



CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES
(DEEMED TO BE UNIVERSITY)
SARNATH, VARANASI - 221007

CIHTS/MW/EoI/PETTY CONTRACTOR/2025-26

26.09.2025

Expression of Interest (EoI)
for Empanelment of Petty Contractor
**to Repair and Maintenance of various buildings/ staff quarters/ Offices/
Gates, Etc., at the**
Central Institute of Higher Tibetan Studies, Sarnath Varanasi
for the
Financial Year 2025-26 to 2026-27

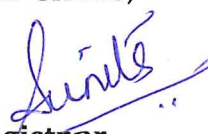
Notice for Invitation of EoI

The Central Institute of Higher Tibetan Studies, Sarnath, Varanasi invites Expression of Interest for Empanelment of interested contractors to carry out the Petty works amounting upto Rs.10.00 Lacs of the University campus at Mawaiya, Sarnath, Varanasi- 221007.

Sealed proposals are invited under two bid system (i.e. Technical & Financial) from interested firms to carry out the Repair and Maintenance and related services of the Institute for the financial year 2025-26 to 2026-27 which can be further extended for one more year on satisfactory completion of the work.

1.	EoI No.	CIHTS/MW/EoI/ PETTY CONTRACTOR/2025-26
2.	Publication of EoI on Institute's website	26 th September 2025
3.	Pre-bid meeting and site	09 th October 2025 (12:00 Noon) at The Office of Registrar, CIHTS, Sarnath, Varanasi.
4.	Bid documents	Download from the Institute website- www.cihts.ac.in
5.	EMD	Rs. 10,000.00 (Ten thousand only); Firms having valid NSIC/MSME certificate may be exempted.
6.	Last date and time of submission of EoI	17.10.2025; 5:00 p.m.
7.	Last date, time and place of submission of hard copy of EMD	17.10.2025; 5:00 p.m.; The Office of Registrar, CIHTS, Sarnath, Varanasi-221007
8.	Date time and place of Bid opening	18.10.2025; 11:00 am; Office of the Registrar-CIHTS

The right to suspend the tender process or part of the process, to accept or reject any or all the EoI at any stage of the process and /or to modify the process or any part thereof at any time without assigning any reason thereto vests with CIHTS, Sarnath without any obligation or liability whatsoever.


Registrar
CIHTS, Sarnath

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EXPRESSION OF INTEREST (EOI) CONSTRUCTION, REPAIR & MAINTENANCE OF VARIOUS BUILDINGS/STAFF QUARTERS/OFFICES ETC., AT THE 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 construction, repair and maintenance works of various buildings/Staff quarters/Offices etc. as per DSR/SOR/CMR rate in the Institute premises.

B. ABOUT THE PROJECT:

Construction, repair and maintenance of various buildings /Staff quarters/Offices 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 undertaken 3 similar works in last three Financial years.

FINANCIAL CAPACITY: Average annual turnover of at least 20 lakhs 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 carefully 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 furnish all information may result in rejection of its eligibility. It is desirable that each applicant submits its application after inspecting the site. A prospective applicant may notify the Institute 3 days prior to the visit. The Institute may endeavour to the visit depending upon the availability of the concerned officials.

- **SUBMISSION OF EOI:**

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

F. DOCUMENTS TO BE SUBMITTED:

Cover letter expressing interest to participate in the form and manner prescribed hereunder as **Annexure-1**

Details of applicants in form and manner as prescribed in **Annexure-2**

Details of technical capacity in form and manner as prescribed in **Annexure-3**

Details of financial capacity in form and manner as prescribed in **Annexure-4**

G. DATE OF SUBMISSION:

The interested parties shall submit their respective details in aforesaid formats latest by **17th October 2025** at the Central Institute of Higher Tibetan Studies herein 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 Engineering Wing of CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES.

COST OF TNDER FEE:

EOI fee Rs. 1000.00 (Non-refundable) 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) CONSTRUCTION, 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 EXPRESSING OUR INTREST TO CONSTRUCTION, REPAIR & MAINTENANCE OF VARIOUS BUILDINGS AT CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES.

WE UNDERSTAND THAT THE CONSTRUCTION, REPAIR & MAINTENANCE OF VARIOUS BUILDINGS/STAFF QUARTERS/OFFICES 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 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**

SI 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.

FINANCIAL CAPICITY: -

SL NO.	PARTICULARS	DETAILS (INR)
1.	TURN OVER FOR THE LAST 3 FY 2022-23 2023-24 2024-25	
2.	NET WORTH FOR THE LAST (2024-25)	

NAME OF THE APPLICANT

.....

(SIGNATURE OF THE APPLICANT)