Cost of the Project (in Lakhs)	Is there any Dispute/ Legal Case/Arbitration Case Pending in respect of the Project	Remarks

Remarks: Supporting document for successful completion of the project must be enclosed

Date:

Place:

Signature of the Bidder:

Name:

Designation:

Seal of the bidder:

UNDERTAKING REGARDING NON-DEBARMENT / NON-BLACKLISTING

[To be submitted on the Letterhead of the Bidder]

To

The Director

National Institute of Food Technology Entrepreneurship and Management – Thanjavur (NIFTEM-T)
Thanjavur, Tamil Nadu – 613 005.

Sub: Undertaking regarding non-debarment / non-blacklisting / non-banning of the bidder - reg

Ref: EOI for undertaking Repairs, Maintenance, Special Repairs and Construction Works of Institute Buildings, Quarters and Infrastructure as Project Management Agency

I/We, M/s. _____, having its registered office at _____, hereby solemnly declare and undertake that:

1. I/We have carefully read and understood the eligibility conditions of the EOI and certify that the information furnished by us is true and correct.
2. The bidder, M/s. _____, has not been debarred, blacklisted or banned by any Central/State Government Department, Government Organisation, Public Sector Undertaking (PSU), Autonomous Body or Statutory Authority during the last five (5) years preceding the date of submission of the bid.
3. The parent company of the bidder, if any, has also not been debarred, blacklisted or banned by any Central/State Government Department, Government Organisation, PSU, Autonomous Body or Statutory Authority during the aforesaid period.
4. I/We further undertake that no order of debarment, blacklisting or banning is currently in force against the bidder or its parent company, if any, as on the date of submission of the bid.
5. I/We understand that if any declaration made herein is found to be false, incorrect or misleading at any stage, NIFTEM-T shall have the right to reject the bid, cancel the award/engagement, terminate the agreement and take such other action as may be permissible under the applicable rules and terms of the EOI, without prejudice to any other rights available to NIFTEM-T.
6. I/We undertake to immediately inform NIFTEM-T in writing if the bidder or its parent company, if any, becomes subject to any debarment, blacklisting or banning during the period of engagement.

I/We hereby certify that the above declaration is true and correct to the best of my/our knowledge and belief.

Place: _____

Date: _____

For M/s. _____

Signature: _____

Name of Authorised Signatory: _____

Designation: _____

Contact No.: _____

Email: _____

Seal of the Bidder