



॥ सा विद्या या विमुक्तये ॥

ಭಾ.ತಂ.ಸಂ. ಧಾರವಾಡ  
भा. प्रौ. सं. धारवाड  
**IIT DHARWAD**

ಭಾರತೀಯ ತಂತ್ರಜ್ಞಾನ ಸಂಸ್ಥೆ ಧಾರವಾಡ

भारतीय प्रौद्योगिकी संस्थान धारवाड

INDIAN INSTITUTE OF TECHNOLOGY DHARWAD  
PERMANENT CAMPUS (PC), CHIKKAMALLIGAWAD  
DHARWAD 580 011, KARNATAKA

## **TENDER FOR RUNNING SALON AT IIT DHARWAD**

Tender Reference Number : IITDH/C&S/Salon/2025-26/01

Indian Institute of Technology (IIT) dhArwAD is an Institute of National importance established by an Act of Parliament in 2016. The Institute is desirous of engaging a suitable and experienced firm/individual to run the Male and Female Salon at the Common Amenities Centre IIT dhArwAD.

IIT dhArwAD will provide separate shops in the Common Amenities Centre on the ground floor to run both male and female salon, in which the service provider has to arrange all the required setup on their own to run the Male and Female Salon with the requisite quality and efficiency. IIT dhArwAD expects high-quality service from the service provider of the best standards.

IIT dhArwAD invites bids in Sealed Covers in a two-packet bid system (Both technical and financial bids should be submitted in separate packets/covers) as per the scheduled NIT.

### NIT (Notice Inviting Tender)

TENDER FOR RUNNING SALON AT IIT DHARWAD	
Tender Reference Number	IITDH/C&S/Salon/2025-26/01
Tender Type	Open Tender
Type of Bid	Two Packet Bid
Tender Category	Services
Tender Publish Date	26 <sup>th</sup> September 2025
Bid Submission Start Date	26 <sup>th</sup> September 2025
Clarification Start Date	26 <sup>th</sup> September 2025
Pre-Bid meeting and Site Visit Date and Time	08 <sup>th</sup> October 2025 at 11:00 AM
Clarification End Date	13 <sup>th</sup> October 2025
<b>Bid Submission End Date and Time</b>	<b>17<sup>th</sup> October 2025</b>
Bid Opening Date and Time	21 <sup>st</sup> October 2025
Submission of Bids	<b>Two-Bid System:</b> The two-bid system will be followed for this tender. In this system, the bidder must submit their offer in separate sealed envelopes as the Technical Bid and the <b>Financial Bid</b> . Both the technical bid and commercial bid envelopes should be clearly marked as "Envelope No. 1 - Technical Bid" and "Envelope No. 2 - Financial Bid", and both these sealed covers are to be put in a bigger cover, which should also be sealed and duly superscribed with the Tender No. & bidder details and the cover to be submitted to the Assistant Registrar, Contracts & Services.
Address for submission of tenders/bid	Assistant Registrar, Contracts & Services

	NW 004, Administration Block, IIT dhArwAD, ChikkamalligawAD, dhArwAD - 580 011, KarnATaka. arcs@iitdh.ac.in
Venue for Opening of Technical Bids	Same as above (The bidders are requested to attend the bid opening)
Venue for Opening of Financial Bids	Same as above (The bidders are requested to attend the bid opening)
Financial Bid Opening Date and Time	Will be intimated later to the technically qualified bidders.
Bid Security/EMD	Not Applicable (Bid Security Declaration Should be Submitted in Lieu of EMD)
Performance Security/Security Deposit	₹ 5,000
Duration/Validity of Security Deposit	Contract Period + 02 months
Bid Validity Period	90 Days
Approximate Campus Strength	1,500 which may increase in the upcoming years.
Monthly License fee	₹ 2,000 + Applicable GST per month (₹ 1,000 each for both male and female saloon)
Yearly Enhancement of License Fee	05 % of the base price. (i.e 100 per year)
Monthly Electricity Charges	As per actuals or ₹ 500 per month if meter reading is not available.
Monthly Water Charges	₹ 100 per month
Common Area Cleaning Charges	₹ 200 per month (if the Institute carries out cleaning in the common areas)
Contract Period/Duration of the Contract	One Year. [Initially, the Contract will be awarded for one year. The Contract may be extended for two more years on a year-by-year basis or for the required period, with the approval of the Competent Authority, subject to satisfactory performance of the Service Provider. (Extension of the contract is not binding on the Institute)]
Contact details for any query	<a href="mailto:cs.office@iitdh.ac.in">cs.office@iitdh.ac.in</a>

Sd/-  
Assistant Registrar  
Contracts and Services  
IIT dhArwAD

### Scope of Services/Work

1. The bidder should run the salon services for both male and female residents of the campus in the Common Amenities Centre of the Institute. The Institute will provide two separate shops in the Common Amenities Centre; the Service Provider should run both the male and female salon shops separately (The female salon should be strictly operated by female staff only).
2. The approximate strength of residents of the IIT Campus during the regular semester (January to April and mid-July to November) will be approximately 1,500. The numbers during summer and winter vacations (i.e., during May, June, July, and December each year) will be around 300 to 400; this may vary based on the number of summer/winter courses offered.
3. The timings of the operation of the salon will be as follows:

Sl. No.	Description	Timings
a)	During the Regular Semester on weekdays (Monday to Friday).	04:30 PM to 08:30 PM
b)	During Vacation on weekdays (Monday to Friday).	04:30 PM to 06:00 PM
c)	During the Regular Semester on weekends (Saturday and Sunday).	02:30 PM to 08:30 PM
d)	During the vacation on weekends (Saturday and Sunday)	04:30 PM to 08:30 PM

4. The Institute reserves the right to change the timings of operation of the salon if required, with the mutual consent of both parties.
5. The bidder should in all respects follow all the security procedures of the Institute. The staff engaged should have good character and conduct.
6. The Service Provider should deliver the services strictly at the approved rates and must not increase these rates under any circumstances without prior approval from the Institute.

7. The bidder should provide proper and smooth services to the customers. The bidder should make all the necessary arrangements regarding this.

8. Standard rules and services.

- Cleanliness is key – sanitize all tools after each use.
- One-time use – razors, tissues, and face towels should be disposable or washed after one use.
- Professional behaviour – politeness, proper dress code (apron/uniform), and punctuality.
- Appointment system (optional) – allows time management and avoids crowding.

9. Haircutting rules

- Understand the client's need before cutting.
- Use sanitized tools for each client.
- Offer mirror checks during and after the cut.
- Clean the area after every haircut.

10. Beard Trimming/Shaving Rules

- Use new disposable blades for each client.
- Apply pre-shave cream/oil before shaving.
- Use hot towel technique if offering a premium shave.
- Aftershave and moisturizer are optional but recommended (if required by client).

11. Face Massage/Facial Rules

- Check for skin allergies before applying products.
- Clean face before starting massage.
- Use gloves if the client requests it.
- Use disposable headbands and towels.
- Disinfect facial tools (rollers, massagers) before and after use.

## 1) BID EVALUATION PROCESS

All bidders must meet the following qualifying criteria mentioned in the table below before applying for the bid. The bidders meeting the criteria must enclose their supporting documents along with the technical bid. Any bidder not fulfilling any of the criteria duly supported by the indicated documents shall be outrightly rejected and the bid shall not be considered for further evaluation.

The assessment will be based upon the documentary evidence of the bidder's qualification submitted by the bidder and such other information as the IIT DHARWAD may deem necessary and appropriate. Bidders are requested to study the requirements and Eligibility criteria carefully and submit the bids only if they fully satisfy/comply with them. Bidders should provide appropriate documentary evidence for all items specified in the Eligibility criteria.

The decision of the Institute in the evaluation of responses to the tender document shall be final. No correspondence will be entertained outside the process of negotiation/discussion with the Committee. The Institute may ask for meetings with the Bidders to seek clarifications on their bids. The Institute reserves the right to reject any or all bids on the basis of any deviations. Each bid will be evaluated as per the criteria and requirements specified in this tender document.

The bidders are requested to attend the technical bid/financial bid opening as scheduled/instructed. The bids will be opened in the presence of the Committee and participating bidders. If the bidders are not present in the scheduled opening of bids, the bids will be opened by the Committee and evaluated.

Overwriting or cutting in bid documents must be avoided. However, if any overwriting or cutting is caused due to some unavoidable reason, the same must be duly attested by the person signing the bid document. The bidders are advised to inspect and examine the location of the shops before submitting their bids.

### Technical Evaluation (Eligibility Criteria)

<u>Sl. No.</u>	<u>Criterion</u>	<u>Documents to be provided</u>
1	The bidder should have registered offices in India. (The bidders who are running Salon on a Franchise name are also eligible, provided the registration	Copy of Certificate of Registration/ incorporation and Partnership Deed/ Copy of Trade license issued by the Competent Authority/Government

	documents are in the individual/company's name.)	Department/ Relevant Document issued by the Competent Authority.
2	The bidder should be in the salon business for not less than one (1) year before the last date of bid submission.	Work order/Contract Copy/Agreement Copy/Experience Certificate issued by the competent authority. /Relevant document of proof
4	The bidder should be registered with the Income Tax and Goods & Services Tax departments. (If applicable)	(a) Copy of PAN Card (b) Copy of Goods & Service Tax registration certificate in respect of providing salon Services.
5	The bidder or individual or any of its partners/ directors etc. should not have been blacklisted/debarred by any of the government departments or should not have been found to be guilty of moral turpitude or convicted of any economic offense or with violation of any labour laws etc. by any court or any authority appointed to enforce any labour laws or regulations.	Self-Declaration in the format as per <b>Annexure-'2'</b>
6	The bidder should go through the tender document and accept all the terms and conditions and submit the tender acceptance letter in the technical bid.	Self-Declaration in the format as per Annexure- '4'

#### **Financial Evaluation:**

- a) The Financial bids of the technically qualified bidders shall only be opened after completion of the technical evaluation. (The bidders are requested to attend the financial bid opening)
- b) The bidder who will quote the maximum number of services at the lowest rate shall be declared as the L-1 bidder and the Contract will be awarded.

- c) No ambiguity should be there in the quoted price and the rate must be Inclusive of all services mentioned. Conditional offer or the proposal not furnished in the format attached shall be considered non-responsive and is liable to be rejected.
- d) The quoted prices should be Inclusive of GST and all applicable taxes (if any, if applicable).
- e) The bidder should submit the financial bid as per the format provided in Annexure. The bidder should quote only for the services that he/she is able to provide and all the quoted services should be provided without fail.
- f) The Institute's evaluation committee will estimate the approximate price range for the Services based on prevailing market rates. Any bidder who submits rates significantly below the market value for any service, with the intent of securing the Contract, will be excluded from consideration. Additionally, if a bidder quotes unusually low rates for multiple services, their bid will be treated as an unsolicited proposal. Simultaneously, any bidder quotes abnormally high prices beyond the range fixed by the Committee. Such bids will not be considered. Thus, only the bids which will be in the range of prices fixed by the Committee will be considered.
- g) Technical bid & Financial bid, if not enclosed in separate sealed envelopes, the tender shall be rejected.
- h) The rates quoted shall be all-inclusive rates for the item/services/work, including materials, labour, machinery, carriage & transport, supervision, overheads & profits, mobilizing, all taxes, and other charges whatsoever, including any anticipated or unanticipated difficulties, etc.



## 2) GENERAL TERMS AND CONDITIONS

### 1) Force Majeure.

- a. If at any time during the execution of the Contract, the performance in whole or in part by either Buyer or and by the Seller(s) is / are delayed by any reason of force majeure situations such as acts of civil war, civil commotion, sabotage, hostilities, war, fires, explosions, epidemics, natural calamities like floods, earthquakes, volcanoes, storms, acts of God & laws of respective governments or any other causes beyond the control of either parties, hereinafter referred to as "events", provided notice of the occurrence of such event/s is / are communicated by either party, to the other party within 21 days from the date of occurrence thereof, neither party shall by reason such events be entitled to terminate the contract nor shall either party have any claim for damages against the other in respect of such non-performance and or delay in performance of the contract/ order. Executions on either side shall be resumed as soon as practicable after such event has come to an end or ceased to exist and the decision of Buyer as to whether activities can resume or not, shall be conclusive and final. Occurrence of the events to be certified by Chamber of Commerce / Indian High Commission or Embassies / Government in that Country.
- b. The performance in whole or in part under the captioned tender / contract is prevented or delayed by reason of any such event for a period exceeding sixty days either party may at its option terminate the contract/ further processing of the tender. The relative obligations of both the parties remain suspended during the actual period of force majeure.
- c. The Buyer may extend the Contract schedule as mutually agreed, on receipt of written communication from the Seller regarding occurrence of 'Force Majeure' conditions, but not exceeding six months from the scheduled Contract start date. If the 'Force Majeure' conditions extend beyond this period, the Buyer shall have the right to cancel the order without any financial implication to the Buyer or on terms mutually agreed to.

### 2) Termination for Default: - The Institute may, without prejudice to any other remedy for breach of agreement, may terminate the Work Order in whole or in part, by written notice of default sent to the Contractor and the Performance Bank Guarantee (PBG)/Security Deposit shall stand forfeited if: -

- a. The Contractor fails to deliver any or all of the obligations within the time period(s) specified in the Work Order / Agreement or any extension thereof granted by the Institute.
- b. The Contractor fails to perform any other obligation(s) under the Work Order / Agreement and fails to rectify it within the notice period for the rectification of the same.

**3) Termination of Contract:**

- i. The Institute has the absolute right to terminate the Contract/Services at any time by giving one month's notice in writing without assigning any reason whatsoever and the Institute shall not be responsible for any loss, damage etc. suffered by the firm/agency/company as a result of such termination of Contract . The Institute does not provide any compensation for such termination to the firm or the workmen who are employed.
- ii. In the event of the bidder/Contractor desiring an earlier termination of Contract/services, he/she shall have to give 3 (three) months advance notice to the Institute or till the commencement of the new Contract, with proper validation to the Committee, if the Committee finds the reason is unsolicited. The Institute reserves the right to forfeit the Security deposit either in part or full.

**4) Termination for Insolvency.** The Institute may at any time terminate the Work Order by giving written notice to the Contractor without compensation if the Contractor becomes bankrupt/insolvent, provided that such termination shall not prejudice or affect any right of action or remedy which has accrued thereafter to the Institute.

**5) General**

- i. The staff employed by the bidder, will have no right whatsoever to claim permanent / temporary employment in this organization. There will be periodical as well as surprise checking of the services provided by the Bidder for the subject job by the representative of the Institute. In case of default, the Contract will be liable for the short closure of the Contract and forfeit the security deposit.
- ii. If any employee of the Bidder is found to have committed misconduct or misbehavior, the Institute at its sole discretion, may direct the Bidder to remove such employee and the Bidder shall remove such employee(s) without questioning the decision of the Institute.
- iii. The personnel deployed by the Bidder will not become member of any trade union of the Institute. If the personnel employed by the Bidder indulge in union activities which affect the service obligation of the Bidder or safety and security of the Institute, the Contract will be liable for termination. In the event of violation, they will be debarred from entering Institute premises and Contract can also be considered for termination.
- iv. Further, the personnel deployed by the Bidder shall not engage themselves in any undesirable activities within the Institute premises. They shall not indulge in any business dealings with any agency directly or indirectly associated with Institute or in trade union activities. In the event of violation, they will be debarred from

entering the Institute and the Contract can also be considered for termination and forfeiture of the Security Deposit.

- v. The personnel deployed by the Bidder shall be available at the place of work defined for them. They must not visit undesignated places without valid authorization by the Institute.
- vi. The salon should be operated some time beyond if the situation demands.
- vii. The Contractor should arrange the logistics of manpower and materials on his/her own Institute will not provide any support regarding this.
- viii. Sub-contracting of the Work is strictly prohibited and in any case if the bidder is found that the firm is subcontracting the services the services will be terminated.
- ix. The bidder should always maintain a feedback book.
- x. The bidder shall prominently display in his salon the rates for each of the services.
- xi. The rates quoted by the Bidder shall be applicable for one year from the start of operations. The rates per item may be revised by the Committee constituted by the Competent Authority.

## **6) Security.**

- i. The Bidder shall be bound by all security procedures followed at IIT DHARWAD and abide by security instructions for all purposes. Workmen engaged by him will be liable for check and search by the security on duty while mustering in and out and also at the other random places and timings. Any breach/violation of security regulations in the work premises by any of the bidder's employee shall be bidder's responsibility.
- ii. The Bidder will be responsible for good conduct of his workmen. If any workman is found indulging in undesirable activities, he will have to be withdrawn immediately as asked by the Institute and replaced with an appropriate new person.
- iii. Institute reserves right to disallow any or all of the Service Provider's men from being deployed inside the Institute campus without assigning any reason.
- iv. In the event of any damage to the property of the Institute or life of its students and employees and/or their dependents the Bidder shall be liable for payment of compensation and/or prosecution in accordance with applicable Law and provisions. Compensation for damage to the property of the Institute will be as

assessed by authorized representative(s) of the Institute and shall be recoverable from the Bidder at market value.

- v. The Bidder shall follow safety procedures of the Institute in all respects.
- vi. The Bidder will adhere to safe working practices and will take all safety measures necessary for safety of his workmen. He will remain responsible for the safety of his engaged persons. The Bidder should provide all necessary safety instructions, personal protective safety equipment to the persons engaged by him as applicable and required.
- vii. The Bidder shall be liable to bear all expenses/damages/compensation in the event of any injury or loss of life of the personnel engaged by him while on duty.
- viii. The personnel deployed should hold a valid ID card and possess the proper uniform of the firm.
- ix. No housing/accommodation will be provided by the Institute to the personnel deployed by the Contractor.
- x. The bidder shall use the premises ONLY for which it has been allotted by the Institute under the contract. The use of the premises for other purposes will lead to the suspension/termination of the contract with immediate effect.
- xi. The successful bidder should submit the police verification of the personnel who will be working on the Campus.
- xii. The bidder will do proper monitoring and safekeeping of items; IIT dhArwAD will not be responsible for any theft in the salon.

## **7) Statutory Obligations**

- i. The Bidder shall abide by and comply with the provisions of all the Acts, Rules and notifications issued by Central / State Govt as applicable from time to time.
- ii. Liability arising due to failure to adhere to statutory or other legal provisions attributable to the Bidder shall be borne by the Bidder himself.
- iii. The Bidder shall maintain up to date records required for compliance with the provisions of all the Acts and Rules made by Central/State Govt as applicable from time to time in respect of the Contracted work.
- iv. If a bidder is found violating any statutory provisions concerning Govt laws or has given incorrect / false / misleading information, affidavit or documents at any stage of tender or Contract, necessary action as per the Law shall be initiated, that may include debarring / Blacklisting of the bidder.
- v. The service provider shall have all the necessary permits/licenses/clearances/certificates as per the Govt. norms and other applicable laws for providing this service.

## **8) Jurisdiction of Courts:** In all matters and disputes arising hereunder, the appropriate

Courts at Dharwad, Karnataka alone shall have jurisdiction to entertain and try them.

- 9) **Indemnification:** The Contractor shall at all time indemnify the Institute against all suits and claims which may be made in respect of the services.

**10) Infrastructural and equipment related terms: -**

- (a) Major civil and electrical works at the salon site will be attended by IIT dhArwAD. Maintenance jobs such as repair and running expenses are the responsibility of the Contractor.
- (b) The Contractor has to make all the necessary arrangements to run the salon successfully at the campus. The serving facility will be vetted by the IIT dhArwAD authorities for their quality and fitness before use. Upkeep of all items provided by IIT dhArwAD will be the sole responsibility of the Contractor.
- (c) Security of licensed premises, equipment, fittings and fixtures, furniture etc. is the responsibility of the Contractor. Any damage to the Institute Infrastructure by the Contractor's team or caused due to their negligence will be repaired or replaced at Contractor's cost and shall attract penalty as per tender document.
- (d) The Bidder shall not construct or make any structural alterations inside the licensed premises.

**11) Terms related to Cleanliness and Hygiene: -**

- (a) Cleaning of salon and its surroundings will be the sole responsibility of the Contractor. The highest possible standards of hygiene are expected. Violations attract financial penalty as laid out in this document.
- (b) IIT campus is a total tobacco-free campus, therefore none of the staff deployed at the campus should be possessing or consuming tobacco products such as bidi, cigarettes, chewing tobacco in any form, gutkha, masala, pan etc. Violation will attract penalties.
- (e) The Waste and Garbage disposal is the responsibility of the Contractor he should arrange the required things on his own. The Institute will not provide any support

regarding this. The Contractor should follow all the Institute & Government Instructed procedures of waste management.

- (f) The bidder shall maintain full hygienic conditions in the shop/outlet, in storage and in keeping the floor and furniture neat and clean, so as to maintain the standards and aesthetic values in the Shop/outlet. The bidder shall also have to make his own arrangements for the safe storage of materials.
- (g) The Bidder should make their own arrangements for obtaining necessary license / clearance / approval from HDMC, Government of Karnataka and for any other local authority, wherever necessary and IIT dhArwAD will in no way be responsible for any lapse by the Bidder in this regard.

## **12) Daily functioning of the Salon: -**

- (a) The bidder should follow the quoted and approved rates without fail.
- (b) The Contractor will ensure the salon is functional for 06 days a week, and a weekly off will be provided on the days other than weekends. The weekly off will be decided in mutual consultation. In this process, it is expected that the Contractor will ensure the highest standards of skill, health, service, aesthetics, layout, professionalism, hygiene, and cleanliness to the utmost satisfaction of the Institute authorities.
- (c) If the Contractor wishes to close the Salon due to unavoidable circumstances, he/she should get written permission from the Competent Authority.

## **13) Payment Terms**

### **Licensee fee, Electricity and Water Charges**

- a) The bidder should pay monthly electricity charges as per the meter reading the Institute will intimate the bidder regarding the Consumption of the electricity or ₹ 500 per month if meter reading is not available. The bidder should ensure that there is no wastage of electricity.
- b) The license fee for both male and female salon will be 2,000 + applicable GST per month.
- c) The water charges will be ₹ 100 per month. The bidder should not waste water and electricity.
- d) The bidder should pay ₹ 200 per month towards cleaning and maintenance of the premises, if the Institute carry out the cleaning of the common areas of the Common Amenities Centre or the surroundings of the space allotted to the firm.

- e) The successful bidder should submit a security deposit of ₹ 5,000.
- f) The bidder must pay the License fee without fail in advance every month.
- g) All the above-mentioned Charges/fees should be paid within 7 Working days; otherwise a suitable penalty will be imposed if it is found that the bidder is deliberately not paying the applicable fees.
- h) The facility of Payment through UPI should be made available to the customers.

**BIDDERS GENERAL INFORMATION****Firm/Individual**

(To be given on Company/Firm Letter Head)

1.	Bidders Firm/Individual Name	
2.	Name of Proprietor/Partners/Directors of the firm/company	
3.	Name of Power of Attorney holders of bidder (if applicable)	
4.	Number of Years of experience	
5.	Address of Registered Office	
6.	E-mail address	
7.	Phone Number	
8.	PAN	
9.	GST No.	
10.	Aadhar No.	
11.	Whether the firm is MSME (Yes/No)	
12.	Whether the firm is a start-up (Yes/No)	
Remarks: This annexure must be submitted in the technical bid along with valid supporting documents.		

Date:

Signature of the Authorised  
Signatory of the Bidder/Firm

Place:

Name:

Designation:

Official Seal:



**Non-Blacklisting declaration**  
(To be given on Company Letter Head)

Date:

To,  
Registrar  
IIT DHARWAD

**Sub: Declaration for non-blacklisting.**

Tender Reference No:

Name of Tender / Work: -

Dear Sir,

We hereby declare that we are not blacklisted 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.

Date:

Signature of the Authorised  
Signatory of the Bidder/Firm

Place:

Name:

Designation:

Official Seal:

**FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD**  
(on Company Letterhead)

I / We, the authorized signatory of M/s \_\_\_\_\_, participating in the subject.  
Tender No: \_\_\_\_\_, for the job of \_\_\_\_\_, do hereby declare that in the event:  
I / We withdraw / modify our bid during the period of bid validity.

OR

I/We commit any other breach of tender conditions/ contract which would have  
otherwise attracted forfeiture of EMD.

OR

I / We fail to / refuse to initiate the execution of the awarded Contract as per the terms  
of the Contract.  
then I / We could be suspended from being eligible for bidding / award of all future  
tender(s) for a period as applicable per the Incident Management Policy of GeM.

Date:

Signature of the Authorised  
Signatory of the Bidder/Firm

Place:

Name:

Designation:

Official Seal:

**TENDER ACCEPTANCE LETTER**

(To be given on Company/Firm Letter Head)

Date:

To,

Assistant Registrar  
Contracts & Services  
IIT DHARWAD

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work: -

\_\_\_\_\_  
\_\_\_\_\_  
Dear  
Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

\_\_\_\_\_  
\_\_\_\_\_  
as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire Terms and Conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the Contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your Department/ Organisations too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred/ terminated/ banned by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your Department/ Organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the Contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.
7. I / We will follow the rates prescribed by the Institute and will not sell the items more than MRP.

Yours Faithfully,  
(Signature of the Bidder, with Official Seal)

**Financial Bid**  
**(To be submitted in a separate envelope)**

**Male Salon**

TYPE OF SERVICE	VARIETY	PRICE TO BE QUOTED BY BIDDER IN ₹
HAIR CUT	BASIC HAIRCUT/TRIMMING	
	FANCY HAIR CUT	
	HEAD SHAVING/TONSURE	
	KIDS HAIR CUT	
	SHAVING	
	HAIR SETTING	
	BEARD TRIMMING	
OIL MESSAGE/HEAD MESSAGE	OIL HEAD MESSAGE	
	OIL HEAD MESSAGE WITH VIBRATOR	
	OIL MESSAGE WITH STEAM	
	OIL MESSAGE ALMOND OIL	
	ENTIRE BODY MESSAGE	
	HAIR WASH WITH SHAMPOO	
HAIR DYE/COLOUR	BASIC HAIR DYE/COLOUR	
	BRANDED HAIRDYE/COLOUR	
	ADVANCE HAIR COLOR/COLOUR	
HAIR SPA	DANDRUFF SPA	
	BASIC HAIR SPA	
	HAIR SMOOTHING	
	HAIR FALL SPA	
	DEEP CONDITIONING	
BLEACHES	HAND BLEACH	
	FOOT BLEACH	
	FACE BLEACH	
	GOLD BLEACH	
	OXY BLEACH	
	NECK BLEACH	

PEDICURE/MANICURE	CLASSIC PEDICURE	
	CLASSIC MANICURE	
	COCOA/CHOCOLATE PEDICURE	
	COCOA/CHOCOLATE MANICURE	
	FOOT MASSAGE	
DE-TAN	FACE DETAN	
	NECK DETAN	
	HAND DETAN	
	LEG DETAN	
FACE CARE/FACIAL	FACE CLEAN UP	
	FACE MASSAGE WITH STEAM	
	BASIC FACIAL	
	FACIAL (FRUIT)	
	FACIAL (GOLD)	
	ADVANCED FACIAL	

### **Female Salon**

TYPE OF SERVICE	VARIETY	PRICE TO BE QUOTED BY BIDDER IN ₹
THREADING	FOREHEAD	
	UPPER LIPS	
	CHIN AND NECK	
	FULL FACE	
	EYEBROW	
HAIR CUT	TRIMMING	
	U-SHAPE	
	BASIC HAIR CUT	
	STYLISH HAIR CUT	
	KIDS HAIR CUT (GIRLS)	
	DEEP U-SHAPED	
	THREE STEPS	
	LAYERS CUTTING	
OTHER HAIR SERVICES	HAIR WASH	
	HAIR STRAIGHTENING	
	HAIR/BLOW DRY	
	HAIR STREAKS (ONE FOIL)	

FACIAL & SKIN CARE	FRUIT FACIAL	
	PEARL FACIAL	
	PAPAYA FACIAL	
	DIAMOND FACIAL	
	GOLD FACIAL	
	SILVER FACIAL	
	O+ FACIAL	
	LOTUS FACIAL	
	VLCC FACIAL	
	FACE PEELING	
	SKIN LIGHTING	
PEDICURE & MANICURE	PEDICURE BASIC	
	PEDICURE ADVANCED	
	CLEAN UP	
	COCOA/CHOCOLATE PEDICURE	
	COCOA/CHOCOLATE MANICURE	
	MANICURE BASIC	
	MANICURE ADVANCED	
SPA	HAIR SPA	
	BODY SPA	
	DEEP TISSUE BODY SPA	
	DANDRUFF SPA	
	HAIR SMOOTHING	
HAIR DYE/COLOUR	BASIC HAIR DYE/COLOUR	
	BRANDED HAIR DYE/COLOUR	
	ADVANCE HAIR COLOR/COLOUR	
BLEACHES	HAND BLEACH	
	FOOT BLEACH	
	FACE BLEACH	
	GOLD BLEACH	
	OXY BLEACH	
DE-TAN	FACE DETAN	
	NECK DETAN	
	HAND DETAN	
	LEG DETAN	
WAXING	UNDERARM	
	FULL ARM/HAND	
	HALF LEG	

	FULL LEG	
	FULL ARM + UNDER ARM	
	FULL BODY	
MAKEUP	PARTY MAKEUP	
	HAIR DO	
	SAREE DRAPING	
	BRIDAL MAKEUP	

THE LIST MENTIONED IS TENTATIVE IN NATURE AND THE INSTITUTE MAY REQUEST THE SERVICE PROVIDER TO PROVIDE ANY REQUIRED SALON SERVICES. THE PRICES WILL BE DECIDED ON MUTUAL CONSULTATION.

The price quoted should be inclusive of GST.

The bidder shall calculate all the costs incurred in providing the services and submit the bid.

The bidder is to acquaint himself with the scope of work, all terms and conditions and penalty details etc. of the tender document before quoting the rates.

The bidder should quote only for the services that he/she is able to provide and all the quoted services should be provided without fail.

**The financial bid document should be submitted in a separate envelope. Revealing the price in the technical bid envelope will lead to rejection of the bid.**

Date:

Signature of the Authorised  
Signatory of the Bidder/Firm

Place:

Name:  
Designation:  
Official Seal:

**Penalties/ Fine**

The bidder shall be liable to be penalized or fined in cases of defaults and negligence on its part or for complaints in the manner provided hereafter at the discretion of the Institute

(In case of violation/s, the penalty will be deducted from the security deposit of the Contractor)

<b>Violation</b>	<b>Penalty per complaint</b>
Violation of any contractual obligation not mentioned below	₹ 1,000/-
Three or more instances of poor maintenance/tampering with Institute property.	₹ 500/- or the cost of replacement
Non-adherence to the timings mentioned in the tender	₹ 500/-
Changes in listed items or rates without the permission of the Institute	₹ 1,000/-
Inappropriate personal hygiene of workers	₹ 1,000/-
Use of spurious brands, repeat blades.	₹ 5,000/-
Damage to Institute's infrastructure	₹ 5,000/- or cost of replacement
Non-compliance with environment-friendly waste disposal methods.	₹ 1,000/-
Possession or consumption of Tobacco / alcoholic items.	₹ 500/-
Deliberate non submission of licensee fee, electricity charges, or any applicable charges.	₹ 100 per week



**LETTER OF AUTHORISATION TO ATTEND THE PREBID MEET  
(TO BE PROVIDED ON THE LETTER HEAD OF THE AGENCY/FIRM)**

To,

Assistant Registrar  
Contracts & Services  
IIT DHARWAD

**Subject:** Authorisation for attending the Pre-Bid meet in respect of

**Dear Sir,**

I/We, \_\_\_\_\_ (Name of the Firm) hereby authorize the following representative(s) to attend the scheduled Pre-Bid Meeting against the above Tender Document.

Sl No	Name of the authorized representative	Designation	Phone No	Specimen Signature
1.				
2.				

We confirm that we shall be bound by all commitments made by the afore mentioned authorised representative(s)

Date:

Signature of the Authorised  
Signatory of the Bidder/Firm

Place:

Name:

Designation:

Official Seal:

**Note:**

Bidder's authorized representative[s] is/are required to carry a copy of this authority letter while attending the 'Pre-Bid Meeting'.

The authorized representative shall carry any government Identification viz. Aadhar Card, Voter ID Card, and Passport, along with firm/organisation ID card for the Pre-Bid meeting and the site visit.