



**INDIAN INSTITUTE OF TECHNOLOGY MADRAS**  
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The Senior Manager (Project Purchase)

Date: 03.01.2024

Open Tender Reference No: ED/SHANK/078/2023/MAINTBATELEC

GEM NAR ID: GEM/GARPTS/29122023/URRXSBIR8SJL

Due Date/Time: 23.01.2024@ 3:00 PM

Dear Sir/Madam,

On behalf of the Indian Institute of Technology Madras, digitally signed online bids are invited in two bid system from Class-I local suppliers and Class II local suppliers, for the supply of: **“Assessment of Maintenance and Repair Costs of Battery Electric Trucks Versus Internal Combustion Engine Trucks”** Conforming to the specifications given in **Annexure -A**.

Tender Documents may be downloaded from Central Public Procurement Portal <https://etenders.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <https://etenders.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at **“Help for Vendors”**. [Special Instructions to the Vendors / Bidders for the e-submission of the bids online through this eProcurement Portal”]

Bidders can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type ‘IIT’. Thereafter, click on “GO” button to view all IIT Madras tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <https://etenders.gov.in/eprocure/app> as per the schedule attached.

1)	<b>Pre-bid Meeting Details</b>	:	If required will be intimated.
2)	<b>ICSR Vendor Registration</b>	:	<p><b>Vendor registration code.</b> Vendor registration with IC&amp;SR (IITM) is mandatory for bidders to participate in tenders.</p> <p><b>** For Vendor Registration &amp; Guidelines, Please follow the website :</b>  <a href="https://icandsr.iitm.ac.in/vendorportal">https://icandsr.iitm.ac.in/vendorportal</a>;            Helpdesk: <a href="mailto:vendorhelpdesk@icsrpis.iitm.ac.in">vendorhelpdesk@icsrpis.iitm.ac.in</a></p>

**No manual bids will be accepted.** All tender documents including Technical and Financial bids should be submitted in the E-procurement portal.

<b>Last date for receipt of tender</b>	:	<b>23.01.2024 @ 3:00 PM</b>
<b>Date &amp; time of opening of tender</b>	:	<b>24.01.2024 @ 3:00 PM</b>

### **3. Instructions to the Bidder:**

A)	<b>Searching for tender documents</b>	:	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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 “<b>My Tender</b>” 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.</li> <li>• The bidder should make a note of the <b>unique Tender ID</b> assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.</li> </ul>
B)	<b>Assistance to bidders</b>	:	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is [0120-4200462, 0120-4001002, 0120-4001005]</li> </ul>
C)	<b>Enrollment Process to Bidders</b>	:	<p><b><u>REGISTRATION</u></b></p> <ul style="list-style-type: none"> <li>• Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal <a href="https://etenders.gov.in/eprocure/app">URL:https://etenders.gov.in/eprocure/app</a> by clicking on “Online Bidder Enrollment”. Enrollment on the CPP Portal is free of charge.</li> <li>• As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.</li> <li>• Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.</li> <li>• 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 / TCS / nCode / eMudhra etc.)</li> <li>• 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 DSCs to others which may lead to misuse.</li> <li>• Bidder then may log in to the site through the secured log-in by entering their user ID / password and the password of the</li> </ul>

			<p>DSC / eToken.</p> <ul style="list-style-type: none"> <li>• Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a></li> <li>• Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> under the “Information about DSC”.</li> </ul>
<b>D)</b>	<b>Preparation of bids</b>	:	<ul style="list-style-type: none"> <li>• Bidder should take into account any corrigendum published on the tender document before submitting their bids.</li> <li>• 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.</li> <li>• 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 formats as the case may be. Bid documents may be scanned with 100 dpi with black and white option.</li> <li>• 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 “<b>My Documents</b>” area available to them to upload such documents. These documents may be directly submitted from the “<b>My Documents</b>” 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.</li> </ul>
<b>E)</b>	<b>Submission of bids</b>	:	<ul style="list-style-type: none"> <li>• Bidder should log into the site well in advance for bid submission so that he/she can 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.</li> <li>• The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.</li> <li>• Bidder has to select the bid security declaration. Otherwise, the tender will be summarily rejected.</li> <li>• A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and 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 name of the bidder). If the BOQ file is found to be modified by the bidder, the bid will be rejected.</li> <li>• The server time (which is displayed on the bidders’ dashboard)</li> </ul>

		<p>will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.</p> <ul style="list-style-type: none"> <li>• The Tender Inviting Authority (TIA) 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.</li> <li>• The uploaded tender documents become readable only after the tender opening by the authorized bid openers.</li> <li>• Upon the successful and timely submission of bids, the portal will give a successful bid submission message &amp; a bid summary will be displayed with the bid no. and the date &amp; time of submission of the bid with all other relevant details.</li> <li>• Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.</li> <li>• More information useful for submitting online bids on the CPP Portal may be obtained at: <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>.</li> <li>• All tender documents including pre-qualification bid, Technical Bid &amp; Financial Bid should be submitted separately in online CPP portal as per the specified format only. Right is reserved to ignore any tender which fails to comply with the above instructions. <b>No manual bid submission will be entertained.</b></li> </ul>
<b>F)</b>	<b>Marking on Technical Bid</b>	<ul style="list-style-type: none"> <li>• The bidder eligibility criteria, technical specification and supply of item for this tender is given in Annexure A.</li> <li>• The Bidders shall go through the specification and submit the technical bid.</li> <li>• The Technical bid should be submitted in the proforma as per Annexure-B in pdf format only through online (e-tender). No manual submission of bid will be entertained.</li> <li>• The technical bid should have a page-wise heading as “Technical Bid” and page no. in all pages with seal and signature of authorized signatory. The total no. of pages should be mentioned at the last page of the documents.</li> <li>• The technical bid should consist of bidder eligibility criteria details and all technical details along with catalogue/ pamphlet which will give a detailed description of product with technical data sheet so that technical compliance can be verified.</li> </ul>
<b>G)</b>	<b>Marking on Price Bid</b>	<ul style="list-style-type: none"> <li>• Financial bid (BoQ) should be submitted in the prescribed proforma format as per Annexure-C in xls format through e-tender only. No manual or other form of submission of Financial Bid will be entertained</li> </ul>

4)	<p><b>Preparation of Tender:</b> The bidders should submit the bids in two bid system as detailed below.</p> <p><b>Bid I _Technical Bid</b></p> <p>The technical bid should consist of bidder eligibility criteria and technical specification compliance sheet as per Annexure-B.</p> <p><b>Bid II _Price Bid</b></p> <p>The price bid should be submitted in excel format (BoQ) as per the proforma (Annexure C) uploaded in the e-Tender web site. The Quoted price should be for supply and installation of the item and inclusive of all cost and statutory levies at IIT Madras.</p>
5)	<p><b>Price:</b></p> <p>a) The rate quoted shall be all inclusive of all taxes and no extra payment will be made other than statutory revisions as per the terms and conditions stipulated in this contract document.</p> <p>b) The offer/bids should be submitted through online only in two bid system i.e. Technical Bid and Financial Bid separately.</p>
6)	<p><b>Tenderer shall submit along with this tender:</b></p> <p>(i) Name and full address of the Banker and their swift code and PAN No. and GSTIN number.</p> <p>(ii) GST registration proof showing registration number, area of registration etc.</p> <p>(iii) All of your future correspondences including Invoices should bear the GST No. and Area Code.</p>
7)	<p><b>Deliverables &amp; Timeline of the Project:</b></p> <p>The following are the deliverables of this project:</p> <ol style="list-style-type: none"> <li>1. Detailed report summarizing the methodology, data collected, analysis and results. <ol style="list-style-type: none"> <li>a. Data Collection: Gathered data on maintenance and repair costs for both Battery electric trucks and ICE trucks.</li> <li>b. Data Post-Processing and Visualization: Comparative plots and analyses illustrating the differences in maintenance and repair costs between E-trucks and ICE trucks.</li> </ol> </li> </ol> <p>The following are the Timeline of the Project.</p> <p>The total duration of this project shall be maximum four months from the release of Purchase Order to the bidder.</p> <p>a) Draft report should be submitted within 3 months from the date of release of purchase order.</p> <p>b) The final report should be submitted before the end of the 4<sup>th</sup> month incorporating the feedback received on the draft report.</p> <p>In the event of delay or non-supply of materials/execution of Contract beyond the date of delivery/completion of job. The penalty will be levied @1% per week of delay subject to a max of 10% of the value of purchase order and if the delay is more than accepted time frame by IIT M, the PO would be partially or fully cancelled and liquidated damages will be enforced accordingly.</p>
8)	<p><b>Period for which the offer will remain open:</b></p> <p>The Tender shall remain open for acceptance/validity till: 120 days from the date of opening of the tender. However, the day up to which the offer is to remain open being declared closed holiday for the Indian Institute of Technology Madras, the offer shall remain open for acceptance till the next working day.</p>
9)	<p><b>EMD:</b></p> <p>The EMD of <b>Rs.50,000</b> to be transferred to the account details mentioned in <b>Annexure H</b> and proof should be enclosed in the Technical Bid. Any offer not accompanied with the EMD shall be rejected summarily as non-responsive.</p>

	<p>The EMD of the unsuccessful bidders shall be returned within 30 days of the end of the bid validity period. The same shall be forfeited, if the tenderers withdraw their offer after the opening during the bid validity period. The Institute shall not be liable for payment of any interest on EMD.</p> <p>EMD is exempted for Micro and Small Enterprises (MSE) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) and Startups as recognized by Department of Industrial Policy &amp; Promotion (DIPP). (MSE/MSME/DIPP PROOF should be enclosed in the cover containing technical bid)</p>
10)	<p><b>Performance Security: -</b></p> <p>The successful bidder should submit Performance Security for an amount of 5% of the basic invoice value of the contract/supply. The Performance Security may be furnished in the form of an Account Payee DD, FD Receipt in the name of “The Registrar, IIT Madras” from any scheduled commercial bank or Bank Guarantee from any scheduled commercial bank in India. The performance security should be furnished within 14 days from the date of the purchase order.</p> <p>Performance Security in the form of Bank Guarantee: - In case the successful bidder wishes to submit Performance Security in the form of Bank Guarantee, the Bank Guarantee should be routed directly to IIT Madras from the Bank.</p> <p>The Bank Guarantee should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including the warranty obligations.</p>
11)	<p><b>Risk Purchase Clause</b></p> <p>In the event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from other sources on the total risk of the supplier under risk purchase clause.</p>
12)	<p><b>Payment:</b></p> <p>(i) No Advance payment will be made. However, 90% Payment after supply and 10% after installation are agreed to wherever the installation is involved.</p> <p>(ii) Advance Payment: No advance payment is generally admissible. In case a specific percentage of advance payment is required, the Vendor has to submit a Bank Guarantee from a scheduled commercial bank in India equivalent to the amount of advance payment.</p>
13)	<p><b>Acceptance and Rejection:</b></p> <p>Failure to comply with any of the instructions stated in this document or offering unsatisfactory explanations for non-compliance will likely to lead to rejection of offers.</p> <p>I.I.T. Madras has the right to accept the whole or any part of the Tender or portion of the quantity offered or reject it in full without assigning any reason.</p>
14)	<p><b>Debarment from Bidding:</b></p> <p>In case of breach of Terms &amp; Conditions, Bidder may be suspended from being eligible for bidding in any contract with the IIT Madras up to 2 Years [as per Rule 151(iii) of GFR] from the date of Tender.</p>
15)	<p><b>Disputes and Jurisdiction:</b></p> <p><b>Settlement of Disputes:</b> Any dispute, controversy or claim arising out of or in connection with this PO including any question regarding its existence, validity, breach or termination, shall in the first instance be attempted to be resolved amicably by both the Parties. If attempts for such amicable resolution fails or no decision is reached within 30 days whichever is earlier, then such disputes shall be settled by arbitration in accordance with the Arbitration and Conciliation Act, 1996. Unless the Parties agree on a sole arbitrator, within 30 days from the receipt of a written request by one Party from the other Party to so agree, the arbitral panel shall comprise of three arbitrators. In that event, the supplier will nominate one arbitrator and the Project Coordinator of IITM shall nominate an arbitrator. The Dean IC&amp;SR will nominate the Presiding Arbitrator of the arbitral tribunal. The arbitration proceeding shall be carried out</p>

	<p>in English language. The cost of arbitration and fees of the arbitrator(s) shall be shared equally by the Parties. The seat of arbitration shall be at IC&amp;SR IIT Madras, Chennai.</p> <p>a. <b>The Applicable Law:</b> The Purchase Order shall be construed, interpreted and governed by the Laws of India. Court at Chennai shall have exclusive jurisdiction subject to the arbitration clause.</p> <p>b. Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within the city of Chennai in Tamil Nadu.</p>
16)	<p><b>Force Majeure:</b> The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.</p> <p>For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.</p> <p>If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.</p>
17)	<p><b>Eligibility Criteria:</b></p> <ul style="list-style-type: none"> <li>➤ <b>As per the Government of India Order, only "Class - I Local Suppliers" and "Class - II Local Suppliers" <u>can participate in this tender.</u></b></li> <li>➤ <b><u>Bidder should confirm their acceptance that they comply with the provisions with report to "Guidelines for eligibility of a bidder from a country which shares a land border with India as detailed at Annexure-E. The bidder should submit Certificate for "Bidder from/ Not from Country sharing Land border with India &amp; Registration of Bidder with Competent Authority" as per Order of DoE F.No.6/18/2019-PPD dated 23.07.2020 as mentioned.</u></b></li> </ul>
18)	<p><b>Preference to "class I Local Suppliers":</b> preference will be given to "Class I local suppliers" (subject to class -I local supplier's quoted price falling within the margin of purchase preference ) as per public procurement (preference to make in India) order 2017 .O.M No P- 45021/2/2017 – pp(BE - 11) dt 04/06/2020 subject to the conditions that the "Class I Local Supplier" should agree to supply goods / provide service at L1 rate and furnish a certificate with the technical bid document that the goods/service provided by them consists local content equal to or more than 50%.( certificate from Chartered Accountant in case value of contract exceeds Rs 10 crore).</p> <ul style="list-style-type: none"> <li>➤ <b>'Class - I local supplier'</b> means a supplier or service provider whose goods, services or works offered for procurement consists of local content equal to or more than 50% as defined under the above said order. <b>Declaration to be provided as per Annexure-D per item/service/work.</b></li> <li>➤ <b>'Class - II local supplier'</b> means a supplier or service provider whose goods, services or works offered for procurement consists of local content equal to 20% but less than 50% as defined under the above said order. <b>Declaration to be provided as per Annexure-D per item/service/work.</b></li> <li>➤ <b>'Margin of purchase preference':</b> - The margin of purchase preference shall be 20%. The Definition of the margin of purchase preference is defined in the Govt. of India Order No: <b>P-45021/12/2017-PP (BE-II) Dt.4th June, 2020 Order 2017. As per the Government of India Order – "Margin of Purchase Preference" means the maximum extent to which the price quoted by a "Class-I local supplier" may be above the L1 for the purpose of purchase preference.</b></li> </ul> <p><b>**Note: Local content percentage to be calculated in accordance with the definition provided at</b></p>

clause 2 of revised public procurement preference to Make in India Policy vide GoI Order no. P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018, 29.05.2019 and 04.06.2020) MOCI order No. 45021/2/2017-PP (BE II) Dt.16th September 2020 & P-45021/102/2019-BE-II-Part(1) (E-50310) Dt.4th March 2021

19)

**Evaluation of Bids**

Bid evaluation will take place in two stages.

**Stage I Technical Bid evaluation**

The following elements will be the primary considerations (along with their weightage) in evaluating technical proposals submitted in response to this RFQ.

**A. Bidder’s Competence, Expertise & Experience on areas related to this project (30% weightage):**

Bidder’s documents submitted in Section (II) of **Annexure-A** in support of their organization’s experience, team size, previous projects handled will be evaluated by a Committee, appointed by IIT Madras, against the scheme of assessment given below and the total score would be calculated as per the process given in this clause.

Item details	Max. Marks	Marks breakup details
Experience in areas related to this project (no. of years)	20	5 – 6 years: 10 marks 7 – 10 years: 15 marks 10+ years: 20 marks
Professional team size (nos.)	30	Up to 7 members: 20 marks 7-10 members: 25 marks 10+ members: 30 marks
Successful projects (related to automotive industry) executed (nos.)	30	2 – 5 projects: 20 marks 5 – 10 projects: 25 marks 10+ projects: 30
Successful projects handled in the area similar to this project (nos.)	20	2 – 3 projects: 5 marks 3 – 5 projects: 10 marks 5+ projects: 20 marks

**B. Compliance to the technical requirements of this RFQ (40% weightage):** The technical proposal will be evaluated by a committee appointed by IIT Madras. The committee evaluate the proposal to verify how best it fulfills the objectives, scope, technical requirements and deliverables as set out in this RFQ. The technical evaluation criteria format for technical specifications given in the **Annexure-B** will be used for this purpose.

**C. Technical presentation (20% weightage):** The bidders qualifying the requirements mentioned in Section (I) and Section (II) of **Annexure-A** may be invited to make a technical presentation before a Committee appointed by IIT Madras to explain their proposal.

The following scheme of assessment will be used to evaluate the presentation.



Item details	Max. Marks
Clarity of presentation	30
How best the content of the presentation aligns with the technical requirements of the project	40
How best the queries during the presentation were answered by the bidder	30

D. **References (10% weightage):** The Committee will also assign the marks for the references submitted by the bidder based on the value of references.

E. **Final Score:** The final score of the bids will be calculated based on the scores obtained in Clause nos. (7)(A) to (7)(D) of Section-III of **Annexure-A** and applying the weightages mentioned in this clause. The bidder shall obtain minimum 60 marks to consider as a technically eligible bidder.

**Stage II: Price Bid Evaluation**

- All bidders who have fully complied with the bidder eligibility criteria in **Sl. No. 17 & 18** above will only be considered for opening of technical bid.
- The technical proposals are opened first and evaluated against the technical evaluation criteria mentioned in Annexure-A and technical-score will be calculated based on the methodology mentioned in Annexure-A. Bidders qualifying this criterion will only be considered as technically eligible.
- Financial proposals are then opened for only technically eligible bids. The financial proposals are also given cost-score based on relative ranking of prices, with 100 marks for the lowest priced offer and pro-rated lower marks for higher priced offers.
- The total score for the bid will be calculated by weighting the technical score and cost score calculated as mentioned above in this clause and adding them after applying the weightages. The weightage given to cost-score is 30% and technical score is given weightage of 70%. The calculation for arriving at the total combined score (Technical and Cost) is given below:

Marks obtained by the Bidder for the technical bid = M

Amount quoted by the lowest bidder = L1

Amount quoted by a Bidder = L

Points for financial proposal of the Bidder =  $(L1/L) \times 100 = F$

Combined technical and financial score (H) of the bidder =  $M \times 0.7 + F \times 0.3 = H$

- The combined technical and financial scores of all the bidders will be calculated as above and the bidder who secures the highest combined score (H1) will be selected as the successful bidder

20)

In accordance to the Rule 173 of GFR,2017 and relevant provisions thereof in Procurement Manuals, 2022, IC&SR, IITM reserves the right to carry out the negotiation process through its purchase/technical committee with L1/H1 (as applicable) vendor to ensure price reasonability before final recommendation to the Competent Authority. The negotiation details, if any, on case to case basis shall be recorded in minutes of meetings suitably for records.

21)	<p><b>Selection of successful bidder and Award of Order</b></p> <p>The order will be directly awarded to the technically qualified bidder as per the condition in para 3A of DIPP, MoCI Order No. 45021/2/2017-PP (BE II) dated 16th September 2020.</p>
22)	<p>All information including selection and rejection of technical or financial bids of the prospective bidders will be communicated through e-Tender portal. In terms of Rule 173(iv) of General Financial Rule 2017, the bidder shall be at liberty to question the bidding conditions, bidding process and/or rejection of bids.</p>
23)	<p>The tenderer shall certify that the tender document submitted by him / her are of the same replica of the tender document as published by IIT Madras and no corrections, additions and alterations made to the same. If any deviation found in the same at any stage and date, the bid / contract will be rejected / terminated and actions will be initiated as per the terms and conditions of the contract.</p>
24)	<p>Clarification to the queries and doubts raised by the bidders will be issued as a corrigendum/addendum in the e-tenders portal.</p>
25)	<p>In the e-tender process, participation of bidders after the due date is not possible. The eligible bidders can login to the e-Procurement portal to ascertain the tender status.</p>

### **ACKNOWLEDGEMENT**

It is hereby acknowledged that I/We have gone through all the points listed under “Specification, Guidelines, Terms and Conditions” of tender document. I/We totally understand the terms and conditions and agree to abide by the same.

**SIGNATURE OF TENDERER ALONG WITH  
SEAL OF THE COMPANY WITH DATE**

**Bidder Eligibility Criteria and Technical Specification for ASSESSMENT OF MAINTENANCE AND REPAIR COSTS OF BATTERY ELECTRIC TRUCKS VERSUS INTERNAL COMBUSTION ENGINE TRUCKS**

Tender No. ED/SHANK/078/2023/MAINTBATELEC

**SECTION-I: Bidder Eligibility Criteria – I (Public Procurement – Preference to Make in India)**

Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P-45021/2/2017-PP (BE-II) dated 16<sup>th</sup> September 2020 and other subsequent orders issued therein (ANNEXURE – D).

**SECTION-II: Bidder Eligibility Criteria – II**

1. Vendor Registration ID/Proof.
2. Land Border Certificate (ANNEXURE – E).
3. Non- Debarment Declaration (ANNEXURE – G).
4. Mandate Form (ANNEXURE – I)
5. EMD as per Tender to be remitted in the Account number as given in the ANNEXURE – H or EMD is exempted for Micro and Small Enterprises (MSE) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) and Startups as recognized by Department of Industrial Policy & Promotion (DIPP). (MSE/MSME/DIPP PROOF should be enclosed in the cover containing technical bid).

Reputed agencies meeting the following minimum criteria are eligible to apply and are required to submit the required documents. Agencies not meeting these mandatory eligibility criteria will not be considered for further evaluation. The evaluation criteria format given in the Annexure-B to this RFQ will be used for this purpose.

6. The bidder should be a registered company in India and shall have dedicated team in India to manage India operations for this project, and appropriate supporting documents should be submitted.
7. The bidder shall have at least annual turnover of Rs. 3 Crore for each year over the last three financial years. Appropriate documents should be submitted to support this requirement.
8. The Bidder shall have a minimum of 5 years of experience in the eMobility domain. The bidder shall have worked on at least 5 global projects related to eMobility. Appropriate documents should be submitted to support this requirement.
9. The bidder shall have completed minimum 3 number of electric truck projects with contract value greater than Rs. 25 lakhs each. Appropriate documents should be submitted to support this requirement.
10. The bidder shall include the details of previous projects related to Electric vehicles handled in last five years. For each project, the details on title of project, start date, completion date, client name & address (only city & country are sufficient to mention) shall be provided in the format given in **Form-B of this RFQ**. The bidder must also provide details of brief description of these projects and description of actual services provided by the bidder organization for each project as a separate annexure to Form-B. Appropriate documents should be submitted to support this requirement

11. The bidder shall have at least ten professionals in their team handling automotive industry projects and shall provide the brief profiles of these professionals highlighting the qualifications and experience of them. Bidder shall specify the team members who will be involved in this project
12. The bidder shall provide reference letters or certificates from at least 3 previous clients mentioning about bidder's performance in the projects.

**NOTE:**

- a) The bidder shall enclose necessary documents and declarations to support all the above mentioned eligibility criteria along with the tender document. Failure to furnish all required information as per the above criteria may result in rejection of the bid.
- b) If more than one organization are collaborating and participating in this RFQ as a consortium, lead vendor in the consortium should satisfy the eligibility criteria set-forth herein.

**SECTION- III. TECHNICAL SPECIFICATIONS FOR PROJECT TITLED “ASSESSMENT OF MAINTENANCE AND REPAIR COSTS OF BATTERY ELECTRIC TRUCKS VERSUS INTERNAL COMBUSTION ENGINE TRUCKS”**

The bidder shall submit the technical proposal (Bid) meeting the objectives, scope, technical requirements and deliverables as mentioned below in this RFQ. The bidder shall include the tasks, methodology that will be followed by them for the execution of this project and shall provide the tentative timelines (preferably as a Gantt Chart) including the key milestones of this project.

**1. ABOUT CoEZET:**

The Centre of Excellence for Zero Emission Trucking (CoEZET) has been established at the Department of Engineering Design, Indian Institute of Technology Madras (IITM), with the objective of accelerating the deployment of Zero Emission Trucks (ZET) in India in Medium & Heavy-Duty range with GVW of 12 Tonne and above. CoEZET's vision is to become a Nodal Resource for Zero Emission Trucking solutions for all the related stakeholders in India and abroad.

**2. BACKGROUND OF THE PROJECT:**

For effective Zero Emission Truck (ZET) penetration and sustained utilisation in the field, it is important to create awareness among all the stakeholders of electric trucks on the costs of vehicle ownership, maintenance, repairs and operation. The topic of EV maintenance costs compared to diesel vehicles is not having scientific and accurate data to support with. A scientific and evidence based accounting procedure is needed to determine accurate maintenance and repair costs for EVs vis-à-vis ICE vehicles especially for trucks with GVW above 12 tonnes. The results of this assessment will serve as a valuable resource for individuals, policy makers, Government and organizations to make informed decisions about adopting electric trucks. Moreover, it will aid in promoting the adoption of electric trucks and contribute to a more sustainable and eco-conscious future.

### **3. PROJECT OBJECTIVE AND OVERVIEW:**

In this RFQ, we seek proposals for the assessment of maintenance costs of battery electric trucks vis-a-vis internal combustion engine trucks to provide an authoritative report on this topic.

This RFQ is being issued with the objectives of: -

1. To gather comprehensive data on maintenance and repairs costs for a representative sample of battery electric trucks (BETs) versus internal combustion engine trucks (ICETs) over their useful life period from equivalent trucks under similar operating conditions.
2. To assess the factors contributing to variations in maintenance and repair costs, including vehicle type, age, mileage, make and model, geographic location, and driving conditions, etc.
3. To provide estimates for maintenance and repair costs of BETs and ICE trucks.

### **4. PROJECT SCOPE:**

The Scope of this project is:

1. Data collection on maintenance and repairs costs for a representative sample of battery electric trucks (BETs) versus internal combustion engine trucks (ICETs) over their useful life period from equivalent trucks under similar operating conditions. The data collection is mainly required for trucks with GVW above 12 tonnes.
2. Assessment of the factors contributing to variations in maintenance and repair costs of BETs and ICETs, including vehicle type, age, mileage, make and model, geographic location, and driving conditions.
3. Estimation of maintenance and repair costs of BETs and ICETs.

### **5. TECHNICAL REQUIREMENTS:**

Following tasks need to be undertaken as part of this assessment study:

#### **1. Data Collection:**

- i) Gather comprehensive data on maintenance and repair costs for a statistically significant sample of battery electric trucks and internal combustion trucks over their useful life period.
- ii) All categories of trucks above 12 tonnes GVW (2-axle, 3-axle, 4-axle, 5-axle, 6-axle trucks & tractors) shall be covered.
- iii) Major Makes such as Ashok Leyland, Tata Motors, Bharatbenz, Eicher & Mahindra shall be covered
- iv) Due to the limited availability of certain e-Truck models with GVW above 12 tonnes, bidder may consider including data from e-Buses and trucks with GVW <12 Tonnes to supplement the sample.
- v) This data should include routine maintenance, unexpected repairs, and the average costs associated with these categories.
- vi) The bidder shall verify the actual data or records on maintenance and repair for battery electric trucks and ICETs thru' visits to the dealers or service workshops or discussions with stakeholders such as truck manufacturers, truck fleet operators, truck owners and transport companies.

2. **Questionnaire Preparation:** Develop comprehensive questionnaires tailored for different stakeholders (dealerships, fleet operators, service centers, etc.) to gather diverse data on expenses, service preferences, authorized vs. unauthorized servicing, etc.
3. **Data Post-Processing and Visualization:** Process and visualize the collected data to create comparative plots and analyses. Explore variations across different parameters such as truck types, ownership models, service centers utilized, etc.
4. **Comparative Analysis:** Conduct a detailed comparative analysis of the collected data between ICE Trucks and e-trucks showcasing differences in maintenance costs, performance and other relevant factors such as vehicle age, mileage, make and model, geographic location, and driving conditions.

## **6. DELIVERABLES:**

The following are the deliverables of this project:

2. Detailed report summarizing the methodology, data collected, analysis and results.
  - a. *Data Collection:* Gathered data on maintenance and repair costs for both Battery electric trucks and ICE trucks.
  - b. *Data Post-Processing and Visualization:* Comparative plots and analyses illustrating the differences in maintenance and repair costs between E-trucks and ICE trucks.

## **7. TECHNICAL EVALUATION CRITERIA:**

The following elements will be the primary considerations (along with their weightage) in evaluating technical proposals submitted in response to this RFQ.

### **F. Bidder's Competence, Expertise & Experience on areas related to this project (30% weightage):**

Bidder's documents submitted in Section (II) of this Annexure above in support of their organization's experience, team size, previous projects handled will be evaluated by a Committee, appointed by IIT Madras, against the scheme of assessment given below and the total score would be calculated as per the process given in this clause.

<b>Item details</b>	<b>Max. Marks</b>	<b>Marks breakup details</b>
Experience in areas related to this project (no. of years)	20	5 – 6 years: 10 marks 7 – 10 years: 15 marks 10+ years: 20 marks
Professional team size (nos.)	30	Up to 7 members: 20 marks 7-10 members: 25 marks 10+ members: 30 marks
Successful projects (related to automotive industry) executed (nos.)	30	2 – 5 projects: 20 marks 5 – 10 projects: 25 marks 10+ projects: 30
Successful projects handled in the area similar to this project (nos.)	20	2 – 3 projects: 5 marks 3 – 5 projects: 10 marks 5+ projects: 20 marks

- G. **Compliance to the technical requirements of this RFQ (40% weightage):** The technical proposal will be evaluated by a committee appointed by IIT Madras. The committee evaluate the proposal to verify how best it fulfills the objectives, scope, technical requirements and deliverables as set out in this RFQ. The technical evaluation criteria format for technical specifications given in the Annexure-B will be used for this purpose.
- H. **Technical presentation (20% weightage):** The bidders qualifying the requirements mentioned in Section (I) and Section (II) of this Annexure may be invited to make a technical presentation before a Committee appointed by IIT Madras to explain their proposal.

The following scheme of assessment will be used to evaluate the presentation.

Item details	Max. Marks
Clarity of presentation	30
How best the content of the presentation aligns with the technical requirements of the project	40
How best the queries during the presentation were answered by the bidder	30

- I. **References (10% weightage):** The Committee will also assign the marks for the references submitted by the bidder based on the value of references.
- J. **Final Score:** The final score of the bids will be calculated based on the scores obtained in Clause nos. (7)(A) to (7)(D) of Section-III of this Annexure and applying the weightages mentioned above. The bidder shall obtain minimum 60 marks to consider as a technically eligible bidder.

## **8. INTELLECTUAL PROPERTY RIGHTS:**

The Intellectual Property (IP) rights for all the documents and reports developed in this project shall be completely owned by IIT Madras.

## **9. TIMELINE OF PROJECT:**

The total duration of this project shall be maximum four months from the release of Purchase Order to the bidder.

- a) Draft report should be submitted within 3 months from the date of release of purchase order.
- b) The final report should be submitted before the end of the 4<sup>th</sup> month incorporating the feedback received on the draft report.



**TECHNICAL BID PROFORMA**

Tender No. ED/SHANK/078/2023/MAINTBATELEC

**Item Name: ASSESSMENT OF MAINTENANCE AND REPAIR COSTS OF BATTERY  
ELECTRIC TRUCKS VERSUS INTERNAL COMBUSTION ENGINE TRUCKS****1.0 Bidder Eligibility Criteria:**

I	<b>Bidder Eligibility Criteria-I (Public Procurement – Preference to Make in India)</b>	<b>Class I / Class II</b>	<b>Local Content Percentage</b>	<b>Ref. Page No.</b>
1	Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P-45021/2/2017-PP (BE II) dated 16 <sup>th</sup> September 2020 and other subsequent orders issued therein (ANNEXURE – D).			

**2.0 Bidder Eligibility Criteria:**

II	<b>Bidder Eligibility Criteria-II</b>	<b>Complied/Not Complied</b>	<b>Ref Pg. No</b>
1	Vendor Registration ID/Proof		
2.	Land Border Certificate (ANNEXURE – E)		
3.	Non- Debarment Declaration (ANNEXURE –G)		
4.	Mandate Form (ANNEXURE – I)		
5.	EMD as per Tender to be remitted in the Account number as given in the ANNEXURE - H or EMD is exempted for Micro and Small Enterprises (MSE) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) and Startups as recognized by Department of Industrial Policy & Promotion (DIPP). (MSE/MSME/DIPP PROOF should be enclosed in the cover containing technical bid).		
6.	The bidder should be a registered company in India and shall have dedicated team in India to manage India operations for this project. Appropriate documents should be submitted to support this requirement		
7.	The bidder shall have at least annual turnover of Rs. 3 Crore for each year over the last three financial years. Appropriate		

	documents should be submitted to support this requirement.		
8.	The Bidder shall have a minimum of 5 years of experience in the eMobility domain. The bidder shall have worked on at least 5 global projects related to eMobility. Appropriate documents should be submitted to support this requirement.		
9.	The bidder shall have completed minimum 3 number of electric truck projects with contract value greater than Rs. 25 lakhs each. Appropriate documents should be submitted to support this requirement		
10.	The bidder shall include the details of previous projects related to Electric vehicles handled. For each project, the details on title of project, start date, completion date, client name & address (only city & country are sufficient to mention) shall be provided in the format given in Form-B of this RFQ. The bidder must also provide details of brief description of these projects and description of actual services provided by the bidder organization for each project as a separate annexure to Form-B. Appropriate documents should be submitted to support this requirement.		
11.	The bidder shall have at least ten professionals in their team handling automotive industry projects and shall provide the brief profiles of these professionals highlighting the qualifications and experience of them. Bidder shall specify the team members who will be involved in this project.		
12.	The bidder shall provide reference letters or certificates from at least 3 previous clients mentioning about bidder's performance in the projects.		

### **3.0 Technical Compliance:**

<b>Sl. No.</b>	<b>Technical Specifications</b>	<b>Complied / Not complied</b>	<b>Refer Page. No.</b>
1.	The bidder shall submit the technical proposal (Bid) meeting the objectives, scope, technical requirements and deliverables as mentioned below in this RFQ. The bidder shall include the tasks, methodology that will be followed by them for the execution of this project and shall provide the tentative timelines (preferably as a Gantt Chart) including the key milestones of this project		
2.	<b><u>PROJECT OBJECTIVE AND OVERVIEW:</u></b>		
a)	To gather comprehensive data on maintenance and repairs costs for a representative sample of battery electric trucks (BETs) versus internal combustion engine trucks (ICETs) over their useful life period from equivalent trucks under similar operating conditions.		
b)	To assess the factors contributing to variations in maintenance and repair costs, including vehicle type, age, mileage, make and model, geographic location, and driving conditions, etc.		
c)	To provide estimates for maintenance and repair costs of BETs and ICE trucks		
3	<b><u>PROJECT SCOPE:</u></b>		
a)	Data collection on maintenance and repairs costs for a representative sample of battery electric trucks (BETs) versus internal combustion engine trucks (ICETs) over their useful life period from equivalent trucks under similar operating conditions. The data collection is mainly required for trucks with GVW above 12 tonnes		
b)	Assessment of the factors contributing to variations in maintenance and repair costs of BETs and ICETs, including vehicle type, age, mileage, make and model, geographic location, and driving conditions.		

c)	Estimation of maintenance and repair costs of BETs and ICETs		
4	<b><u>TECHNICAL REQUIREMENTS:</u></b> Following tasks need to be undertaken as part of this assessment study:		
4.1	<p><b><u>Data Collection:</u></b></p> <ol style="list-style-type: none"> <li>1) Gather comprehensive data on maintenance and repair costs for a statistically significant sample of battery electric trucks and internal combustion trucks over their useful life period.</li> <li>2) All categories of trucks above 12 tonnes GVW (2-axle, 3-axle, 4-axle, 5-axle, 6-axle trucks &amp; tractors) shall be covered.</li> <li>3) Major Makes such as Ashok Leyland, Tata Motors, Bharatbenz, Eicher &amp; Mahindra shall be covered</li> <li>4) Due to the limited availability of certain e-Truck models with GVW above 12 tonnes, bidder may consider including data from e-Buses and trucks with GVW &lt;12 Tonnes to supplement the sample.</li> <li>5) This data should include routine maintenance, unexpected repairs, and the average costs associated with these categories.</li> <li>6) The bidder shall verify the actual data or records on maintenance and repair for battery electric trucks and ICETs thru' visits to the dealers or service workshops or discussions with stakeholders such as truck manufacturers, truck fleet operators, truck owners and transport companies.</li> </ol>		
4.2	<p><b><u>Questionnaire Preparation:</u></b> Develop comprehensive questionnaires tailored for different stakeholders (dealerships, fleet operators, service centers, etc.) to gather diverse data on expenses, service preferences, authorized vs. unauthorized servicing, etc.</p>		
4.3	<p><b><u>Data Post-Processing and Visualization:</u></b> Process and visualize the collected data to create comparative plots and analyses. Explore variations across different parameters such as truck types, ownership models, service centers utilized, etc.</p>		

4.4	<p><b><u>Comparative Analysis:</u></b> Conduct a detailed comparative analysis of the collected data between ICE Trucks and e-trucks showcasing differences in maintenance costs, performance and other relevant factors such as vehicle age, mileage, make and model, geographic location, and driving conditions.</p>		
5	<p><b><u>DELIVERABLES:</u></b></p> <ol style="list-style-type: none"> <li>1. Detailed report summarizing the methodology, data collected, analysis and results. <ol style="list-style-type: none"> <li>a. Data Collection: Gathered data on maintenance and repair costs for both Battery electric trucks and ICE trucks.</li> <li>b. Data Post-Processing and Visualization: Comparative plots and analyses illustrating the differences in maintenance and repair costs between E-trucks and ICE trucks.</li> </ol> </li> </ol>		

**SIGNATURE OF BIDDER ALONG WITH  
SEAL OF THE COMPANY WITH DATE**

**Form-B**

**Details of the Previous Projects Handled by the Bidder Company / Firm during the last 5 years**

<b>S. No.</b>	<b>Name and Address of Clients (City, Country)</b>	<b>Project Title</b>	<b>Start date of the project (MM-YYYY)</b>	<b>Completion date of the project (MM-YYYY)</b>	<b>Amount of Contract (Rs. Lakhs)</b>

Note: The copies of the work orders and proof of completion of the above projects should be submitted. The bidder must also provide details of brief description of these projects and description of actual services provided by the bidder organization for each project as a separate annexure to this Form.

**FINANCIAL BID (PROFORMA) - BILL OF QUANTITIES (BOQ)**

**Item Name: ASSESSMENT OF MAINTENANCE AND REPAIR COSTS OF BATTERY ELECTRIC TRUCKS VERSUS INTERNAL COMBUSTION ENGINE TRUCKS**  
**Tender No. ED/SHANK/078/2023/MAINTBATELEC**

It. No	Description of work	Quantity	Units	Basic Rate in INR	GST in Percentage	Total Amount with taxes in INR
1	Assessment of Maintenance and Repair Costs of Battery Electric Trucks Versus Internal Combustion Engine Trucks	1	No.			
	Grand Total					

Total Amount Rupees in words \_\_\_\_\_

**FORMAT FOR AFFIDAVIT OF SELF-CERTIFICATION UNDER PREFERENCE TO MAKE  
IN INDIA – PER ITEM**

**Tender Reference Number:**

**Name of the item / Service:**

Date: \_\_\_\_\_

I/We \_\_\_\_\_ S/o, D/o, W/o, \_\_\_\_\_  
Resident of \_\_\_\_\_

Hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of the Public Procurement (Preference to Make in India) Policy vide GoI Order no. P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018, 29.05.2019 and 04.06.2020) MOCI order No. 45021/2/2017-PP (BE II) Dt.16th September 2020 & P- 45021/102/2019-BE-II-Part(1) (E-50310) Dt.4th March 2021 and any subsequent modifications/Amendments, if any and

That the local content for all inputs which constitute the said item/service/work has been verified by me and I am responsible for the correctness of the claims made therein.

<b>Tick (✓) and Fill the Appropriate Category</b>	
<input type="checkbox"/>	I/We _____ [name of the supplier] hereby confirm in respect of quoted items that Local Content is equal to or more than 50% and come under “ <b>Class-I Local Supplier</b> ” category.
<input type="checkbox"/>	I/We _____ [name of the supplier] hereby confirm in respect of quoted items that Local Content is equal to 20% but less than 50% and come under “ <b>Class-II Local Supplier</b> ” category.

- The details of the location (s) at which the local value addition is made and the proportionate value of local content in percentage

Address \_\_\_\_\_ Percentage of Local content: \_\_\_\_\_%

For and on behalf of ..... (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)

<Insert Name, Designation and Contact No.>

[Note: In case of procurement for a value in excess of Rs. 10 Crores, the bidders shall provide this certificate from statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.]

**This letter should be on the letterhead of the quoting firm and should be signed by a competent authority.**

**Non-submission of this will lead to Disqualification of bids.**



(To be given on the letter head of the bidder)

No. \_\_\_\_\_

Dated: \_\_\_\_\_

**CERTIFICATE**

*(Bidders from India)*

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I am not from such a country.

**OR**

***(whichever is applicable)***

*(Bidders from Country which shares a land border with India)*

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I from \_\_\_\_\_ (Name of Country) and has been registered with the Competent Authority. I also certify that I fulfil all the requirements in this regard and is eligible to be considered. *(Copy/ evidence of valid registration by the Competent Authority is to be attached)*

Place:

Date:

Signature of the Tenderer  
Name & Address of the  
Tenderer with Office Stamp

**TENDER CHECKLIST – Mandatory to be filled and sent (inside the Main Bid Cover) along with Bidding Document.**

- (1) I have registered as a Vendor with IC&SR. (Proof to be enclosed)  
To submit document proof pertaining to point.no: 6 of tender  
Active GSTIN certificate, valid PAN details.
- (2) Technical bid cover and Financial Bid cover to be submitted separated.
- (3) Completed and **Signed Form of Tender**. The Form of Tender  
document shall be signed by a person legally authorized.
- (4) Completed Technical Compliance Statement
- (5) Certification of Class I / Class II (**As a part of technical bid**) per item / service  
/ work as per (**Annexure – D**)
- (6) EMD (Ref. tender document pg.no. 5, Point no.9, **Annexure – H**)
- (7) Land Border (**Annexure – E**)

The bid will be valid only if all the above documents are provided. Bidders are asked to supply and tick off the required information. Failure to provide any of the stated documents may result in the bid being considered as non-compliant and rejected.

**Signature of the Bidder**

**FORM - A  
NON-DEBARMENT DECLARATION**

**Date: XXXX**

To,  
The Indian Institute of Technology Madras,  
Sardar Patel road,  
Guindy, Chennai - 600036

**Subject: Non-Debarment declaration in connection with tender RFF No: XXXXXX for procurement of “XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX”**

Dear Sir,

This is to notify you that our Firm/Company/Organization <provide Name of the Firm/Company/Organization> intends to submit a proposal in response to the invitation for procurement of “XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX” In accordance with the above we declare that:

- a. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.
  
- b. We are not debarred by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities in last XX years.

Sincerely,

[BIDDERS NAME]

Name

Title Signature



CENTRE FOR INDUSTRIAL CONSULTANCY & SPONSORED RESEARCH (IC&SR)  
INDIAN INSTITUTE OF TECHNOLOGY MADRAS  
CHENNAI 600 036



**ELECTRONIC CLEARING SERVICE (Credit Clearing)/ REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS**

**A. Details of Account Holder**

Name of the Institution	Indian Institute of Technology - Madras
Complete Contact Address	Industrial Consultancy and Sponsored Research Indian Institute of Technology-Madras, IIT- Madras Campus Post Office, Sardar Patel Road, Guindy, CHENNAI - 600 036
Permanent Account Number (PAN)*	AAAAI3615G
GST REGISTRATION NO.	33AAAAI3615G1Z6
Telephone No./ Fax No.	Tel - 044-2257 8356
E- mail ID of the FO/AO/REG/DIR	dricrsr@iitm.ac.in

**B. Bank Account Details:**

Institution Account Name (As per Bank Record)	The Registrar, Indian Institute of Technology - Madras
Account No.	2722101003872
IFSC CODE	CNRB0002722
SWIFT CODE	CNRBINBBIIT
Bank Name (in full)	Canara Bank
Branch Name	IIT-Madras Branch
Complete Branch Address	Canara Bank, IIT-Madras Branch, IIT- Madras Campus Post Office, Sardar Patel Road, Guindy, CHENNAI - 600 036
MICR No.	600015085
Account Type	Savings Account

Certified that the Institute's account is in an RTGS enabled branch.  
I hereby declare that the particulars given above are correct and complete.

Date:

Signature of the Competent Authority  
of the Institution with seal.

उप कुलसचिव (आई सी एवं एस आर.)  
DEPUTY REGISTRAR (IC & SR)  
आई आई टी, मद्रास, चेन्नै  
I.I.T. MADRAS, CHENNAI - 600 036.

## MANDATE FORM

**ELECTRONICS CLEARING SERVICE (CREDIT CLEARING)/REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS.**

\*\*\*\*\*

**A. DETAILS OF ACCOUNT HOLDER:-**

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/E MAIL	

**B. BANK ACCOUNT DETAILS:-**

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS, TELEPHONE NUMBER AND EMAIL	
WHETHER THE BRANCH IS COMPUTERISED?	
WHETHER THE BRANCH IS RTGS ENABLED? IF YES, THEN WHAT IS THE BRANCH <b><u>IFSC CODE</u></b>	
IS THE BRANCH ALSO NEFT ENABLED?	
TYPE OF BANK ACCOUNT(SB/CURRENT/CASH CREDIT)	
COMPLETE BANK ACCOUNT NUMBER(LATEST)	
MICR CODE OF BANK	

**DATE OF EFFECT:**

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

(.....)  
Signature of Customer

Date:

Certified that the particulars furnished above are correct as per our records.

**(Bank's Stamp)**

(.....)  
Signature of Customer

Date :

1. Please attach a photocopy of cheque along with the verification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enabled", then upon its up gradation to "RTGS Enabled" branch, please submit the information again in the above proforma to the Department at earliest.