

भारतीय सूचना प्रौद्योगिकी संस्थान, नागपुर
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
NAGPUR



EXPRESSION OF INTEREST (EoI) FOR

Selection as Service Provider for providing Hostel Facilities including Transportation to the students of Indian Institute of Information Technology, Nagpur

REF NO.: IIITN/ADMIN/EoI/Hostel/2025-26/001

DATE OF ISSUE OF EoI

17-04-2025

LAST DATE OF SUBMISSION OF EoI

07-05-2025

TOTAL PAGES – 18

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INDIAN INSTITUTE OF INFORMATION TECHNOLOGY NAGPUR

Invites Expression of Interest in Sealed Envelope for Selection as Service Provider for providing Hostel Facilities including Transportation to the students of Indian Institute of Information Technology, Nagpur.

The Service Providers can download the EoI Document / Forms containing all the requisite details and terms and conditions **from 17-04-2025 to 07-05-2025 up to 2.30 PM** from the **Institute website viz. www.iiitn.ac.in**.

The EoI is required to be submitted in hard copies only and IIIT Nagpur will not be responsible for postal delay / non-receipt of EoI Document sent through the post. EoI Document duly filled in all respects in the prescribed format should reach office of the Registrar, Indian Institute of Information Technology, Nagpur, Survey No. 140,141/1 behind Br. Sheshrao Wankhade Shetkari Sahkari Soot Girni, Village - Waranga, PO - Dongargaon (Butibori) District - Nagpur (Maharashtra) - 441108 on or before **07-05-2025 up to 3.00 PM**.

The Director, IIIT Nagpur reserves the right to accept or reject any or all of the submitted EoIs without assigning any reasons thereof.

For complete details visit our Website: www.iiitn.ac.in

For inquiries, Contact: Administration Section, IIIT Nagpur Telephone: **94052 15010** (During Working Hours Only).

DIRECTOR

1. INTRODUCTION

Indian Institute of Information Technology, Nagpur (IIITN) is one of the 20 Indian Institutes of Information Technology established under Public-Private Partnership Scheme by Ministry of Education, Government of India. IIITN has been declared as an “Institution of National Importance” under the provisions of Indian Institute of Information Technology (Public-Private Partnership) Act, 2017.

IIIT, Nagpur is offering Under Graduate and PhD Programmes in Computer Science & Engineering (CSE) and Electronics & Communication Engineering (ECE) Courses. Further, the Institute has started four new Undergraduate Courses in the areas of Artificial Intelligence & Machine Learning, Data Science & Analytics, Human Computer Interaction & Gaming Technology and Internet of Things.

To accommodate the anticipated increasing student strength from the Academic Year 2025-26 onwards, the Institute is contemplating to select a Service Provider who have required infrastructure facilities, have hostel operational experience and transportation arrangements.

2. DURATION OF SELECTION

The duration of the Selection of the Service Provider under this EoI shall be for a period of Three Years subject to the condition that the Selected Service Provider shall provide satisfactory services to the students of IIIT Nagpur in accordance with the terms and conditions of this EoI.

The duration of the selection of the Service Provider may be extended for another two years on yearly basis subject to the condition that the performance is satisfactory and as per the requirement of the Institute.

The Director, IIIT Nagpur shall be the sole authority to decide about the performance of the Selected Service Provider and shall have powers to remove the selected Service Provider from the selection at any time.

3. INSTITUTE ROLE

The role of the Institute under this EoI shall be as under:

1. Institute shall undertake the process of Selection of Service Provider in accordance with the terms and conditions of this EoI.
2. The Institute shall display the name of the Selected Service Provider and its Hostel Facility on its website / notice boards for information of the students and other stakeholders.
3. The Institute shall not be in any way responsible for operations of the Hostel Facility of the Selected Service Provider.
4. The Institute shall not guarantee any specific number of students / hostel occupancy to the Selected Service Provider. However, tentatively the number of students staying in the hostel of the selected Service Provider shall be approximately 400 to 600 Numbers.
5. **IIIT Nagpur shall not be making any payment to the Service Provide for any of the services to be offered under this EoI. Accordingly, payment of GST shall not involve.**

4. ROLE OF THE SELECTED SERVICE PROVIDER

The role of the Selected Service Provider under this EoI shall be as under:

1. The offered rate under this EoI shall be charged by the Service Provider to all the IIITN Students opting for the Service Provider's Hostel and shall be directly collected from the students.
2. The Service Provider shall be entirely responsible for the Hostel and Transportation Facilities to be provided by the Service Provider.
3. The Selected Service Provider shall quote the Fees proposed to be offered to the students while submitting this EoI in the Prescribed Format. **The Fees shall be fixed for the entire duration of the Service.**
4. The Selected Service Provider shall accommodate only the students of IIIT Nagpur in the offered Premises. Students from other Institutes must not be accommodated in the same building(s)/facilities.
5. The Service Provider shall be responsible for providing the building(s) and facilities as mentioned in this EoI Document.
6. The Selected Service Provider shall be fully responsible for the operations of the hostel including Mess and safety & security of the students accommodated in its building(s) / facilities.

7. ELIGIBILITY CRITERIA FOR SUBMISSION OF THE EoI

The eligibility criteria for submission of the EoI shall be as under:

1. The Service Provider may be an individual / partnership firm / organization / institution / company having capability to offer accommodation for 400 to 600 students in a single building or in nearby buildings within the same premises / complex duly fenced from all sides and **owned by the Service Provider.**

OR

The Service Provider may be an Authorized Representative of an individual / partnership firm / organization / institution / company having capability to offer accommodation for 400 to 600 students in a single building or in nearby buildings within the same premises / complex duly fenced from all sides.

2. The premises / building(s) offered for accommodation should have clear title and should be free from all encumbrances, liabilities, disputes and litigations with respect to ownership, lease/renting and should have all the required regulatory and statutory approvals/permissions from the competent authorities, for use as hostel accommodation.
3. The premises / building(s) offered for accommodation should have 24 hours electricity and water supply along with DG Back-up, Water Coolers/Filters etc.

4. The Service Provider should not have been debarred and / or blacklisted by any Central Government / or any State Government / Autonomous Department(s) / Body as on the last date of submission of the EoI.

8. REQUIREMENT OF HOSTEL BUILDING(S)

The Service Provider must be in a position to offer building(s) meeting the following criteria:

- a. The building(s) should be located preferably within 10 Kms of the Institute Permanent Campus.
- b. The building(s) should be able to accommodate about **400 to 600 students (Boys) initially**. However, the premises should have provision for accommodating at least 700 students at later stage as per requirement of the Institute.
- c. Preferably, the above capacity should be available in one single building. However, **if multiple buildings are to be offered, all the buildings should be located in nearby area (within 1-2 Kms)**.
- d. The entire premises of the offered building(s) should be fenced with preferably single gate entry.
- e. The building(s) should have space for provision of following facilities:
 - i. Student Mess with Dining and Kitchen Area
 - ii. Day/Night Canteen
 - iii. Laundry
 - iv. Gymnasium
 - v. Office Room

The Service Provider should be in a position to offer all the above facilities within the Premises at its own cost.

- f. The building(s) should have the already installed WiFi Facility along with CCTV Cameras for security purpose, Water Coolers/Filters etc.
- g. The premises should have provision for undertaking certain sport activities like badminton, volleyball, basketball, Table Tennis etc.
- h. The premises should have unhindered access for the movements of students/parents/Institute staff.
- i. The premises should have space for vehicle parking.
- j. The premises / building(s) should be separate. No commercial or any other activity will be carried out on the premises offered by the Selected Service Provider.

9. TRANSPORTATION ARRANGEMENTS FOR THE STUDENTS

The premises / building(s) offered should have accessible road. The Service Provider should be in a position to offer transportation arrangements for the students staying in the building(s) through non-AC Buses / suitable transportation vehicles.

The transportation of the students would have to be undertaken once in a day (to & fro) for five-week days. If required, the Selected Service Provider would have to provide the transportation arrangements on Saturday/Sunday/public holidays or as per common academic commitments of the students.

Transportation arrangements would be part & parcel of the submitted EoI Proposal. Service Providers are requested to note that the proposal offering only the building(s)/premises would not be considered for selection.

The decision of the Director, IIITN shall be final in this matter.

10. SITE VISIT BY THE INSTITUTE COMMITTEE

The Institute shall be constituting a Committee for undertaking scrutiny of the EoI Documents submitted by the prospective Service Providers. The Committee may visit the site / buildings offered and shall submit its Report to the Competent Authority recommending technical eligibility of the submitted bids.

The information about the Site Visit by the Committee shall be provided to all the prospective and shortlisted Service Providers separately through email/phone.

The Service Provider shall be required to facilitate the Committee to inspect the facility and verify the availability of the infrastructure as per the requirement of the Institute.

The Financial Bid of only the Bidder, who has been technically qualified by the Committee, shall be opened.

11. TENTATIVE DATE FOR REQUIREMENT OF THE BUILDING(S)

The Institute shall be requiring building(s) for hostel accommodation of the students from the Academic Year 2025-26 onwards. The admission schedule of the Institute depends on the JoSAA/CSAB Schedule.

However, tentatively the Institute shall require the building(s) / premises from 1st July 2025 onwards.

12. SUBMISSION OF THE EoI

The submission of the EoI Proposal is required to be done in “Hard Copy” only within the due date and time.

“TWO PACKET SYSTEM” viz. Technical / Qualifying Bid and Financial / Price Bid will be followed for this EoI.

The Technical Bid and the Price Bid should be sealed by the Applicant in two separate covers duly super-scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed with “Proposal for Selection as Service Provider for providing Hostel Facilities including Transportation to the students of Indian Institute of Information Technology, Nagpur.

For Technical / Qualifying Bid - Envelope to be super-scribed with “**TECHNICAL / QUALIFYING BID**” and should be submitted with all the associated supporting documents.

For Financial / Price Bid - Envelope to be super-scribed with “**FINANCIAL / PRICE BID**” containing Price Bid in prescribed format only.

13. SINGLE EoI BY INDIVIDUAL APPLICANT:

Each Service Provider shall submit only one EoI.

14. VALIDITY OF THE EoI

The submitted EoI shall remain valid for a period of 180 days after the last date specified for submission of the EoI.

15. METHODOLOGY FOR SELECTION OF THE SERVICE PROVIDER

The following methodology shall be adopted for deciding the selection of “L1” Service Provider:

1. The prospective Service Providers would have to quote the number of rooms (over and above the minimum numbers fixed) being offered under this EoI along with rate for each room in Rupees/Student/Annum basis.
2. The quotes are required to be submitted in the prescribed format of the Price Bid.
3. The Institute Committee shall calculate the “Weighted Average Rate” in accordance with the following formula:

$$\text{Weighted Average Rate} = \frac{\{(Y1 \times X1) + (Y2 \times X2) + (Y3 \times X3) + (Y4 \times X4)\}}{\text{Total Rooms Offered}}$$

Where,

Y1 = Number of Single Seater Rooms offered

Y2 = Number of Double Seater Rooms offered

Y3 = Number of Triple Seater Rooms offered

Y4 = Number of Four-Seater Rooms offered

and

X1 = Rate quoted for Single Seater Rooms in INR/Student/Annum

X2 = Rate quoted for Double Seater Rooms in INR/Student/Annum

X3 = Rate quoted for Triple Seater Rooms in INR/Student/Annum

X4 = Rate quoted for Four-Seater Rooms in INR/Student/Annum

4. A table containing illustrative calculations are provided below for information:

Sr. No.	Room Category	No. of Rooms Offered	Quoted Fees	Weighted Average Rate
		Nos.	INR/Student/Annum	INR/Student/Annum
1	Single Seater	20	100	53
2	Double Seater	40	60	
3	Tripple Seater	50	50	
4	Four-Seater	80	40	
Total Rooms Offered =		190	-	-

5. Calculation of the “Weighted Average Rate” for each bidder shall be done as above on the basis of offered number of rooms and its corresponding rates. The Service Provider shall be ranked in accordance with lowest to highest weighted average rate.
6. **The Service Provider with lowest “Weighted Average Rate” for the offered rooms shall be selected as Successful Bidder.**
7. The above methodology shall be used for determination of “L1” only. The selected “L1” Service Provider would have to offer the quoted rates for respective category of the rooms.
8. The decision of the Director, IIIT Nagpur shall be final and binding on all the participant Service Providers.

16. SPECIFIC TERMS & CONDITIONS OF THE EoI

1. The Service Provider shall be absolute owner of and is duly authorized to provide the premises / building(s) being offered. Alternatively, the Service Provider should be the exclusive Authorized Representative of the owner of the building(s) / premises.
2. **The premises / building(s) for accommodation being offered to IIIT Nagpur shall be ready to accommodate the students complete in all respect and free from all encumbrances on 1st July 2025.**
3. The premises / building(s) should be ready for occupation in all respects including requisite electrical fittings and fixture, water, drainage etc.
4. The building(s) should have sufficient number of Toilets including WCs, showers, washbasins, mirrors, geysers, exhaust fans, towel rails, hand rails, hooks etc.
5. IIIT Nagpur shall not pay any amount for the premises / building(s) offered by the Selected Service Provider.
6. The electricity and water supply lines / connection shall be provided by the Service Provider at his own cost and expenses. The Service Provider shall also provide all items like supply of electrical energy, provision for and operation of the WiFi, Diesel Generator Set(s), water supply, service charges, maintenance charges, security & CCTV, Water Coolers/Filters etc.
7. Building(s) should be preferably less than three story.
8. **The Selected Service Provider shall deploy adequate Housekeeping Personnel, Security Personnel and/or other manpower at its own cost for providing safe and secure services to the IIITN students during the stay in the hostel.**
9. **The Selected Service Provider shall be solely responsible for payment to Housekeeping Personnel, Security Personnel and/or other manpower in accordance with Minimum Wages Act and other applicable rules / regulations.**

10. IIIT Nagpur shall not be responsible for any payment of any applicable taxes to any Government Authority.
11. Obtaining and maintaining Fire Clearance Certificate from Fire Department, Structure Safety Certificate from Building Safety Department shall be the responsibility of the Selected Service Provider.
12. IIIT Nagpur shall not be liable or responsible for any damage caused to the premises / building(s) during the term of the Service resulted from any fire, earthquake, storm, war, civil disturbance, riots, or any natural calamity or act of God which is beyond the control of the Institute.
13. Routine civil maintenance, seepage maintenance, leakage maintenance, sewer cleaning, electrical, mechanical, plumbing maintenance including consumables etc shall be taken care by the Selected Service Provider.
14. Further, the Selected Service Provider will be responsible for carrying out any major civil, electrical, mechanical Maintenance during the Service Period as well as Annual Repair and Maintenance of the premises / building(s) every year and as & when required.
15. The Selected Service Provider will have to nominate one dedicated person who will act as an Authorized Representative of the Service Provider in case the Service Provider himself is not available for discharging his responsibilities.

17. GENERAL TERMS & CONDITIONS OF THE EoI

1. The Institute reserves the right to reject any or all EoIs, wholly or partly or close the EoI Process at any stage without assigning any reason whatsoever.
2. The Institute reserves the right to carry out the capability assessment of the Service Providers and the Director, IIITN decision shall be final in this regard.
3. The bids of the Service Provider not complying with one or more of the conditions of eligibility criteria and / or fails to submit the required documents as required / or mentioned in the EoI Document is liable to be summarily rejected.
4. It shall be the responsibility of the Service Provider to fully inform / acquaint / familiarize itself with local conditions and factors, which may have any effect on the execution of services to be rendered under this EoI. All Service Providers intending to submit the EoI shall visit, if required and make themselves thoroughly acquainted with the local site conditions.

Prospective Service Providers may visit the Institute with prior intimation and approval of the Institute during 11 AM to 5.00 PM for ascertaining the distance of the same from the offered premises / building(s), road & transport conditions and/or any other matter considered relevant by them. The approval for the Site Visit may be obtained by sending email on aosd@iiitn.ac.in.

5. The Institute shall presume that the Service Provider has understood and agreed to all the terms and conditions of the EoI while submitting the same.

6. In case of any dispute regarding the EoI Process, the place of jurisdiction shall be Nagpur, Maharashtra (India) only.
7. Canvassing in any form shall lead to disqualification of the Service Provider for participation in the EoI.
8. Clarification, queries in the context of this EoI may be sent on the email id viz. aosd@iiitn.ac.in.

18. INDEMNITY

The Selected Service Provider shall indemnify IIITN and/or any of its staff/employee/officer/representative against all losses, damages, litigation, court orders etc, if any, which arise out of the Selection of Service Provider under this EoI.

19. CHECK LIST FOR SUBMISSION OF THE EoI

All the Service Providers are invariably required to submit the following check list while submission of the EoI along with supporting documents:

Sr. No	Particulars	Criteria / Documents to be submitted	Service Provider's Response Yes/No
1	<p>The Service Provider may be an individual / partnership firm / organization / institution / company having capability to offer accommodation for 400 to 600 students in a single building or in nearby buildings within the same premises / complex duly fenced from all sides and owned by the Service Provider.</p> <p>OR</p> <p>The Service Provider may be an Authorized Representative of an individual / partnership firm / organization / institution / company having capability to offer accommodation for 400 to 600 students in a single building or in nearby buildings within the same premises / complex duly fenced from all sides.</p>	<ol style="list-style-type: none"> 1. Plan & Layout of the building(s) duly signed by the Service Provider clearly demarcating the premises offered on lease under this bid to be submitted. 2. Supporting Ownership Document of the Appropriate Authority to be submitted. <p>OR</p> <ol style="list-style-type: none"> 3. Authority Letter from the owner of the building(s) / premises on its Letterhead, if applicable authorizing the Service Provider for submission of the Bid, in case of Authorized Representative. 	

Sr. No	Particulars	Criteria / Documents to be submitted	Service Provider's Response Yes/No
2	The premises / building(s) offered for accommodation should have clear title and should be free from all encumbrances, liabilities, disputes and litigations with respect to ownership, lease/renting and should have all the required regulatory and statutory approvals/permissions from the competent authorities, for use as hostel accommodation.	An undertaking duly signed by the Service Provider on its Letterhead in Prescribed Annexure – A to be submitted.	
3	The premises / building(s) offered for accommodation should have 24 hours electricity, DG Sets and water supply along with WiFi, security & CCTV, Water Coolers/Filters etc.	An undertaking duly signed by the Service Provider on its Letterhead in Prescribed Annexure – B to be submitted.	
4	The Service Provider should not have been debarred and / or blacklisted by any Central Government / or any State Government / Autonomous Department(s) / Body as on the last date of submission of the EoI.	Affidavit on Rs. 100/- Stamp Paper in prescribed Annexure – C to be submitted. Undertaking on Letterhead shall not be accepted.	
5	Letter of Submission	The Service Provider should submit the EoI Submission Letter in the prescribed Annexure – D .	
6	Applicant Details in summarized Format	The Service Provider should submit the relevant details in the prescribed Annexure – E .	
7	Price Bid in Prescribed Format	The Price Bid is to be submitted in the Prescribed Annexure – F .	

UNDERTAKING FOR CLEAR TITLE AND APPROVALS

I / We age residence of
..... hereby undertake that the
premises / building(s) offered for accommodation under this EoI have clear title and are free from all
encumbrances, liabilities, disputes and litigations with respect to ownership, lease/renting and have all
the required regulatory and statutory approvals/permissions from the competent authorities, for use as
hostel accommodation.

Signature of the Service Provider
Name
Date

**UNDERTAKING FOR AVAILABILITY OF ELECTRICITY & WATER & FACILITIES
LIKE WIFI, DG SETS, CCTV**

I / We age residence of
..... hereby undertake that the
premises / building(s) offered for accommodation under this EoI have 24 hours electricity and water
supply along with WiFi, Security & CCTV, Water Coolers/Filters, DG Sets etc.

Signature of the Service Provider
Name
Date

Format for Affidavit on Rs. 100/- Stamp Paper

I / We age residence of
..... hereby declare that
..... (Name of the Company / Firm) has not been
black listed by any Government Department / Public Sector Undertaking / Bank / Central Autonomous
Body or any other Government Authority as on the last date of submission of this EoI.

(Name, Designation and Address of the Executants)
(Seal)

DEPONENT

Date:-

Place:-

VERIFICATION

I, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to the
best of my knowledge. No part of the same is false and no material has been concealed there from.

Verified aton this the .../.../.....

(Name, Designation and Address of the Executants)
(Seal)

DEPONENT

Letter of Submission

To
The Director
Indian Institute of Information Technology, Nagpur

Dear Sir,

We, the undersigned, offer to submit the EoI for “Selection with the Institute as Service Provider for providing Hostel Facilities including Transportation to the students of Indian Institute of Information Technology, Nagpur”.

We are hereby submitting our proposal in accordance with the directions provided in the EoI Document.

We hereby declare that all the information and statements made in this proposal are true and we accept that any misinterpretation contained in it may lead to our disqualification.

We undertake, if our proposal is accepted, to provide the services to the students of IIIT, Nagpur as contemplated under this EoI.

We understand that you are not bound to accept any proposal you receive.

Yours Sincerely,

Signature of the Service Provider

Seal

Date

DETAILS OF THE SERVICE PROVIDER
(To be filled by the Service Provider)

1	Name & Address of the Individua; / Firm / Organization / Institution / Company for correspondence	
2	Name & Address of the Authorized Person	
3	Telephone, Mobile Number and e-mail address of the Company & the Authorized Person	
4	Legal Status of the Service Provider: a) An Individual b) A Proprietary Firm c) A Partnership Firm d) A Limited Company	
5	Bank Details of the Individua; / Firm / Organization / Institution / Company	
6	GST Number	
7	PAN Number	
8	Location of the Building(s) / Hostel Facility being offered under this EoI	
9	Current Occupancy Status of the Building(s) / Hostel Facility being offered under this EoI	

NOTE: - ALL THE PAGES OF THIS EOI DOCUMENT NEEDS TO BE SIGNED BY THE AUTHORIZED SIGNATORY OF THE SERVICE PROVIDER WITH SEAL.

PRICE BID FORMAT

(Ref No. IIITN/ADMIN/EoI/Hostel/2025-26/001)

We, the undersigned, offer our most competitive price under this EoI for selection as Service Provider for providing Hostel Facilities including Transportation to the students of Indian Institute of Information Technology, Nagpur as under:

Sr. No.	Room Category	Minimum Nos. of Room to be offered	No. of Rooms Offered by the Service Provider	Quoted Fees
		Nos.	Nos.	INR/Student/Annum
1	Single Seater	5		
2	Double Seater	25		
3	Tripple Seater	25		
4	Four-Seater	70		
Total Rooms Offered =		125		-----

- Note: 1.** The Price quoted above is on “Per Student Per Annum Basis” towards providing the Premises / Building(s) including Transportation of the Students and Mess Facility as per the terms and conditions of the EoI and is inclusive of all items like room rent, food, furniture in room, supply of electrical energy, provision of DG Sets, water supply, service charges, maintenance charges, WiFi, security & CCTV, Water Coolers/Filters etc.
- 2.** The Service Provider must offer the number of rooms either equal to or above the number mentioned in the particular category.
- 3.** The bid offering less than minimum number of rooms shall be rejected.
- 4.** Single Room shall not be allotted to First Year Student.

NOTE:

- The Service Providers must offer the number of rooms in combination of the above, to accommodate 400 to 600 students.**
- The Institute Committee shall calculate the “Weighted Average Rate” in accordance with the formula provided in Clause 15 above.
- The Service Provider with lowest “Weighted Average Rate” for the offered rooms shall be selected as Successful Bidder.**

4. The above methodology shall be used for determination of “L1” only. The selected “L1” Service Provider would have to offer the quoted rates for respective category of the rooms.
5. The above offered rate shall be charged by the Service Provider to all the IIITN Students opting for the Service Provider’s Hostel and shall be directly collected from the students.
6. Number of students to be accommodated in a room should be in accordance with the room size to facilitate reasonable space for individual student.
7. **IIIT Nagpur shall not be making any payment to the Service Provider for any of the services to be offered under this EoI. Accordingly, payment of GST shall not involve.**

SELECTION CRITERION IN CASE OF TIE OF SAME WEIGHTED AVERAGE RATES OF L1

The Applicant who has already installed facilities like WiFi, Security & CCTV, Mess Facility, DG Sets and have premises with enough space for sporting activities and other intended facilities, have clean and hygienic rooms, have back-up facility for electricity will be selected.

The recommendation of the Institute Committee and the decision of the Competent Authority in this case shall be final and binding on all the L1 Applicants offering same Weighted Rate.

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