

Tender No: 07/NIFT/CHE/PUR/2025-26

राष्ट्रीय फैशन प्रौद्योगिकी संस्थान

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

एनआईएफटी अधिनियम, 2006 द्वारा शासित एक वैधानिक संस्थान

A Statutory Institute governed by the NIFT Act, 2006

(वस्त्र मंत्रालय, भारत सरकार Ministry of Textiles, Govt. of India)

एक आईएसओ 9001: 2015 प्रमाणित संस्थान An ISO 9001: 2015 certified Institution,
राजीव गांधी सालै, तरमणी, चेन्नै -600113 Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

फोन Phone: 91-44-22542657, 22542756, 22542767 and 68

ई-मेल E-mail: purchase.chennai@nift.ac.in. Web: <https://www.nift.ac.in/chennai>

Rs.295/-
(in Cash /
DD / PO)

**NAME OF WORK: ANNUAL MAINTENANCE/SERVICE CONTRACT FOR GARBAGE
REMOVAL SERVICES AT NIFT, CHENNAI PREMISES
(MAIN CAMPUS & GIRLS HOSTEL CAMPUS)**

LIMITED TENDER DOCUMENT [SINGLE BID]

1. मूल Original : सीलबंद लिफाफे में सीमित निविदा प्रस्तुत की जानी है।
निदेशक, निफ्ट, राजीव गांधी सालाई, तारामणि, चेन्नई -600113 को
संबोधित।
Limited Tender to be submitted in a sealed cover addressed
to
The Director, NIFT, Rajiv Gandhi Salai, Taramani, Chennai –
600 113.
2. प्रतिलिपि Duplicate : सेवा प्रदाता द्वारा संदर्भ हेतु रखी जाएगी
To be retained by the Service Provider for reference.

निविदा प्रपत्र जारी करने की तिथि Tender Form issued on : 09.06.2026 at 17.00 HRS.

सीलबंद निविदा जमा करने की अंतिम तिथि और समय : 24.06.2026 - at 14.00 HRS.

Last date & Time for Submission of Sealed Tender : 24.06.2026 - at 14.00 HRS.

निविदा दस्तावेज के साथ जमा करने की ईएमडी : 15,000 रुपये/-

EMD to be deposited along with Tender document : Rs.15,000/-

निविदा दस्तावेज हमारी वेबसाइट पर उपलब्ध होगा। इसे डाउनलोड करना निःशुल्क है।
Tender document will be available at our website. It is free of cost, if downloaded
(www.nift.ac.in/chennai/tenders)

परिचय / INTRODUCTION

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in the field of Fashion, Management and Technology. NIFT provides fashion business education across the country through its network of 20 centres.

It provides four years Under Graduate (UG) program in Design and Technology, two years Post Graduate (PG) program in Design, Fashion Management & Fashion Technology and a short duration education program to address the specialized needs of professionals and students in the field of Fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Panchkula, Raebareli, Shillong, Srinagar, Nava Raipur and Varanasi.

NIFT, Chennai was established in the year 1995 and situated at NIFT, Campus, Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

SCOPE OF WORK

Disposal of Garbage for both **Main Campus** and **Girls Hostel** campuses should be carried out on daily Basis for the following places: -

Main Campus: -

NATIONAL INSTITUTE OF FASHION TECHNOLOGY,
NIFT Campus, Rajiv Gandhi Salai, Taramani,
Chennai – 600 113.

Girls Hostel Campus: -

NATIONAL INSTITUTE OF FASHION TECHNOLOGY,
Girls Hostel Campus, MGR Film City Road,
Near Ramanujam IT Park, Kanagam, Taramani,
Chennai – 600 113.

Terms and Conditions:

1. **Geographical Presence: Vendor should have an operational office in Chennai. Proof of the same should be attached.**
2. Garbage from both campuses shall be collected and removed on a daily basis
3. The garbage shall be disposed of, maintaining all safety precautions as permitted by the State Government, Pollution Control Board & local authorities at the Government authorized garbage dumping yard at the cost of the contractor. The sole responsibility for this lies with the contractor.
4. Garbage shall be collected as prescribed by Govt./other environmental regulatory agencies and shall be moved out of the Apron area subject to Security Check etc.
5. The bidder shall have to possess a valid contract from the Chennai Corporation authorities etc., for collecting/dumping of the garbage in the designated location.
6. Extra trips should be provided if necessary, required.
7. The contractor shall not carry out any sorting of garbage in the NIFT premises.
8. In case of any accident or damage due to negligence or unsafe work that requires medical attention, the contractor is wholly responsible.
9. The waste generated at NIFT Chennai Main Campus and Girls Hostel Campus may broadly include the following categories: **The expected waste generation from both campuses (Main Campus and Girls Hostel Campus) would be approximately 8,000 kg per month. Waste generation is expected to be comparatively lower during the winter vacation (December–January) and summer vacation (June–July), as students will be on vacation and campus occupancy will be substantially reduced**
 1. Wet/Biodegradable Waste:
Food waste, vegetable/fruit peels, canteen waste, tea waste, garden waste, dry leaves, etc.
 2. Dry/Recyclable Waste:
Paper, cardboard, plastic bottles, packaging materials, wrappers, metal cans, glass bottles, etc.
 3. Sanitary Waste:
Sanitary napkins, tissue papers and other sanitary waste generated from washrooms/hostels.
 4. Garden/Horticulture Waste:
Grass cuttings, branches, leaves and other biodegradable horticulture waste.

5. Miscellaneous Non-Hazardous Waste:
Discarded cartons, broken plastic items, unusable furniture pieces and other non-hazardous institutional waste.

The contractor shall ensure proper collection, transportation and disposal of the above waste categories in compliance with the applicable rules of Chennai Corporation, Tamil Nadu Pollution Control Board (TNPCB) and other statutory authorities. Hazardous waste, biomedical waste and e-waste are excluded from the scope of this contract unless specifically instructed by NIFT authorities.

Other Terms & Conditions:

1. Payment will be made on a monthly basis after submission of the bill, based on the total quantity of waste removed in kilograms (kg) multiplied by the quoted rate per kilogram, subject to satisfactory certification by the concerned authority(ies).
2. The billing cycle shall be on a monthly basis. No additional payment of any kind shall be made beyond the quoted amount.
3. The successful bidder shall submit the tax invoice on or before the 5th of every month.
4. GST and Income Tax (TDS), as applicable at prevailing rates, shall be deducted at source as per Government rules.
5. The Contractor shall deposit an **Earnest Money of Rs.15,000/-** by Demand Draft drawn in favour of "NIFT, Chennai – 600 113 payables at Chennai" (on any Nationalized Banks), which will be refunded to the unsuccessful tenderers.
6. Tenders without EMD and incomplete tenders are liable to be rejected.
7. EMD will be liable to be forfeited if the Contractor selected for the work fails to sign the formal agreement or to start the work on the date stipulated in the work order.
8. The EMD remitted will not bear any interest for the period retained by NIFT.
9. **Performance Security:** The successful bidder shall deposit **10% of the annual contract value** (adjusting the EMD) as security deposit within 10 days from the date of issue of work order, which would be released on expiry/termination of the contract after adjustment of dues, if any.
10. **Contract Period:** The contract shall initially be valid for a period of one year, from **01.07.2026 to 30.06.2027**. Any further extension of the contract shall be considered by NIFT Chennai based on the satisfactory performance of the contractor. The decision of NIFT Chennai in this regard shall be final and binding on the contractor.

11. The Contractor shall execute an agreement on a non-judicial stamp paper worth Rs.100/- before taking up the contract, agreeing to abide by all the terms and conditions mentioned therein.
12. NIFT reserves the right to accept or reject any or all the tender without assigning any reason. The service of the contract may be withdrawn by giving one month notice from either side.
13. **Penalty Clause:** Non-removal of garbage on any day shall attract a penalty of ₹500 per day. Delay beyond 24 hours shall attract an additional penalty of ₹1,000 per day for each subsequent day of delay.
14. **Disposal Compliance:** The vendor shall dispose of waste only at authorized dumping yards.
15. **Emergency Clearance Clause:** The vendor shall clear garbage within 2–4 hours during functions, events, or hostel emergencies.
16. **Attendance/Log Register:** Entry & exit and Qty of waste removed should be recorded in the Register available at the security gate.
17. Vendor shall not have been blacklisted/debarred by any Government organization/PSU during the last 5 years.
18. Garbage removal shall be completed before 11.00 AM daily or at timings instructed by NIFT authorities.
19. Maintaining hygiene, providing safety gloves, following safety measures, and adhering to mandatory Government guidelines shall be the responsibility of the successful bidder.
20. Deployment of adequate manpower for removal of garbage and compliance with all statutory requirements shall be the responsibility of the successful bidder. NIFT shall only monitor the waste removal activities.
21. **Right to Modify / Cancel:** The Director, NIFT reserves the right to **change, modify, or cancel** the tender process for administrative reasons if required.
22. **Bidder's Responsibility:** The bidder shall carefully read all requirements in all aspects and submit the quotation accordingly. The bidder should ensure the submission of all the necessary supporting documents along with the Financial Bid Annexure III. Incomplete bid will summarily be rejected.
23. **Jurisdiction:** Any suit or legal proceeding in respect of this tender shall be instituted in a court of competent jurisdiction located in **Chennai only**.

ANNEXURE I

ANNUAL MAINTENANCE/ SERVICE CONTRACT FOR GARBAGE REMOVAL SERVICES AT NIFT CHENNAI (MAIN CAMPUS & GIRLS HOSTEL CAMPUS)

This Technical Details for providing Annual Maintenance/Service Contract for Garbage removal Services at NIFT Premises (Main Campus & Girls Hostel Campus) shall be filled in by the tendering party, duly signed, stamped and sealed.

S.No.	Particulars	Details
1	Name of Tenderer	
2	Address of the Firm	
3	Phone No.	
4	Status whether firm is proprietary / partnership firm / company	
5	Name (s) of the Director / Proprietor / Partners of the firm	
6	Details of the EMD	
	Amount in Rupees	
	DD No. and Date	
	Issuing Bank	

Registration under various statutes: (enclose certified copies)

S.No.	Details	Certification No.
a	Registration Certificate	
b	License under the contract Labour Act	
c	Provident Fund Number (PF)	
d	Employee State Insurance (ESI)	
e	Professional Tax No.	
f	GST Registration No.	
g	Permanent Account (PAN) No.	

Give details of major similar contracts handled by the tenderer during the last three years.

S.No.	Name of the Client, Address, Telephone No.	Contract Value	Duration of Contract	
			From	To
1.				
2.				
3.				

(Letters of satisfactory performance from the client (s) must be attached).

Financial turnover of the tenderer for the last 3 years (if the space provided insufficient, a separate sheet may be attached.)

Financial year	Amount	Remarks
2022-2023		
2023-2024		
2024-2025		

The following self-attested documents need to be enclosed:

- i. GST Registration Certificate.
- ii. Annual Turnover details should be enclosed for last three years duly certified by Auditor with UDIN Number.
- iii. IT Returns for the last three years.
- iv. PAN Details.
- v. Undertaking for not being blacklisted by any organization in last 5 years. (Annexure II)
- vi. MSME Certificate, if any. MSME certificate for claiming Relaxation for prior experience and turnover criteria as per Department and expenditure vide OM NO. F20/2/2014-PPD (pt.) dated 20.09.2016 and MSME OM F.No.1(2)(1)/2-14-MA Part dated 10.03.2016
- vii. **Past Experience in Government Educational Institute of NIFT's Stature (Copy of work order is to be enclosed).**
- viii. **Proof of operational office in Chennai shall be enclosed.**
- ix. Signed and stamped copies of the complete Tender Document shall be enclosed as a token of acceptance of all terms and conditions of the tender.

Place:

Date:

Address:

ANNEXURE II

UNDERTAKING

This is to certify that I/We, before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

I/We hereby undertake that the information provided with this tender is true and correct and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me/us.

I/We having our office at _____
declare that I/We have never been blacklisted by any state government/central government or any state/central PSU and not having any vigilance case/CBI case/Court Case pending against the firm in the last 05 years.

Note: -The tenderer should not be black listed by any department of the Central or State Government or PSU or any other organization. The service provider must give an undertaking in this regard

Name:

Address:

ANNEXURE III - FINANCIAL BID

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(Ministry of Textiles, Govt. of India)

Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

SCHEDULED RATES

S. No.	Description of the Item	Rate / Kg (in Rs.)
A	Service Charges for Disposal of Garbage at NIFT Premises (Main Campus & Girls Hostel Campus) on daily Basis	
B	GST @.....% (if applicable)	
C	Grand Total (C= A+B)	

Rupees in words:.....

.....

Important Note:

1. The total waste removed from both campuses shall be measured in kilograms (kg).
2. **Payment shall be released on a monthly basis after submission of the tax Invoice and certification by the designated NIFT authority. The payable amount shall be calculated based on the total quantity of waste removed in kilograms (kg) during the billing period, multiplied by the rate quoted per kilogram.**
3. Tax Invoice should be submitted along with necessary supporting documents.
4. The successful bidder shall submit the tax invoice on or before the 5th of every month.
5. No additional payment of any kind shall be made beyond the quoted amount.

Date:

(Full signature of the Contractor)

Place:

Seal: