

**INDIAN INSTITUTE OF TECHNOLOGY MANDI**  
**EXPRESSION OF INTEREST**

No. IIT Mandi/EOI/2025/716

Dated: 25-02-2025

**EOI dated: 25-02-2025**

**Last date for submission of Proposal: 11-03-2025**

**Date of opening of the Proposal: 12-03-2025**

Indian Institute of Technology Mandi- 175005, Kamand

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Email: [ceac@iitmandi.ac.in](mailto:ceac@iitmandi.ac.in)

IIT Mandi invites Expression of Interest (EOI) for the below mentioned Commercial Establishment in the Campus:

**Type of Commercial Establishment – Book Shop**

IIT Mandi invites Expression of Interest (EOI) through e-mail for the above mentioned commercial establishment (**Book Shop**) in the Institute. The application with supporting scanned documents must be emailed to IIT Mandi ([ceac@iitmandi.ac.in](mailto:ceac@iitmandi.ac.in)) by 05:00 pm on or before **11-03-2025**. The interested bidders/firms must have good experience of running similar services in the past for at least 2 to 3 years. It should be noted that the staff involved in running the book shop should be properly dressed and shall be well trained with aspects of the work/services provided.

All the bidders who intend to run the **Book shop** at North campus, IIT Mandi are encouraged to visit the site and accordingly submit the proposal.

As part of the application, an interested vendor should submit the following details:

- **Technical Information:** It shall contain information regarding registration, experience and other details of the bidder/firm to judge the suitability of the vendor. (**Annexure-A**)
- Declaration regarding Blacklisting / Debarring For Taking Part in Expression of Interest (EOI) (**Annexure-B**)
- Type of courses for which books to be provided (**Annexure-C**)

***Only those parties will be considered who are found suitable and meet the eligibility criteria decided by the Evaluation Committee. Decision of Committee after evaluating all other factors will be final in this regard.***

The contract will be awarded initially for a period of one year to the successful bidder/firm. This period may be extended in future with mutual consent, on yearly basis after reviewing the previous performance of the bidder/firm and need of the Institute. Requirement for future extension will lie with IIT Mandi and the bidder/firm will not have any right on extension of the contract. The successful bidder/firm shall be bound to execute an agreement on non-judicial stamp paper of Rs. 100/-. The Institute considering the benefit of its residents community, reserves the right to reject some or all the applications without assigning any reason whatsoever.

**Timings:**

The service hours of the above mentioned commercial establishment shall be between **9:00 AM and 09:00 PM** for **all seven days of the week** i.e., the book shop will remain open for whole of the week. The time for opening and closing of the shop may be flexible depending upon the requirements of the community and can change with mutual consent which will be intimated in writing. The shop will remain open in vacations too.

**Rent/Charges:**

The bidder/firm shall pay monthly rent in advance @ minimum rate of Rs. 7833/- plus GST 18% etc. per month. Electricity, as per the actual at commercial tariff of HPSEB Ltd. raised by IIT Mandi, Estate Department will be charged from the bidder/firm. Also the water charges @ Rs. 100/- per month, if the separate tap is provided will also be leviable from the date of occupation. The rent can be enhanced @ 10% per annum. The rent should be deposited by 7<sup>th</sup> of every month.

**The bidder can offer higher rent than Rs. 7833/- per month the minimum specified above and at Srl. No. 11 of Annexure-A. The rent offered by the bidder will be taken into consideration in addition to the other criteria fixed by the committee. If contract is awarded, the bidder should be in position to take over the possession immediately.**

**Security Deposit:**

The bidder shall deposit a security deposit of Rs. 50,000/- (Rupees Fifty thousand only) with the Registrar, IIT Mandi, in the form of **demand draft** in the name of 'Registrar IIT Mandi', which shall be refunded, without any interest thereon, after the end of the contract after adjusting the amount of any damage caused to IIT Mandi by any omission or discrepancy on the part of the bidder or his employee.

**-Sd/-**

**Chair, Commercial Establishment Advisory Committee  
IIT Mandi**

**Application form for Technical Evaluation**

(A scanned copy of the duly filled in form and supporting documents should be sent via email before the deadline)

- 1) Name of the Registered Firm/Agency: \_\_\_\_\_
  
- 2) Address of the Registered Firm \_\_\_\_\_  
\_\_\_\_\_
  
- 3) Firm/Agency Registration No. \_\_\_\_\_  
Date of registration of Firm/Agency \_\_\_\_\_  
PAN No. \_\_\_\_\_  
GST Registration No. \_\_\_\_\_
  
- 4) Type of Organization  
(whether Proprietorship, Partnership, Private Ltd. Company or Co-operative body etc. In case the applicant is a non-individual, certified copy of a Partnership deed/ Certificate of Incorporation/Certificate of Registration issued by the Registrar of Cooperative Societies/ as the case may be enclosed): \_\_\_\_\_
  
- 5) The bidder should not have been debarred or blacklisted by any Central/State Governments Departments/Autonomous Institution/Educational Institutions in India. An affidavit to that effect on **non judicial stamp paper** should be submitted in original. The format of the affidavit is attached with the Expression of Interest (EOI) as **Annexure B**.
  
- 6) Name of the Proprietor, Partners/Directors of the company \_\_\_\_\_
  
- 7) Years of relevant experience (Authentic details may please be attached): \_\_\_\_\_
  
- 8) Annual Revenue \_\_\_\_\_
  
- 9) Address and phone numbers \_\_\_\_\_
  
- 10) **Discount offered by the bidder/firm on MRP \_\_\_\_\_ (percentage of discount)**
  
- 11) **Rent offered by the bidder/firm for running a Book Shop Rs. \_\_\_\_\_ per/month (excluding GST, electricity and water charges).**

**Signature of applicant with seal**

**Declaration Regarding Blacklisting / Debarring For Taking Part in Expression of Interest (EOI)**  
**(To be executed & attested on non judicial stamp paper of Rs. 10/- by the bidder)**

I/We \_\_\_\_\_ (bidder) hereby declare that my/our firm/agency namely M/s \_\_\_\_\_ has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

(Or)

I / We \_\_\_\_\_ (bidder) hereby declare that my/our firm/agency namely M/s. \_\_\_\_\_ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of \_\_\_\_\_ years w.e.f. from \_\_\_\_\_ to \_\_\_\_\_. The period is over on \_\_\_\_\_ and now the firm/agency is entitled to take part in Government tenders.

In case the above information found false I/We are fully aware that the tender/contract will be rejected / cancelled by Registrar, IIT Mandi and the security money shall be forfeited.

Name\_\_\_\_\_

Address\_\_\_\_\_

\_\_\_\_\_

**Books to be provided for the below mentioned courses**

**UG- Courses**

Bachelor of Science - Chemical Sciences  
Bachelor of Technology - Bio Engineering  
Bachelor of Technology - Civil Engineering  
Bachelor of Technology - Computer Science and Engineering  
Bachelor of Technology - Data Science and Engineering  
Bachelor of Technology - Electrical Engineering  
Bachelor of Technology - Engineering Physics  
Bachelor of Technology - General Engineering  
Bachelor of Technology - Materials Science and Engineering  
Bachelor of Technology - Maths and Computing  
Bachelor of Technology - Mechanical Engineering  
Bachelor of Technology - Microelectronics and VLSI

**PG-Courses**

Master of Arts in Development Studies  
Master of Science in Chemistry  
Master of Science in Applied Mathematics  
Master of Technology in Power Electronics and Drives  
Master of Technology in Biotechnology  
Master of Technology in Structural Engineering  
Master of Technology in VLSI  
Master of Technology in Computer Science and Engineering  
Master of Business Administration in Data Science and Artificial Intelligence

**PhD Courses**

Doctor of Philosophy  
Doctor of Philosophy in School of Computing & Electrical Engineering  
Doctor of Philosophy in School of Biosciences & Bioengineering  
Doctor of Philosophy in School of Chemical Sciences  
Doctor of Philosophy in School of Civil & Environmental Engineering  
Doctor of Philosophy in School of Management  
Doctor of Philosophy in School of Mathematical & Statistical Sciences  
Doctor of Philosophy in School of Physical Sciences  
Doctor of Philosophy in Indian Knowledge System and Mental Health Application (IKSMHA)  
Doctor of Philosophy in Centre Artificial Intelligence and Robotics (CAIR)