

**Indian Institute of Management, Lucknow**  
**Prabandh Nagar, IIM Road,**  
**Lucknow-226013 (UP)**

Phone No. : 0522 – 2736926  
: 0522 – 6696926

E-mail: Estate.office@iiml.ac.in

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Tender No. **IIML/Estate/001/2018**

Date: **12.06.2019**

**Notice Inviting Tender (NIT) for Opening a Medical Shop**  
**at IIM, Lucknow**

**Notice Inviting Tender (NIT):**

1. Sealed Tenders are invited in a “**sealed envelope**” for **medical Shop** at IIM Lucknow campus in commercial plaza, from reputed and registered Firms/Agencies, Who fulfill the **eligibility criteria** as laid down in this tender documents..
2. For details please refer to Tender Document, attached which is purely informative in nature. The vendors are advised to pay a visit on any working day from 10:00 AM to 5:00 PM to IIM, Lucknow campus commercial plaza and clarify doubts if any from Estate Management Office (Samadhan) at Indian Institute of Management, Prabandh Nagar, IIM Road, Lucknow-226013 (UP), Phone No.: 0522 – 6696926 (Office).
3. The application for medical shop at IIM, Lucknow duly accompanied by papers supporting expertise, experience and financial turnover of last three years should be forwarded in a sealed envelope, super scribed, “Application for Medical Shop at IIM, Lucknow campus”, to Senior Administrative Officer (Estate), Indian Institute of Management Lucknow, Prabandh Nagar, IIM Road, Lucknow-226013 (UP) to reach at IIM, Lucknow not later than closing hours on **June 29, 2018 at 12:00 noon.**
4. The bidder should have a minimum annual turnover of Rs.05.00 Lacs (Rupees Five Lacs). Proof has to be attached with tender.
5. The Institute reserves the right to reject in part or in totally the complete tender process without assigning any reason whatsoever.

**Senior Administrative Officer (Estate)**  
**Indian Institute of Management, Lucknow**

**Indian Institute of Management, Lucknow**  
**Prabandh Nagar, IIM Road,**  
**Lucknow-226013 (UP)**

**Tender Document for “Medical Shop”**  
**At IIM, Lucknow Campus**

**Terms and Conditions**

**Important Conditions for Medical store in campus**

1. Vendor must possess valid Licence for sale in retail of drugs from DLA (Drug Licencing Authority) Lucknow, UP.
2. Vendor have qualified persons for dispense of medicines. As per conditions mentioned in Drug Licence.
3. Vendor has to manage delivery of medicines 24X7 (round the clock).
4. Availability of sufficient and good range of medicines including emergency and life-saving medicines.
5. Vendor must have experience of running medical shop for 03 years or more.
6. Vendor annual turnover is at least Rs. 05.00 lacs (Rupees Five Lacs) or more. Balance sheet for last 03 years is required.
7. Vendor’s PAN No. is required.
8. Vendor must be registered with GST and have proper documents for the same.
9. Selection of the vendor will be based on fulfilment of above terms and conditions & personal interview of the vendor by the Shop Allotment Committee.
10. The Monthly rent will be Rs.1, 500/- (Rupees One Thousand Five Hundred Only) per month or as decide by the Institute. The vendor shall pay the rent in advance quarterly to the institute.
11. The vendor has to pay the electricity charges as per Institute’s norms on monthly basis. There would be penalty if rent / electricity will not be deposited in prescribed timeframe.
12. The Institute will not provide any accommodation to the shop owner or its workers. No worker will be engage for the shop below the age of 18 years.

13. The Vendor will have to provide the AADHAR of workers with the certification of the address / personnel.
14. If in the execution of their work, any infraction/breach/infringement of any law, rules/bye-laws for the time being in force, takes place, VENDOR shall indemnify the Institute and hold the Institute harmless against the consequence of any litigation/prosecution in any manner connected with or arising out of the subject license including the result of any labour dispute and should any claim be made against the Institute of any Authority/Court by way of any award or decree including awards of any Labour Court and/or Arbitrator, which might be enforced/sought against the Institute; the Institute shall be compensated by VENDOR in Toto in respect of all such claims/awards, etc.
15. It shall be the duty and responsibility of the VENDOR to ensure that the employees engaged for the work are physically fit and free from all communicable contagious, infectious or any other disease. If any employee(s) is/are found to be suffering from any disease or if any employee(s) commit any misconduct or misbehaviour, the VENDOR shall be required to remove such employee(s) forthwith at the request of the Institute without demur and without questioning the decision in this respect and restrain the entry of such employee(s) of his in the Campus.
16. In case IIM, Lucknow is called upon by any statutory authority for being responsible for any breach within the scope of contractor's obligations, all costs that IIM, Lucknow had to incur on account of such infringement by the VENDOR shall be borne by the VENDOR.
17. VENDOR would be granted the work on the strict understanding that the quality of services is up to the full satisfaction of the Institute. There can be no compromise on this issue. Any lapse in this regard may invite a penalty of Rs. 500/- at the first instance, if situation shows no improvement, the penalty may be increased.
18. The agreement shall be operative initially for **two years** with effect from the date of start and may extend further subject to satisfactory performance report. Rents would be fixed for first year. On yearly extension, the rates would be revised upwards by **10%** of basic rent (excluding taxes) or as decide by the Institute.
19. Vendor has to submit a **Security Deposit of Rupees 10,000/-** in the form of Bank Guarantee/Fixed Deposit/Term Deposit Scheme in favour of **“Indian Institute of Management, Lucknow”** with three years validity period. The same will be returned after two month of expiry of CONTRACT & without any interest for the Institute.
20. The Vendor shall keep the premises and surrounding area clean at all the time.

- (i) Biodegradable Garbage: to be segregated and hygienically disposed at a suitable place.
  - (ii) Non-biodegradable Waste: Under no circumstances will be littered around. It will be centrally stored and periodically disposed-off outside the Campus.
21. Quotation may be sent by “Speed Post” or “Registered Post” or “Courier”, so as to reach the Institute latest by due date and time. The name of the tender- “Medical Shop at IIM Lucknow” shall be written clearly on the “Sealed **Cover Envelope**”. The tenders received after due date and time are liable to be rejected.
22. Please note that the tender documents are not transferable and it should remain valid for acceptance for a period of three months from the date of opening of the tender.
23. The tender will be opened by the Institute on July 02, **2018 at 03:30 p.m.** in the Office of Estate Management at IIM, Lucknow in the presence of those tenderers or their agents who may choose to be present.
24. Any particulars or information regarding the proposed tender can be obtained from the office of the **Senior Administrative Officer (Estate)**, Indian Institute of Management, Lucknow. However, canvassing in any form will entail disqualification.

**On behalf of M/s.  
Lucknow**

**On behalf of IIM,**