EOI Form Fee = Rs. 2360/-
(Rs. 2000/- + 18% GST)
(Non -Refundable)

भारतीय सूचना प्रौद्योगिकी संस्थान नागपुर

INDIANINSTITUTE OF INFORMATION TECHNOLOGY, NAGPUR - 441108

EXPRESSION OF INTEREST (EOI) FOR

Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur

Located at Survey No. 140, 141/1, Behind
Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni,
Village: Waranga, PO: Dongargaon (Butibori),
District: Nagpur (Maharashtra) -441108

Contact No: 9405215010

EOI NO.: IIITN/ADMIN/EoI-Pharm/Service/2026-27/02

Location of the In-house Pharmacy Outlet	At the Hostel, IIIT Nagpur
Timings of the Pharmacy	24x7
Allotted Area for Pharmacy	200 Sq. feet.
Security Deposit	Rs. 25,000/-
DATE OF ISSUE OF EOI	**15-05-2026**
LAST DATE OF SUBMISSION OF EOI	**29-05-2026**

TOTAL PAGES – 16

भारतीय सूचना प्रौद्योगिकी संस्थान नागपुर

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, NAGPUR – 441108

IIITN/ADMIN/EoI-Pharm/Service/2026-27/02

Bids in Sealed Envelope are invited for **Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur located at Survey No. 140,141/1 behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni, Village - Waranga, PO – Dongargaon (Butibori) District - Nagpur (Maharashtra) – 441108.**

The Bidders can download the EOI Documents / Forms containing Detailed Specification, Terms and Conditions, etc. **from 15-05-2026 to 29-05-2026 up to 03:00 PM from the Institute website viz. www.iiitn.ac.in as well as from the Central Public Procurement Portal (CPPP) Website viz. https://eprocure.gov.in.**

They have to submit the bids by mentioning EOI Notice No. and invariably submit a separate Bank Draft of **Rs. 2,360/- (Rs. Two Thousand Three Hundred and Sixty Only)** drawn in favor of The Director, IIIT, Nagpur OR Online Payment Receipt as Non-Refundable cost of EOI Form / EOI Processing Fees to Administrative Section, IIIT Nagpur in the sealed envelope during submission of the EOI.

The Bids are to be submitted in hard copies only and IIIT Nagpur will not be responsible for postal delay / non-receipt of EOI Form / DD sent through the post. EOI Forms duly filled in all respects only in the prescribed format, duly super-scribed, should reach the office of the **Registrar, Indian Institute of Information Technology, Nagpur, Survey No. 140, 141/1, Behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni, Village - Waranga, PO - Dongargaon (Butibori) District - Nagpur (Maharashtra) - 441108** on or before **29-05-2026 up to 3.00 PM**. The EOI Forms are likely to be opened at **3.30 PM** on the same day. **EOIs received after the stipulated date and time will not be accepted.**

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

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

For inquiries, contact: Administration Section, IIIT Nagpur Telephone: **9405215010,** Time - 10.30 am to 4.30 pm (During Working Hours Only).

Note: - The Bidders are requested to serially number the submitted documents and put page numbers in the Check List.

I/c REGISTRAR

A. PAYMENT OF EOI FEES

All the Bidders shall be required to submit EOI Form / EOI Processing Fees in the form of a Bank Draft of **Rs. 2,360/- (Rs. Two Thousand Three Hundred and Sixty Only)** drawn in favour of The Director, IIIT, Nagpur and payable at Nagpur. **Vendors registered with NSIC, MSMEs (Only Micro & Small Enterprises) etc. are exempted from the payment of the EoI Processing Fee subject to submission of documentary evidence.**

Alternatively, the EOI Fees / EOI Processing Charges may be paid Online by NEFT / RTGS in the following Bank Account:

Account Name	Indian Institute of Information Technology, Nagpur, GENERAL
Account Number	41759739179
Name of the Bank	State Bank of India, VRCE Branch, South Ambazari Road, VNIT, Nagpur
Bank Code	06702
IFSC Code	SBIN0006702
MICR Code	440002005

The Bidder is required to write name of the Company on back side of the Demand Draft or NEFT / RTGS Receipt. A copy of the receipt is to be attached with the hard copy of the submitted Bid.

The EOI Form / EOI Processing Fee is non-refundable.

B. ELIGIBILITY CRITERIA

The Bidder, fulfilling the following criteria shall be eligible to apply:

1. The bidder (Chemist/Firm/Company) should be a registered Individual/ Firm/ Company/ Chemist (Consortium bidders and Joint Ventures not allowed).
2. The bidder must have experience running similar outlet(s) or providing medicines for One year in a Government / Semi-Government/Autonomous body / reputed hospital/any reputed organization etc. Interested bidders may apply along with sufficient proof of experience/ability to run the pharmacy.
3. The bidder must hold a valid Retail Drug License as on the last date of bid submission. The successful bidder shall have to apply and obtain a valid drug license from the appropriate Government Agency/Authority for operating the proposed pharmacy at the Hostel building, IIIT Nagpur.
4. The bidder must have a valid FSSAI License for running retail pharmacy outlets as on the last date of bid submission. Besides, the successful bidder shall also be required to have/obtain all other licenses/registrations as may be necessary from time to time under various laws/enactments.
5. They must have the following registrations:
   a. Goods and Services Tax (GST)
   b. Income Tax (PAN)
   c. Shop and Establishment Registration (Gumasta)

   Bidders who do not have a GST Certificate must submit an undertaking stating the non-availability of the same, if it is not applicable to them.
6. The Bidder should not have been debarred and / or blacklisted by any Government Department / PSU / Bank / Central Autonomous Body / Private Sector in last Two Years as on the last date of bid submission.

C. GENERAL CONDITIONS OF EOI

1. The Institute reserves the right to reject any or all EOI(s), wholly or partly or close the EOI at any stage prior to the award of the contract without assigning any reason whatsoever.
2. The Institute reserves the right to carry out the capability assessment of the Bidders and the Director, IIITN decision shall be final in this regard.
3. The bid of any bidder who has not complied 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 on the Bidder to fully inform / acquaint / familiarize itself with local conditions and factors, which may have any effect on the execution of supply and services to be rendered under the EOI. All Bidder (s) intending to bid shall visit, if required to the IIITN Permanent Campus and make themselves thoroughly acquainted with the local site conditions.
5. The Institute shall presume that the Bidder has understood and agreed that all the relevant factors have been kept in view while submitting the bid. No financial adjustment arising thereof shall be permitted by Institute, on the basis of any non- clarity of information about local conditions being pleaded by the bidder.
6. Liaisoning, if required, with an outside Agency / Government Authority for undertaking & delivering any or all supply & services stipulated under this EOI, shall be the sole responsibility of the Bidder.

D. EVALUATION OF BIDS:

IIIT Nagpur will evaluate and compare the EOI(s) determined to be substantially responsive i.e., which:

a) Are properly signed& submitted in original; and
b) Confirm to the terms & conditions, of the EOI.

Conditional EOI and late submitted EOI will not be accepted.

E. TENTATIVE COMMENCEMENT OF CONTRACT & TERM OF ALLOTMENT:

a. The Successful Bidder shall have to start working tentatively from 1st July 2026. The selected Applicant shall be issued Work Order for the term of One (01) Year initially during which period his performance shall be monitored.

b. The Institute may extend the term of Allotment / Engagement for providing the services delineated under this EOI Document for further Two (02) Years at the sole discretion of the Competent Authority of the Institute on the basis of performance on yearly basis at same rate, terms and condition.

c. After completion of the Three (03) Years of the Service, the Competent Authority of the Institute shall decide on further extension of the Service Period without EoI / tendering in case the services are found satisfactory. The decision of the Competent Authority shall be final in this regard.

d. The engagement of Service Provider under this EOI shall not be for indefinite period and the Institute reserves the right to evacuate the Service Provider from the Institute Premises in case of breach of any of the conditions / directives enforced by the Competent Authority or the Service Provider can discontinue the services by providing advance notice of ONE MONTH from either side.

e. The Director, IIITN shall have the sole authority to reschedule the date of providing services if required. The decision of the Director, IIITN shall be final in this matter.

F. BID SYSTEM AND INSTRUCTIONS FOR SUBMISSION OF BIDS:

"Two Bid" Systems will be followed for this EOI. **Two sealed envelopes, namely "Technical Bid" and "Financial Bid" are to be put in one sealed envelope super-scribed with name "EOI for Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur".**

The Contents of "Technical Bid":

The Technical / Qualification bid should be placed in a sealed cover. **This envelope should be super-scribed "EOI for Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur".**

The envelope containing the Technical / Qualifying Bid should have proper indexing along with page no. mentioned. Failing which EOI will be out rightly rejected.

1. The technical bid will include all technical and associated supporting documents, indicating the compliance of technical specifications as per the EOI.
2. It is essential to fill complete forms as per prescribed format only to qualify the technical bid. Incomplete forms should be summarily rejected. If needed separate sheet should be enclosed for furnishing complete details. Any other format will lead to disqualification.
3. The EOI received at the Institute within the prescribed date & time shall be opened preferably on the same date.
4. The opened EOIs shall be scrutinized for eligibility as per the prescribed terms and conditions of the EOI Document.
5. Thereafter, the Committee shall open the Price Bids of Technically Qualified bidders.

The Contents of "Financial Bid": (To be filled in Separate Sealed Envelope)

1. Offered Room Rent should be indicated in the prescribed format in the financial Bid only.
2. Each cover should also indicate clearly the name and address of the bidder and EOI no.

SELECTION CRITERION IN CASE OF TIE IN OFFERD RENT:

Bidder having higher experience in a business running a Pharmacy Outlet in educational institutions or any other Private Organization / Government Organization (as per submitted documents) will be selected.

G. AWARD OF WORK:

The IIIT Nagpur will award the work to the bidder, whose EOI has been determined to be substantially responsive, and who has offered the Highest Rent for the allotted shop.

1. Notwithstanding the above, the IIIT Nagpur reserves the right to accept or reject any EOI(s) and to cancel the bidding process and reject all EOI(s) at any time prior to the award of work.
2. The bidder shall quote the rent he / she intends to pay to IIITN (as per format attached in Price Bid). Whoever offers the highest rent to the Institute and fulfils all the terms and conditions of this EOI document, will be selected for award of the contract, provided that all the requisite documents are furnished and all the conditions are met as per Terms & Condition.

H. SECURITY DEPOSIT:

1. The Selected Bidder shall be required to submit a Security Deposit within 10 Days from the date of receipt of the Intimation Letter from the Institute for a Fixed amount of **Rs. 25,000/- (Twenty-Five Thousand Rupees Only)** including applicable taxes and duties.
2. Failure to deposit the Security Deposit within the stipulated time, may lead to Cancellation of the award of work.
3. IIIT Nagpur reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract. IIIT Nagpur reserves the right to set off the Security Deposit, against any claims of any other contracts with IIIT Nagpur.
4. No interest shall be payable on Security Deposit or on any moneys due to the contractor.
5. If the bidder deliberately gives wrong information in this EOI, IIIT Nagpur reserves the right to reject such EOI at any stage or to cancel the contract, if awarded and forfeit the Security Deposit / any other money due.
6. The Security Deposit shall be furnished in the form of Demand Draft of any Scheduled Bank drawn in favor of the Director, IIIT Nagpur and payable at Nagpur. This Security Deposit shall remain with the Institute, interest free, as Security for the entire duration of the Contract and will be replenished from time to time in case of deductions, if any, by the Institute towards recovery from the Agency. The aforesaid Security Deposit shall be returned to the Agency after 60 days or expiry of the contract without any interest, after deductions, if any, made by the Institute.
7. In the event of the Selected Bidder is failure to provide the services as per the contract, the Institute reserves the right to hire Services, for above from other sources at the Selected Bidder's risk and cost and all such expenses and losses incurred by the Institute in this regard shall be borne by the Selected Bidder. Further, the Institute shall retain the right of forfeiture of Security Deposit and or any other action(s) as deemed fit.

I. PAYMENT TERMS & CONDITIONS:

The Licensee shall pay the monthly License Fee, Electricity Charges & Water Charges for each month as per the terms & condition within 7 Days from the date of receipt of the intimation from the Institution.

J. PENALTY:

1. The bidder should always maintain a feedback book. The monitoring committee of the institute will frequently go through the book. Failure to produce the same will be taken seriously and a fine if Rs. 500/- per unsatisfactory work / mistaken will be imposed.
2. Any deviation from the above terms and conditions even after initial warnings will attract an appropriate monetary penalty as deemed fit by the Institute authorities.

K. SINGLE BID BY INDIVIDUAL BIDDER:

Each Bidder shall submit only one bid.

L. VALIDITY OF EOI

EOI shall remain valid for a period of not less than 180 days after the deadline date specified for submission.

General Terms &Conditions

1. **The bidder must visit the site and gather a clear idea about the allotted space before submitting the EoI. Approx. 200 Sq. Ft. of area is allotted for Setting Up and Operation of 24x7 Pharmacy Outlet at Hostel, IIIT Nagpur. The license fee for this space is minimum set to Rs. 2000/- (Rupees Two Thousand only) excluding GST.**
2. **In addition to license fee, the Electricity Charges are as per actual and the fix amount of Water Charges of Rs. 200/- shall be payable by the Licensee / service provider to the Institute per month and the proof of payment of charges and taxes shall be submitted to the IIITN Admin office.**
3. The bidder shall not make any additions or alterations in the allotted premises during the period of contract.
4. The successful bidder shall complete the work of setting up pharmacy outlet at Hostel, IIIT Nagpur within 10 days from the award of contract.
5. The IIITN shall have the right to review the order from time to time and if at any time it is found that the bidder has failed to fulfil any of the conditions of the order or the working is unsatisfactory, IIITN may terminate the order after giving one-month notice, but no such notice will be necessary if the order is terminated on the grounds of serious misconduct or any other act as the IIITN may deem fit to do so.
6. The Bidder shall not transfer or assign any part of his interest in this License and that the (Period of this) License shall also be liable to be terminated by death or insolvency of the bidder before the expiry of the period of this License.
7. The bidder shall have to pay GST (as applicable) on the license fee.
8. The service hours in the pharmacy shall be 24x7.
9. The bidder should keep an adequate stock of commonly used medicines and shall be ready to facilitate the supply of specific medicines prescribed by the doctor, if such medicines are not available in the shop at any time.
10. **The EOI Applicants are required to note that the rates for all the items shall not be more than mentioned MRP.**
11. IIITN will not provide any equipment and infrastructure other than the 200 sq ft room. The bidder will have to accept the premises allotted for the purpose on as-is-where-is basis.
12. The successful bidder shall make his/her own arrangements for all furniture, fixtures, racks, storage units, counters, refrigeration units (if required), computer systems, billing equipment, and any other infrastructure/items necessary for setting up and operation of the pharmacy outlet at his/her own cost.
13. The bidder and his staff will make their own residential arrangement outside the premises of the IIITN. No one will be granted permission to stay in the Institute.
14. Except student's faculty and staffs, outsiders are strictly not allowed to take pharmacy facilities.
15. If in the opinion of the IIITN authorities, the performance of any of the persons deployed is not satisfactory or he/she is not amenable to discipline or their behaviour is not conducive to retain them for the work, he/she should be replaced immediately.
16. The staff should be able to speak English/Hindi.
17. The Bidder and his staff shall remain polite and well behaved with the students, faculty, staff and the guests of IIIT Nagpur. If it is found to the contrary, the contract can be terminated without any notice.

18 The bidder will have to register all his employees who will be working in the pharmacy along with a copy of their photographs, residential details for clearance by the IIITN security.

19 The bidder shall be responsible for the clearing of dustbins for maintaining proper hygiene.

20 The bidder shall carry the Identity Card / Gate Pass issued by IIITN at all time while they are in the IIITN premises and shall maintain proper dress codes, as approved by the IIITN.

21 The bidder will have to ensure that the employees are in clean uniform and maintain personal hygiene and discipline in the campus.

22 Proper monitoring and safe keeping of items will be done by the bidder, IIITN will not be responsible for any theft in the pharmacy.

23 Bidder shall not employ any child worker.

24 Further, the license fee shall be payable together with applicable GST within Seven (7) Days from the intimation about payable charges for Licenece Fee, Electricity Charges & Water charges for the month.

25 The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealing / processing. Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Nagpur, Maharashtra, India only.

26 Jurisdiction: This EoI including all matter connected with this license, shall be governed by the laws of India (both substantive and procedural) for the time being in force and shall be subject to executive jurisdiction of the Indian Courts at Nagpur.

27 In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel the work order without assigning any reason thereof, and nothing will be payable by this Authority in that event and the Security Deposit shall be forfeited.

28 The Licensee will, at all times, ensure discipline, decent and courteous behavior with everyone while they remain in IIIT Nagpur premises.

29 The Director, IIIT Nagpur and its officers / employees will not be responsible to any liabilities, entitlement or claims in the context of any statutory dues, charges; demands labour charges etc for undertaking the said Contract by the Licensee.

30 **Site Visit:** The bidder may visit the site on working days between 10:00 AM to 5:00 PM prior to submitting the EoI in order to understand the existing conditions, layout, available infrastructure, and operational feasibility. The bidder shall obtain all necessary information related to space, utilities, access, and operational constraints.

All Communication is to be addressed to –

The I/c Registrar,
Indian Institute of Information Technology, Nagpur
Survey No. 140, 141/1,
Behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni,
Village: Waranga, Po: Dongargaon (Butibori),
District: Nagpur (Maharashtra) -441108

I/c REGISTRAR
IIIT, Nagpur

The Bidder should clearly specify Yes / No in the following format towards compliance of the Technical Bid Conditions:

Sr. No.	Particulars	Criteria / Documents to be submitted	YES / NO	Page No.
1	Submission of EOI Form Charges **Rs. 2,360/-**	To be submitted in the form of Demand Draft of a Scheduled Bank in favor of the Director, IIIT Nagpur payable at Nagpur OR through Online Payment Mode. Bidder should write Name of firm and address on the reverse side of DD /Online Payment Receipt.	Yes/No	
2	Details of the Bidder	The Bidder should submit the information sheet in the prescribed **Annexure -1**	Yes/No	
3	The bidder (Chemist / Firm / Company) should be a registered Individual / Firm / Company / Chemist (Consortium bidders and Joint Ventures not allowed).	Valid Registration certificate should be attached.		
4	The bidder must have experience running similar outlet(s) or providing medicines for One year in a Government / Semi-Government / Autonomous body / reputed hospital /any reputed organization etc. Interested bidders may apply along with sufficient proof of experience/ability to run the pharmacy.	The details of the experience to be provided in **Annexure-2** along with copies of the Work Order / Experience Certificate.	Yes/No	
5	The bidder must hold a valid Retail Drug License as on the last date of bid submission. The successful bidder shall have to apply and obtain a valid drug license from the appropriate Government Agency/Authority for operating the proposed pharmacy at the Hostel building, IIIT Nagpur	Undertaking for the same is required on company / form letterhead.		

6	The bidder must have a valid FSSAI License for running retail pharmacy outlets as on the last date of bid submission. Besides, the successful bidder shall also be required to have/obtain all other licenses/registrations as may be necessary from time to time under various laws/enactments.	Valid FSSAI license certificate should be attached,		
7	They must have the following registrations: a. Goods and Services Tax (GST) b. Income Tax (PAN) c. Shop and Establishment Registration (Gumasta)	Copy of GST Registration certificate shall be submitted **Note: Bidders who do not have a GST Certificate must submit an undertaking stating the non-availability of the same, if it is not applicable to them.** Copy of Company PAN shall be submitted Copy of the Shop and Establishment Registration (Gumasta) shall be submitted.	Yes/No	
8	The Bidder should not have been debarred and / or blacklisted by any Government Department / PSU / Bank / Central Autonomous Body / Private Sector in last Two Years as on the last date of bid submission.	Affidavit on Rs.100/- Stamp Paper in prescribed **Annexure – 3** to the effect that the Bidder is not debarred and / or blacklisted by any Government Department / PSU / Bank / Central Autonomous Body as on the date of EOI submission. **Undertaking on Letterhead shall not be accepted.**	Yes/No	
9	Submission of Letter of Transmittal	The Bidder should submit the Letter in the prescribed **Annexure– 4**.	Yes/No	
10	Submission of Proposal	The Bidder should submit the Proposal in the prescribed **Annexure– 5**.	Yes/No	
11	Submission of Price Bid	The Bidder should submit the Price Bid in a separate sealed cover in the prescribed **Annexure– 6**.	Yes/No	

BIDS OF AGENCIES NOT MEETING THE ABOVE ELIGIBILITY CONDITIONS WILL SUMMARILY BE REJECTED.

Annexure -1

DETAILS OF BIDDER
(To be filled by the Bidder)

1	Name & Address of the Agency / Firm / Company **(Attach the proof of Details)**	
2	Name & Address of the Authorized Person	
3	Phone No. / Mobile No.	
4	Email-ID	
5	Year of Establishment: **(Attach the proof of Details)**	
6	Registered Office Address	
7	Nature of the firm a) A Proprietary Firm b) A Partnership Firm c) A Limited Company **(Attach the proof of Details)**	
8	Registration No of Firm **(Attach the Copy)**	
9	GST Registration No. **(Attach the copy of GST Certificate)**	
10	PAN No. **(Attach the copy of PAN Card)**	
11	Bidders Bank Details **(Attached the proof of Details)**	Account Holder Name: _____ _____ Account Number: _____ IFSC Code: _____ Bank Name: _____ Branch: _____

Signature of the bidder or his authorized signatory
With Seal of the Agency

Dated:

Annexure -2

Year-wise List of Similar Type of Contracts completed

List of Work Orders of educational institutions or any other Private Organization / Government Organizations for Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur Campus. Attach a copy of JOB COMPLETION CERTIFICATE in support of every claim.

Name of the organization	Duration of contract		Amount of Contract	No. of staff deployed
	From	To		

Place & Date:

Annexure -3

Format for Affidavit on Rs. 100/- Stamp Paper

I / We ..... age ..... residence of ..... hereby declare that ..... (Name of the Agency) 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.

Also, I hereby solemnly affirm and declare that our firm/company has not been convicted by any Drugs Control Authority or any Court of Law and that no case, inquiry, investigation, or legal proceedings are pending against the firm/company under the provisions of the Drugs and Cosmetics Act, 1940 and Rules framed thereunder, including the Drugs Price Control Order (DPCO) issued from time to time, as on the date of submission of this bid/EOI. Further, I/We understand that if any information furnished herein is found to be false or incorrect at any stage, the Institute reserves the right to reject/cancel our bid/contract forthwith without any prior notice.

(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 at .....on this the .../.../.....

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

DEPONENT

Solemnly affirmed and signed before me by the deponent on this..... of..... 2026 at my office. (Judicial Magistrate First-Class / Notary Public/ Oath Commissioner)

Annexure -4

LETTER OF TRANSMITTAL

From:
[Full address of the Agency]

To,
The Director
Indian Institute of Information Technology, Nagpur
Nagpur-441108

Sub: Submission of EOI for Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur located at Survey No. 140,141/1, Behind Br. Sheshrao Wankhade Shetkari Sahkari Soot Girni, Village - Waranga, PO - Dongargaon (Butibori), Dist. Nagpur (MH) 441108.

Sir,

Having examined the details given in the invitation for the Technical / Price Bid published on Institute Website and the technical bid document for the above work, we hereby submit the application with complete details.

1. We certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.

2. We have furnished all information and details necessary for pre-qualifications and have no further pertinent information to supply

3. We authorize the Director, IIIT Nagpur to approach individual(s), employer(s), Firm(s), Bank(s), and corporation(s) to verify our competence and general reputation.

Signature of the bidder or
his authorized signatory with
Seal of the Agency

Dated:

Annexure -5

PROPOSAL SUBMISSION FORM

To

The Director

IIIT Nagpur

Dear Sir,

We, the undersigned, offer to provide our services for the work of **"Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur Campus"** located at Survey No. 140 & 141/1, Behind Br. Sheshrao Wankhade Shetkari Sahkari Soot Girni, Village: Waranga, P.O.: Dongargaon (Butibori), District Nagpur, Maharashtra – 441108, in accordance with the terms and conditions of the EOI document.

We are hereby submitting our proposal, which includes the Technical Proposal and Financial Proposal, duly sealed in a single envelope.

We hereby declare that all the information and statements made in this proposal are true and correct to the best of our knowledge and belief, and we understand that any misrepresentation, misstatement, or concealment of facts may lead to disqualification of our proposal.

We further undertake that, if our proposal is accepted, we shall commence the work for setting up and operation of the 24x7 Pharmacy Outlet within the time period stipulated in the Work Order/Letter of Award issued by the Institute.

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

Yours sincerely,

Authorized Signature [In full and initials]: _____

Name and Title of Signatory: _____

Name of Agency: _____

Address: _____

Annexure -6

FINANCIAL / PRICE BID

EOI NO.: IIITN/ADMIN/EoI-Pharm/Service/2026-27/02

EoI for Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur

(To be submitted along with the Bid in Sealed Envelope)

Sr. No.	DESCRIPTION OF THE ITEM	RENT AMOUNT OFFER Base Price is Rs. 2000/- (Excluding GST)
1	I/We herein submit my/our EOI for Setting Up and Operation of 24x7 Pharmacy Outlet for Supply of Pharmaceutical Medicines and Healthcare Products to Students, Employees, and Residents of the Institute at Hostel, IIIT Nagpur. *I/We have read the EOI document and agree to all the terms and conditions of contract mentioned in the EOI document. The rent I/We offer to pay to the IIIT Nagpur for the premises allotted to us is*	Rs. _____/- **The Bid shall be rejected for the Rent Amount offer below Rs. 2000/-. (excluding GST 18% GST)**
2	GST Applicable on Sr. No. -1	Rs. _____/-
3	**Total Amount (Sr. No. – 1 + Sr. No. – 2)**	Rs. _____/- (In words: Rs..... .....)

1. **The bidder shall quote the rent he / she intends to pay to IIITN in this format.**
2. **Whoever offers the highest rent to the Institute and fulfils all the terms and conditions of this EOI document, will be selected for award of the contract, provided that all the requisite documents are furnished and all the conditions are met as per Terms & Condition.**
3. **The Bid shall be rejected for the Rent Amount offer below Rs. 2000/- (excluding GST 18% GST).**

Yours faithfully,

Name and signature of the Bidder:
Stamp:
Address:
Contact No.:
Email ID: