



CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES
(Deemed to be University)
Sarnath, Varanasi

CIHTS/MW/CONST/EOI/2024-25/01

Date:-20TH JULY 2024

**EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF PETTY CONTRACTOR FOR REPAIR
& MAINTENANCE OF VARIOUS BUILDINGS/STAFF QUARTERS/OFFICES/GATES ETC (AS PER
DSR/SOR/CMR RATES)**

Central Institute of Higher Tibetan Studies, Sarnath, Varanasi invites "Expression of Interest" (EOI) to undertake the repair and maintenance works of various building/staff quarters/offices etc. in the Institute premises. Interested eligible bidders can submit the EOI along with documents mentioned on the Institute website.

EOI documents will be available on the Institute website from the date of notification. Last date of submission is 09/08/2024. Amendments/Modification in the documents, if any, shall be issued from the office.

Last date of submission of EOI: - 09/08/2024

Pre-Submission Meeting: - 06/08/2024

The EOI needs to be submitted in hardcopy and addressed to:-


The Registrar

Central Institute of Higher Tibetan Studies

Sarnath, Varanasi-221007

EXPRESSION OF INTEREST
FOR
EMPANELMENT OF PETTY CONTRACTOR FOR
REPAIR AND MAINTENANCE OF VARIOUS
BUILDINGES/STAFF QUARTERS/OFFICES/GATES
ETC. (AS PER DSR/SOR/CMR RATES)

July 2024

ISSUED BY:

CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES,
SARNATH, VARANASI

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EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF PETTY CONTRACTOR FOR REPAIR & MAINTENANCE OF VARIOUS BUILDINGS/STAFF QUARTERS/OFFICES/GATES ETC (AS PER DSR/SOR/CMR RATES) AT CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES AT SARNATH, VARANASI

A. BACKGROUND:

CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES, SARNATH, VARANASI intends to invite bidders for the repair and maintenance works of various buildings/Staff quarters/Offices etc. as per DSR/SOR/CMR rates in the Institute premises.

B. ABOUT THE PROJECT:

Repair and maintenance of various buildings /Staff quarters/Office/Gates etc in the Institute premises.

C. ELIGIBILITY OF THE BIDDERS:

The contractor must be reputed contractor of Varanasi region.

D. QUALIFICATION OF BIDDERS:

TO BE ELIGIBLE FOR QUALIFICATION AND SHORT LISTING, THE BIDDERS SHALL HAVE TO SATISFY THE FOLLOWING CONDITIONS:

TECHNICAL CAPACITY: The bidders should have undertaking 3 similar works in last three year.

FINANCIAL CAPACITY: Average annual turnover of at least 50 lakh for the past three years.

E. SELECTION PROCESS:

The EOI is issued only with the purpose of collection of information from the parties and the Institute reserves the right to proceed ahead with the project.

However, the applications received shall be reviewed on the basis of documents/information provide and interaction with the applicant is likely to take place before the finalization of the projects terms and conditions.

• APPLICATION, REGISTRATIONS AND INSTRUCTIONS:

Bidders are advised to study all instructions, forms, terms and other information carefully. Bidders shall be deemed to have applied after careful study and examination of the EOI documents with full understanding of its implication.

The response to the EOI should be complete in all aspects. Failure to finish all information may result in rejection of its eligibility.

It is desirable that each applicant submits its application after inspecting the site. The Institute shall facilitate the visit of the perspective applicant who may inform the date of visit, 3 days prior from to the visit depending upon the availability of the concerned officials.

• **SUBMISSION OF EOI:**

The applicant should submit the hard copy of the applicant duly filled in the prescribed format within the deadline as specified. Applicant shall submit all formats with the EOI document.

F. DOCUMENTS TO BE SUBMITTED:

1. Covering letter expressing interest to participate in the form and manner prescribed hereunder as **Annexure-1**
2. Details of applicants in form and manner as prescribed in **Annexure-2**
3. Details of technical capacity in form and manner as prescribed in **Annexure-3**
4. Details of financial capacity in form and manner as prescribed in **Annexure-4**

G. DATE OF SUBMISSION:

The interested parties shall submit the application latest by 9/8/24 at CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES at the below mentioned address The Registrar, CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES, Sarnath, Varanasi Applications received after the specified time on the application due date shall not be eligible for consideration and shall be summarily rejected.

H. OFFICER FOR INFORMATION ABOUT THE PROJECT EOI:

Applicants may obtain further information/clarification from 1103/8/24 in the office of CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES.

COST OF TENDER FEE:

EOI fee Rs. 2500.00 (Non-refundable) for processing should be deposited through RTGS/NEFT/ECS (Electronic Clearing System), other electronic means through a schedule bank to the following account:

Account No.	IFSC Code	Bank Name	Branch Code
416302010116003	UBIN0541630	Union Bank of India Paigemberpur, Varanasi	541630

Or a demand draft in the favour of "Registrar, CIHTS" A copy of the receipt of the payment made is to be attached along with the EOI documents at the time of submissions of hard copies. Non submission of the receipt shall lead to disqualification.

FORMATS OF SUBMISSION:

ANNEXURE 1: FORMAT FOR COVERING LETTER:

DATE.....

TO,

THE REGISTRAR,
CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES,
SARNATH, VARANASI

SUB: EXPRESSION OF INTEREST (EOI) REPAIR & MAINTENANCE OF VARIOUS BUILDINGS/STAFF
QUARTERS/OFFICES ETC AT CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES

DEAR SIR,

WITH REFERENCE TO YOUR EOI DOCUMENT DATED _____ I/WE UNDERSIGNED IS/ARE
HEREBY EXPRESS OUR INTEREST TO REPAIR & MAINTENANCE OF VARIOUS BUILDINGS AT
CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES.

WE UNDERSTAND THAT THE REPAIR & MAINTENANCE OF VARIOUS BUILDINGS/STAFF
QUARTERS/OFFICE/GATES ETC AT CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES SHALL
BE UNDERTAKEN AND BASED ON RESPONSES, FINALISED BY THE INSTITUTE.

FURTHER, THE ISSUE OF THIS EXPRESSION OF INTEREST (EOI) DOES NOT IMPLY THAT THE
INSTITUTE IS BOUND TO APPOINT ANY APPLICANT.

WE HAVE PREPARED OUR EXPRESSION OF INTREST AS SPECIFIED IN THE EOI DOCUMENT.

I/WE HEREBY DECLARE THAT ALL THE INFORMATION AND STATEMENTS MADE IN THIS EOI
ARE CORRECT IN MY KNOWLEDGE.

.....

(NAME AND TITLE OF THE SIGNATORY)

.....

(IN THE CAPACITY OF AGENCY SEAL)

.....

(NAME THE ENTITY)

ANNEXURE 2: DETAILS OF THE APPLICANT

Sl No.	Particulars	Details
1.	Name of Entity	
2.	Registered Address	
3.	Telephone/Mobile No	
4.	Email Address	
5.	Number of Years of Experience in the relevant field	
6.	Brief profile of the entity	
7.	GST Registration No.	
8.	Detailed PAN No.(Enclosed Copy of PAN Card & Latest Income Tax Return Filed)	
9.	Details of Resources(Manpower, Tools & Plants)	
10.	Details of Registration/ Empanelment with Govt. Agencies/ Bank/PSUs	

DETAILS OF INDIVIDUAL(S) WHO SHALL SERVE AS THE POINT OF CONTACT FOR THE INSTITUTE

NAME	EMAIL	PHONE NO.

ANNEXURE 4:- FINANCIAL CAPACITY:-

SL NO.	PARTICULARS	DETAILS (INR)
1.	TURN OVER FOR THE LAST 3 FY 2021-22 2022-23 2023-24	
2.	NET WORTH FOR THE LAST FY (2023-24)	

NAME OF THE APPLICANT

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(SIGNATURE OF THE APPLICANT)