



INDIAN INSTITUTE OF TECHNOLOGY, KANPUR
GT ROAD, KALYANPUR, KANPUR – 208016
UTTAR PRADESH, INDIA

OPEN TENDER ENQUIRY
TENDER DOCUMENT

For

“Establishment and Operation of 3 SATHEE Kendras at Madhya Pradesh, Jharkhand and Rajasthan.”

Tender Reference Number	IITK/AK/2026-27/04
Item Description	Establishment and Operation of 3 SATHEE Kendras at Madhya Pradesh, Jharkhand and Rajasthan
ITEM Quantity	03
Bid Submission Start Date & Time	08.09.2026 16:00 HRS
Bid Submission End Date & Time	21.09.2026 16:00 HRS
Tender Opening Date	22.09.2026 16:00 HRS
Bid Submission Address	Room Number 401, RM Building, Dept of CSE, IIT Kanpur

Tender Details:

Sealed responses are invited for “Establishment and Operation of 03 SATHEE Kendras at Madhya Pradesh, Jharkhand and Rajasthan.” in a Two-bid system. Both the Technical bid and the Financial bid, in separate sealed envelopes, must be placed inside one outer envelope, which must be superscribed with the Tender Reference Number, Item Description, and bid Submission End Date. The sealed copy of bids must reach the address above on or before the bid Submission End Date & Time.

1. List of Documents to be Submitted with the Technical Proposal

- a. Copy of PAN, GST/Society Registration, and Bank details.
- b. Copy of work experience – details of similar engagements.
- c. Copy of registration documents – GST, MSME, PAN, and Bidder’s Details (Annexure 2).
- d. Copy of other documents mentioned in the eligibility checklist and terms & conditions of this Tender (Annexure 1).
- e. Declaration of turnover, credentials, and non-blacklisting (Annexures 3, 4, 5).
- f. Earnest Money Deposit (EMD) of ₹ 81,000, in the form of a Demand Draft / FDR / Bank Guarantee in favour of the Registrar, IIT Kanpur, payable at Kanpur.

Note: No indication of the quoted price should be made in any document submitted with the Technical Proposal. Proposals submitted without EMD will be summarily rejected.

2. List of Documents to be Submitted with the Financial Quotation

- a. Financial Quotation with complete cost break-up (Annexure 6).

Scope of Work:

IIT Kanpur, on behalf of the SATHEE initiative desires to select an Bidder for establishing and operating SATHEE Kendras (physical learning centres) at the following locations:

Sl. No.	District	State
1	Balaghat	Madhya Pradesh
2	Singhbhum (E)	Jharkhand
3	Jhunjhunu	Rajasthan

Broadly, the scope of the engagement for the bidder shall include:

- Site assessment and finalization of Kendra locations, in coordination with IIT Kanpur (minimum 500 sq. ft. room space in nearby schools/government schools, with electricity, water, toilets, and proper ventilation).
- Setting up of each Kendra with the requisite academic resources and infrastructure required for hybrid learning delivery, including digital learning devices, display/presentation equipment, connectivity infrastructure, signage/promotional material, and study material, as per the specifications finalized by IIT Kanpur.
- Recruitment and deployment of local SATHEE Mitras (subject experts), SATHEE Vishisht Mitras (up to 4 per Kendra), and SATHEE Samanya Mitras (general volunteers), and facilitation of their training by the IIT Kanpur team.
- Conducting orientation programs for students, teachers/schools, and the community/parents at each location, and organizing formal inauguration events.
- Commencement and continued running of hybrid (online + offline) classes, Monday to Saturday, three hours daily covering two subjects per day.
- Facilitating regular assessments (weekly quizzes, monthly tests, AI-driven analytics) and monthly community interaction events.
- Supporting the Need Assessment (Year 1), Mid Assessment (Year 2), and Post Assessment (Year 3) exercises.
- Maintaining complete financial records, submitting utilization certificates, and periodic progress reports to IIT Kanpur.

Terms & Conditions:

General terms and conditions	1.	Bidders should clearly specify their proposed implementation approach and team, along with a compliance statement against the scope of work.
	2.	The quoted price should be inclusive of all costs necessary to execute the complete scope of work (manpower, infrastructure, travel and contingency) for the full engagement period.
	3.	Work orders of similar engagements executed in the past 3 years, along with contact details of the client organizations, need to be submitted as proof of experience.
	4.	Feedback from previous clients/partner organizations will be part of the eligibility evaluation.
	5.	IIT Kanpur reserves the right to cancel this Tender at any stage, without assigning any reason thereof.
	6.	This entire engagement is funded solely through CSR funds released by the CSR funding partner. If this CSR funding be discontinued, suspended, or withdrawn at any point, this Tender/the resultant Agreement shall stand automatically cancelled with immediate effect, without further notice, and

		without any liability accruing to IIT Kanpur (see Clause 3 – Funding, under Commercial Terms and Conditions).
Web Portal Requirement	:	A dashboard-based web portal must be available for tracking and monitoring the overall project across all three Kendras.
Payment Terms	:	Milestone-based, as detailed in the Implementation Agreement, against submission of progress reports.
Duration of Engagement	:	One (1) year initial engagement, extendable by two (2) further years based on subject to availability of funds and satisfactory performance of the bidder, at IIT Kanpur's discretion — three (3) years in total.
Commencement Period	:	Kendra operations to commence within 15 days of issuance of the work order.
Experience	:	Minimum 3 years in an educational or manufacturing business; at least one work order from a North-Eastern state (Education Dept./Samagra Shiksha) and one from an Institute of National Importance, in the last 3 years. See Annexure 1 for full criteria.
Minimum Average Annual Turnover	:	₹ 2 Crore
Reasonableness of Quoted Price	:	To validate reasonableness, Bidders must submit a break-up of costs (manpower, infrastructure, travel, contingency) supported, where available, by rates from comparable past engagements.
Earnest Money Deposit (EMD)	:	Bidders must furnish EMD of ₹ 81,000 (Rupees Eighty One Thousand only), along with the Technical Proposal, in the form of a Demand Draft / FDR / Bank Guarantee (including e-Bank Guarantee) in favour of the Registrar, IIT Kanpur, payable at Kanpur. Proposals submitted without EMD will be summarily rejected. The EMD of unsuccessful Bidders shall be released/returned after finalization of the selection process; the EMD of the selected Bidder shall be released upon submission of the Performance Security.
Performance Security	:	The selected Bidder has to submit a Performance Security of 3%–5% of the total engagement value, in favour of the Registrar, IIT Kanpur, in the form of an Account Payee Demand Draft / Fixed Deposit Receipt / Bank Guarantee (including e-Bank Guarantee) from a bank, before signing of the Implementation Agreement. The Performance Security shall remain valid for the full duration of the engagement plus 60 days, and shall be released after satisfactory completion of all obligations under the agreement.



Prof Amey Karkare

Dept of CSE, IIT Kanpur - 208016

Selection Criteria:

Phase-I: Eligibility Review

Eligibility review will be done based on information and supporting documents provided in the Technical Proposals submitted by Bidders, against the criteria described in Annexure 1. A proposal containing partial, incomplete, unclear, or unrelated information will be summarily rejected.

Declarations must be supported with relevant documents. Discrepancies between supporting documents and declared information shall lead to rejection of the Technical Proposal.

Phase-II: Financial Evaluation

1. Financial Quotations of eligible Bidders shall be opened.
2. Financial Quotations with unreasonable, unexplained, or superfluous pricing will be summarily rejected.
3. Among all eligible Bidders, the Bidder quoting the lowest total price for the complete scope of work will be identified as the selected Bidder .

Delay in Commencement of Kendra Operations:

Kendra operations must commence within the Commencement Period specified above, from the date of the work order. Any delay attributable to the Bidder may be reviewed by IIT Kanpur at its discretion, in accordance with the terms of the Implementation Agreement, and may affect continuation of the engagement.

Instructions to Bidders of Countries which Share a Land Border with India (Rule 144(xi) of GFR, 2017):

- I. Any Bidder from a country which shares a land border with India will be eligible to bid under this Tender only if the bidder is registered with the Department for Promotion of Industry and Internal Trade (DPIIT). Further, any Bidder (including one from India) having a specified Transfer of Technology (ToT) arrangement with any entity from a country which shares a land border with India shall also be required to be registered with the DPIIT.
- II. "Bidder" (including the term 'tenderer', 'consultant', or 'service provider' in certain contexts) means any person, firm, or company, including any member of a consortium or joint venture (that is an association of several persons, firms, or companies), and every artificial juridical person not falling in any of the descriptions of Bidders stated hereinbefore, including any agency, branch, or office controlled by such person, participating in this selection process.
- III. "Bidder (or entity) from a country which shares a land border with India" means, for the purpose of this clause:
 - a. An entity incorporated, established, or registered in such a country; or a subsidiary of such an entity; or an entity substantially controlled through entities incorporated, established, or registered in such a country; or an entity whose beneficial owner is situated in such a country; or an Indian (or other) agent of such an entity; or a natural person who is a citizen of such a country; or a consortium or joint venture where any member falls under any of the above.

The beneficial owner, for this purpose, is determined as under:

- In the case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical persons, has a controlling ownership interest (more than 25% of shares, capital, or profits) or who exercises control through other means, including the right to appoint a majority of directors or to control management or policy decisions.
 - In the case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, has ownership of or entitlement to more than 15% of the capital or profits of the partnership.
 - In the case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s) who has ownership of or entitlement to more than 15% of the property, capital, or profits of such association or body.
 - Where no natural person is identified under the above, the beneficial owner is the relevant natural person who holds the position of senior managing official.
 - In the case of a trust, identification of the beneficial owner(s) shall include the author of the trust, the trustee, beneficiaries with 15% or more interest in the trust, and any other natural person exercising ultimate effective control over the trust.
- IV. This registration requirement shall be valid at the time of submission of the response and at the time of acceptance of the response. If the Bidder was validly registered at the time of acceptance/confirmation of the engagement, this registration shall not be a relevant consideration during the course of the engagement.

Purchase Preference (Make in India):

As per the Ministry of Commerce and Industry Order No. P-45021/2/2017-PP(BE-II) dated 16.09.2020, preference shall be given to Make in India goods/services, for which it is mandatory for Bidders to declare the Country of Origin of goods/services and the percentage of local content proposed to be used in executing this engagement.

"Local Content" means the amount of value added in India, being the total value of the engagement (excluding net domestic indirect taxes) minus the value of imported content (including all customs duties), as a proportion of the total value, expressed as a percentage.

- "Class-I local supplier" means a Bidder whose goods/services offered have local content of 50% or more.

- "Class-II local supplier" means a Bidder whose goods/services offered have local content of more than 20% but less than 50%.
- "Margin of purchase preference" means the maximum extent (20%) to which the price quoted by a Class-I local supplier may exceed the lowest quoted price (L1), for the purpose of purchase preference.

As this engagement is a service evaluated on price alone, purchase preference shall be applied as follows: among all technically eligible Bidders, the lowest quoted price shall be termed L1. If the L1 Bidder is a Class-I local supplier, the engagement shall be awarded to it directly. If the L1 Bidder is not a Class-I local supplier, the Class-I local supplier with the lowest quote (within the 20% margin of purchase preference over L1) shall be invited to match the L1 price, and the engagement shall be awarded to it upon matching. If no Class-I local supplier within the margin matches the L1 price, the engagement shall be awarded to the original L1 Bidder. Class-II local suppliers shall not receive purchase preference under this Tender.

Bidders are required to declare their Country of Origin and Local Content percentage along with the Financial Quotation (Annexure 6).

COMMERCIAL TERMS AND CONDITIONS

These Commercial Terms and Conditions shall constitute the General Conditions of the Agreement, where no separate agreement is signed with the selected Bidder, and the Bidders, by putting their signature and stamp on each page of this section, are binding themselves to these Terms and Conditions. In these Commercial Terms and Conditions, words and expressions shall have the following meanings assigned to them:

1. DEFINITIONS

- “Agreement” means the agreement of the Parties relating to the engagement for establishment and operation of SATHEE Kendras and/or the IITK Work Order, and all attachments incorporated by reference, which shall form an integral part of the Agreement. In the event of any discrepancy, the documents shall be given precedence in the following order: (i) the Agreement (where separately signed), (ii) the IITK Work Order, (iii) its attachments, and (iv) these Commercial Terms and Conditions;
- “Bidder” means the organization named in the ‘BIDDER’ field of the IITK Work Order and any legal successor(s) in title agreed to in writing by IITK;
- “Day” means any calendar day;
- “Commencement Date” means the latest possible date by which SATHEE Kendra operations shall commence, as specified in the ‘COMMENCEMENT DATE’ field of the IITK Work Order;
- “Force Majeure” shall mean any unforeseeable exceptional situation or event beyond the Parties’ control which prevents either of them from fulfilling any of their obligations under the Agreement, was not attributable to error or negligence on their part (or of their partners, contractors, agents or employees), and could not have been avoided by the exercise of due diligence. Financial problems or internal staffing/labour disputes cannot be invoked as Force Majeure by the defaulting Party. Neither Party shall be held liable for breach of its obligations if prevented by Force Majeure. The Party invoking Force Majeure shall notify the other without delay, stating the nature, likely duration, and foreseeable effect, and take measures to minimise possible damage;
- “Services” means all the services to be rendered to IITK by the Bidder under the Agreement, as described in the Scope of Work;
- “IITK” means the Indian Institute of Technology Kanpur;
- “IITK Work Order” means IITK’s official work order document;
- “Party” means IITK or the Bidder and “Parties” means IITK and the Bidder ; and
- “Place(s) of Performance” means the SATHEE Kendra locations specified in the Scope of Work of this Tender.

2. CONCLUSION OF THE AGREEMENT

1. The Agreement is made between IITK and the Bidder. The Bidder is engaged as an independent contractor for the sole purpose of delivering the Services.
2. The Agreement shall be concluded upon submission of acknowledgement of the Work Order by the Bidder.

3. FUNDING

This Agreement shall become and remain effective only on the condition that an official Work Order is issued by IITK following the conclusion of this Tender exercise, and that CSR funding for the engagement continues to be available from the CSR funding partner. This entire engagement is contingent upon, and funded solely through, CSR funds released by the CSR funding partner. Should the CSR funding partner discontinue, suspend, or withdraw this CSR funding at any point during the engagement period, for any reason, this Tender/Agreement/Work Order shall stand automatically cancelled/terminated with immediate effect, without any further notice being required, and without any liability accruing to IIT Kanpur on this account. IITK shall, without unreasonable delay, inform the Bidder of such discontinuation of funding. Any continuation of the Bidder’s performance under this Agreement

after such automatic cancellation shall be at the Bidder's own risk and expense, and IITK shall not be liable to make any payment for Services rendered thereafter. The Bidder shall only be entitled to payment for Services satisfactorily rendered and duly certified up to the date of such cancellation.

4. COMMENCEMENT AND PERFORMANCE OF SERVICES

The Bidder shall commence and perform the Services at the Place(s) of Performance. A duly authorised representative(s) of IITK shall oversee commencement of Services. The time of commencement, as specified in the Agreement/Work Order, shall be strictly adhered to, and time shall be of the essence.

5. QUALITY OF SERVICES

3. The Bidder shall deliver Services that are: (a) of the quality, standard, and description required by the Agreement/Work Order; and (b) free from any right or claim of a third party, including rights based on intellectual property.
4. The Bidder shall undertake, certify, and guarantee that Services delivered at each Kendra shall be of consistent quality and characteristics across all locations and throughout the engagement period.

6. MONITORING AND ACCEPTANCE

5. The duly authorised representative(s) of IITK shall have the right, at any time, to monitor the Services at the Kendra locations, review progress reports and attendance records, or verify performance through the dashboard-based web portal referred to in this Tender. The Bidder shall provide all facilities for such monitoring.
6. Should any part of the Services fail to conform to the requirements of the Agreement, IITK may require the Bidder to rectify the non-conformity at no additional cost to IITK.

7. TRAVEL AND LOGISTICS

Travel and logistics arrangements for SATHEE Mitras, SATHEE Vishisht Mitras, and SATHEE Samanya Mitras between Kendra locations and for training/orientation purposes shall be coordinated by the Bidder and the related costs shall be included within the quoted price.

8. OBSERVANCE OF LAW AND STATUTORY LICENSES

The Bidder shall comply with all laws, rules, and regulations applicable to the performance of its obligations under this Agreement, including labour laws, EPF and ESI registration, as applicable. Where any license or governmental authorisation is required for performance of the Services, it shall be the Bidder's obligation to obtain it. In the event of the Bidder's failure to obtain such license or authorisation within a reasonable time, IITK may immediately terminate the Agreement. Where the award or execution of the Agreement is vitiated by substantial errors, irregularities, or fraud attributable to the Bidder, IITK may suspend execution, refuse to make payments, or recover monies already paid, in proportion to the seriousness of the errors, irregularities, or fraud.

9. PRICE

The price of the Services shall be as stated in the Work Order and may not be increased, except through a duly signed written amendment.

10. PAYMENT

1. Unless otherwise stipulated in the Work Order, IITK shall make payment within thirty (30) Days of the later of: (a) satisfactory submission and endorsement of the relevant milestone/progress report by the SATHEE Project Team; and (b) receipt of the original invoice issued by the Bidder.
2. All invoices shall be in original and shall contain the IITK Work Order number, description of Services rendered, the relevant milestone, and the amount payable. A separate invoice shall be submitted for each milestone under the Agreement/Work Order, unless otherwise authorised by IITK.

3. Payments shall be made in Indian Rupees, paid directly into the Bidder's nominated bank account.
4. IITK shall not pay any charge for late payments.

11. TAX EXEMPTION

The Bidder's price shall reflect any tax exemption to which IITK is entitled. If it is subsequently determined that any taxes included in the price are not required to be paid, or if, having been paid, such taxes are subject to refunding, IITK shall deduct the amount from the Agreement price. In the event any taxing authority refuses to recognise IITK's exemption from taxes, the Bidder shall immediately consult with IITK to determine a mutually acceptable procedure for settling the applicable amount.

12. WARRANTY / QUALITY ASSURANCE

The Bidder warrants that the Services rendered under the Agreement conform to the scope, description, and standards specified in the Agreement, and are executed with due professional care, skill, and competence, free from defects in planning, staffing, or execution.

13. RECORD-KEEPING

The Bidder shall maintain proper and complete records of all activities undertaken, expenditure incurred, attendance at each Kendra, and progress made, and shall provide IITK with access to such records for the purposes of audit, verification, or review at any time during and after the engagement period.

14. DEFAULT AND DAMAGES

5. If, due to reasons attributable to the Bidder, it fails or refuses to: (a) render any or all of the Services under the Work Order; (b) comply with any or all of the terms and conditions set out in the Work Order; or (c) commence or complete any or all of the Services on or before the Commencement Date/agreed milestones; IITK may hold the Bidder in default under the Work Order.
6. When the Bidder is thus in default, IITK may, by written notice, immediately terminate the Work Order in whole or in such part(s) thereof in respect of which the Bidder is in default.
7. Alternatively, IITK may, at its own discretion, set a reasonable period of time for the Bidder to remedy its default, with any revised date specified in a written amendment to the Work Order.
8. IITK may, at its discretion, impose penalties on the Bidder calculated in accordance with Clause 15 below, for each week of delay past the Commencement Date/agreed milestone initially specified in the Work Order.
9. If the Bidder does not remedy its default within the period accorded, IITK may, by written notice, terminate the Work Order with immediate effect.
10. Upon such termination, IITK may engage another Bidder to deliver the Services and recover any difference in price and any additional costs from the defaulting Bidder.
11. The Bidder shall indemnify IITK for all losses, charges, costs, and expenses which IITK may suffer or incur as a result of the Bidder's default, including those resulting from engaging another Bidder pursuant to this Clause.

15. PENALTIES

If, in accordance with Clause 14, IITK imposes penalties on the Bidder, such penalties shall amount to one percent (1%) of the total engagement value for each week of delay following the Commencement Date/agreed milestone specified in the Work Order, but shall not exceed ten percent (10%) of the total engagement value. Such penalties may be deducted by IITK from any sum(s) due, or to become due, to the Bidder.

16. DELAY NOT ATTRIBUTABLE TO THE BIDDER

If the Bidder is delayed in the performance of the Services by any act or omission of IITK or its officials, by changes ordered in the Scope of Work or Place(s) of Performance, or by any cause beyond the Bidder's reasonable control

which IITK determines may reasonably justify the delay, the relevant date(s) shall be extended for such reasonable period as IITK and the Bidder mutually determine, specified in a written amendment to the Agreement/Work Order.

17. FORCE MAJEURE

As soon as possible after the occurrence of any event constituting Force Majeure, but no later than three (3) Days, the Bidder shall give notice and full particulars in writing to IITK. If the Bidder is thereby rendered unable, wholly or in part, to meet its obligations, IITK may terminate the Agreement/Work Order with immediate effect by written notice.

18. INDEMNITY

12. The Bidder shall indemnify, hold harmless, and defend, at its own expense, IITK and all of its officials, agents, servants, and employees from and against all suits, claims, demands, and liability of any nature or kind, including costs and expenses, arising out of acts or omissions of the Bidder or its employees, agents, or sub-contractors in the performance of the Agreement.
13. This Clause shall include, without limitation, claims and liabilities arising out of injury to students, staff, or third parties at Kendra locations attributable to the Bidder's acts or omissions.

19. ASSIGNMENT

14. The Bidder shall not assign, transfer, pledge, or otherwise dispose of the Work Order, or any part thereof, or any of its rights, claims, or obligations thereunder, except with the express written consent of IITK. Any assignment made without such consent shall be void.
15. The Bidder shall not sub-contract any of its obligations under the Agreement/Work Order without the express written consent of IITK, and shall furnish particulars of any proposed sub-contract as IITK may require.
16. IITK's approval of any sub-contracting shall not relieve the Bidder of any liability or obligation under the Agreement. In any sub-contract, the Bidder agrees to bind the sub-contractor by the same terms and conditions by which it is bound.

20. INSOLVENCY AND BANKRUPTCY

17. Should the Bidder become insolvent, or should control of the Bidder change by virtue of insolvency, IITK may, with immediate effect and without prejudice to any other right or remedy, suspend performance or terminate the Work Order with immediate effect, by written notice.
18. Should the Bidder be adjudged bankrupt, make a general assignment for the benefit of creditors, or have a receiver appointed on account of insolvency, IITK may, without prejudice to any other right or remedy, terminate the Work Order with immediate effect, by written notice.

21. TERMINATION

IITK shall have the right to terminate the Work Order, or any of its provisions, at any time by serving three (3) days' notice to the Bidder.

22. WAIVER

A waiver of any breach of or default under the Agreement/Work Order shall not constitute a waiver of any other breach or default, and shall not affect the other terms of the Agreement/Work Order. The rights and remedies provided are cumulative and not exclusive of any other rights or remedies.

23. PUBLICITY

The Bidder shall not advertise or otherwise publicise its engagement with IITK, nor use the name, emblem, logo, official seal, or any abbreviation of IITK, without the express prior written consent of IITK. Acknowledgement of the

partnership for community outreach or awareness purposes at the Kendra locations may be permitted subject to such written consent.

24. DISCRETION AND CONFIDENTIALITY

The Bidder is required to exercise the utmost discretion in all matters relating to the Agreement/Work Order. Unless required for performance of the Services or expressly authorised in writing by IITK, the Bidder shall not disclose to any third party any information which has not been made public and which is known to it by reason of its association with IITK, and shall not use such information for private advantage. This obligation extends, in particular, to the personal data and academic records of students enrolled at the SATHEE Kendras, which shall be safeguarded and used solely for the purposes of this engagement. These obligations do not lapse upon completion, expiration, cancellation, or termination of the Agreement/Work Order.

25. NOTICES

Any notice given in connection with the Agreement shall be given in English, in writing, and shall be deemed validly given if sent by registered mail, fax, or e-mail to the other Party at the contact details set out in the 'IITK' and 'BIDDER' named fields of the Work Order.

26. STAFF MEMBERS NOT TO BENEFIT

The Bidder shall not grant to any official of IITK any direct or indirect benefit or preferential treatment on the basis of the Work Order or the award thereof. Any breach of this provision shall constitute a fundamental breach of the Work Order.

27. GOVERNING LAW

The Agreement shall be governed by and construed in accordance with the substantive laws of the Republic of India.

28. SETTLEMENT OF DISPUTES

19. The Parties shall use their best efforts to negotiate and amicably settle any disputes, controversies, or claims arising out of, or in connection with, the Agreement/Work Order or its interpretation.
20. If the Parties fail to settle the dispute amicably within thirty (30) Days of the commencement of negotiations, the dispute shall be settled through arbitration. One (1) sole arbitrator shall be appointed by the Director of IITK, who shall have full powers to make final and binding decisions subject to the prevailing laws of India. The place of arbitration shall be Kanpur, and the language used shall be English.

29. PRIVILEGES AND IMMUNITIES

No provision of the Agreement/Work Order shall be deemed or interpreted as a waiver of the privileges and immunities enjoyed by IITK.

30. AMENDMENTS

No modification, amendment, or change to the Agreement/Work Order, or waiver of any of its provisions, or any additional contractual relationship with the Bidder, shall be valid unless approved in the form of a written amendment signed by a fully authorised representative of each Party.

31. VALIDITY

The invalidity, in whole or in part, of any condition or clause of the Agreement/Work Order shall not affect the validity of the remainder of such condition or clause.

32. ENTIRE AGREEMENT

The Agreement/Work Order constitutes the entire agreement and understanding of the Parties and supersedes any previous agreement, whether oral or in writing, between the Parties relating to its subject matter.

33. GOVERNING LANGUAGE

The Agreement/Work Order shall be executed in the English language, which shall be the binding and controlling language for all matters relating to its meaning and interpretation.

General Instructions to Bidders:

1. All interested Bidders are requested to go through the scope of work above and seek clarification (if any) till _____ (up to 5:30 PM) before submission, in order to properly understand the requirement. Queries may be sent only by e-mail to the contact given below, and responses will be uploaded on the IIT Kanpur website and shall form part of this Tender document.
2. This Tender document and any reference material may be obtained from the IIT Kanpur website (<https://www.iitk.ac.in/>).
3. Any incomplete response received shall not be considered and will be summarily rejected in the first instance. All entries should be legible and filled clearly; corrections, if any, must be initialized by the authorized signatory.
4. Period of Validity: The proposal and quotation shall remain valid for 90 days from the date of opening of the Tender.
5. The competent authority of IIT Kanpur is not bound to accept any response where discrepancies are found, and reserves the right to accept or reject any response; its decision shall be final and binding.
6. Resolution of Disputes: Any dispute arising out of, or in connection with, the resultant agreement shall first be settled amicably through negotiation within thirty (30) days. Failing this, the dispute shall be referred to a sole arbitrator appointed by the Director, IIT Kanpur, under the prevailing laws of India. The place of arbitration shall be Kanpur, and the language shall be English.
7. RTI Applicability: Information submitted in response to this Tender may be subject to disclosure under the Right to Information Act, as applicable.
8. Disclaimer: This Tender does not, by itself, constitute a commitment or offer of engagement by IIT Kanpur beyond what is expressly stated herein. IIT Kanpur shall not be liable for any cost incurred by any Bidder in preparing and submitting its response.

Query Contact:

Name: _____ Email: _____ Tel: _____

Authorized Signatory (signature in full): _____

Name and Title of Signatory: _____

Bidder Seal/Stamp:

Annexures

Indian Institute of Technology, Kanpur

SATHEE (Self-Assessment, Test, and Help for Entrance Exams)**Tender Ref. No. IITK / SATHEE / TENDER / 2025-26 / ____****Annexure 1: Partner Eligibility Checklist**

Checklist of Supporting Documents (Please Mention Page Numbers)

Sr. No.	Requirement	Supporting Document	Attached (Y/N)	Page No.
1	The Bidder should have been in an educational or manufacturing business for a minimum period of 4 years.	Certificate of Incorporation		
2	The Bidder should possess a valid Goods and Services Tax (GST) certificate.	Copy of GST Certificate		
3	The Bidder should hold a valid Micro, Small and Medium Enterprises (MSME) certificate.	Copy of MSME Certificate		
4	The Bidder should have a valid Permanent Account Number (PAN).	Copy of PAN Card		
5	The Bidder should have an average annual turnover of ₹ 2.15 Cr or higher in the last 3 financial years.	Balance Sheet / CA Certificate		
6	The Bidder should give warranty of the equipment for at least 1 year from the date of dispatch.	To be given in writing, on the Bidder's letterhead		
7	The Bidder should have at least one work order from any of the North-Eastern states, in direct collaboration with the Education Department / Samagra Shiksha, in the last 3 years.	Order copies to be enclosed		
8	The Bidder should have at least one work order from any Institute of National Importance in the last 3 years.	Order copies to be enclosed		
9	Any Trademark/Registration in the name of the Bidder.	Certificate of the same to be provided		
10	Earnest Money Deposit (EMD): The Bidder must furnish ₹ 81,000 as EMD, in the form of a Demand Draft / FDR / Bank Guarantee, submitted at the address given below. Bids without EMD will be summarily rejected.	Copy of the same to be attached		
11	The Bidder should have an OEM/MAF Certificate for the software used for assessment, mentoring, and monitoring of the project.	OEM/Manufacturer's Authorization Letter		
12	The Bidder should have successfully executed similar projects involving the establishment, implementation, and operationalization of	Order copies to be enclosed		

Sr. No.	Requirement	Supporting Document	Attached (Y/N)	Page No.
	centres/labs/facilities of a comparable nature for any Institute of National Importance (INI), Central Government Institution, or Government-funded educational/research institution.			
13	The Bidder should have experience in developing and maintaining a centralized web-based monitoring portal through which data and activities of multiple centres established by the Bidder under a similar project are captured, updated, monitored, and presented through dashboards/reports.	Live URL + screenshots/demo credentials, if applicable		
14	Non-blacklisting declaration	Annexure 4 (on Bidder's letterhead)		
15	Bidder's Details	Annexure 2 (on Bidder's letterhead)		
16	Declaration	Annexure 3 (on Bidder's letterhead)		
17	Financial Capability	Annexure 5 (on Bidder's letterhead)		
18	Signed copy of the Tender document as token of acceptance of terms	On the letterhead of the Bidder		
19	Sealed Financial Quotation (within ₹ 40,50,000)	Annexure 6, in a separate sealed cover		

Bidders are requested to submit self-attested photocopies of the above documents along with their proposal; incomplete submissions may not be considered further.

Authorized Signatory (Signature in full): _____

Name and Title of Signatory: _____

Bidder Seal/Stamp: _____

Annexure 2: Bidder's Details

(On the letterhead of the Bidder)

1	Name of the Bidder	
2	Nature of Entity (Society/Trust/Sec. 8 Co./AOP)	
3	Name and Designation of Authorized Signatory	
4	Office / Communication Address	
5	Phone No. / Mobile No.	
6	E-Mail ID	
7	GST Registration Number	
8	PAN Number	
9	Bank Account No.	
10	Name of the Bank	
11	IFSC Code	
12	Name of Branch	
13	Contact Person – Name / Designation	
14	Contact Person – Mobile No. / Email	

Authorized Signatory (Signature in full): _____

Name and Title of Signatory: _____

Bidder Seal/Stamp:

Annexure 3: Declaration

(On the letterhead of the Bidder)

I, _____, Son/Daughter/Wife of _____, Resident of _____, Proprietor / Director / Authorized Signatory of the Bidder mentioned above, am competent to sign this declaration and this Tender document.

I/We hereby certify that I/We have read the entire terms and conditions of this Tender document from Page No. _____ to _____ (including all annexures), and I/We shall abide by the terms and conditions contained therein.

The information/documents furnished along with this application are true and authentic to the best of my knowledge and belief. I/We are aware that furnishing false information or a fabricated document would lead to rejection of my/our application at any stage, besides liabilities under applicable law.

Any corrigenda issued from time to time by IIT Kanpur have also been taken into consideration while submitting this declaration.

I/We hereby unconditionally accept the terms and conditions of this Tender document in their entirety. Should any provision of this Tender be found to be violated, IIT Kanpur shall, without prejudice to any other right or remedy, be at liberty to reject this application, including forfeiture of any deposit made.

Authorized Signatory (Signature in full): _____

Name and Title of Signatory: _____

Bidder Seal/Stamp:

Annexure 4: Declaration Regarding Blacklisting / Non-Blacklisting

(On the letterhead of the Bidder)

I/We, Proprietor / Partner(s) / Director(s) of M/s _____, hereby declare that the Bidder namely M/s _____ has not been blacklisted or debarred in the past by any organization from taking part in Government/CSR-funded selection processes.

OR

I/We, Proprietor / Partner(s) / Director(s) of M/s _____, hereby declare that the Bidder namely M/s _____ was blacklisted or debarred by _____ from taking part in such selection processes for a period of _____ years w.e.f. _____. The period is over on _____, and the Bidder is now entitled to participate in such processes.

In case the above information is found false, I/We are fully aware that the application/engagement will be rejected/cancelled by SATHEE, Indian Institute of Technology, Kanpur, and any deposit/performance guarantee shall be forfeited. In addition, IIT Kanpur will not be responsible to pay for any completed/partially completed work.

Signature: _____

Name: _____

Capacity in which signed: _____

Name & address of the Bidder: _____

Dated: _____ Signature with seal.

In case of a proprietorship, the certificate will be given by the proprietor; in case of a partnership, by all partners; and in case of a trust/Section 8 company, by all trustees/directors or the company secretary on behalf of all directors. The Bidder's seal should be affixed.

Annexure 5
FINANCIAL INFORMATION
(On the letterhead of the Chartered Accountant)

Tender No: _____ dated: _____

Name of Engagement: _____

Bidder's Name: _____

Address and Contact No: _____

PAN No.: _____ GST No: _____

Details to be furnished, duly supported by figures in the Balance Sheet/Income & Expenditure Account for the last three preceding financial years, duly certified by the Chartered Accountant, as submitted by the Bidder to the Income Tax Department (copies to be attached).

Sl. No.	Details	FY 2022–23	FY 2023–24	FY 2024–25
1	Gross Annual Turnover			
2	Profit (+) / Loss (–)			

- Income Tax Returns for the above financial years.
- Audited Accounts of the Bidder for the last three years.

This is to certify that, to the best of my knowledge and belief, the aforesaid facts and figures are correct and in conformity with the books of accounts of the establishment.

Dated: _____ Signature of Chartered Accountant, with seal and membership number.

Annexure 6: Financial Quotation Format

(To be submitted in a separate sealed cover, superscribed "Financial Quotation – SATHEE Kendra Bidder", on the letterhead of the Bidder)

Tender Ref. No. IITK / SATHEE / TENDER / 2025-26 / ____

Sl. No.	Particulars	Amount (₹)
1	Total quoted price for the complete scope of work described in this Tender (establishment and operation of 3 SATHEE Kendras for the full engagement period), inclusive of all costs — manpower, infrastructure, travel, contingency and applicable taxes	
	Total Quoted Price (in figures)	
	Total Quoted Price (in words)	

I/We confirm that the above quoted price is inclusive of all costs required to execute the complete scope of work for the full engagement period.

Country of Origin and Local Content Declaration

Country of Origin of goods/services offered: _____

Percentage of Local Content: _____ %

Category (Class-I local supplier $\geq$ 50% / Class-II local supplier 20–50% / Non-local supplier $<$ 20%):

I/We confirm that the EMD of ₹ 81,000, in the form of a Demand Draft / FDR / Bank Guarantee in favour of the Registrar, IIT Kanpur, has been enclosed along with the Technical Proposal.

Authorized Signatory (Signature in full): _____

Name and Title of Signatory: _____

Bidder Seal/Stamp:

Annexure 7
TENDER ACCEPTANCE LETTER

(To be given on the Bidder's Letterhead)

Date: _____

To,

The Officer-in-charge

R&D Office

IIT Kanpur – 208016

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender/Engagement: Selection of an Bidder for Establishment and Operation of SATHEE Kendras under CSR Funding

Dear Sir,

1. I/We have downloaded/obtained the Tender document(s) for the above-mentioned engagement from the website(s) namely: _____, as per the notice given on the above-mentioned website(s).
2. I/We hereby certify that I/We have read the entire terms and conditions of the Tender documents from Page No. _____ to _____ (including all documents like annexures, appendices, etc.), which form part of the agreement, and I/We shall abide hereby by the terms/conditions/clauses contained therein.
3. The corrigenda issued from time to time by IIT Kanpur have also been taken into consideration while submitting this acceptance letter.
4. I/We hereby unconditionally accept the Tender conditions of the above-mentioned Tender document(s)/corrigenda in their totality/entirety.
5. I/We do hereby declare that the Bidder has not been blacklisted/debarred/terminated/banned by any Government Department/Public Sector Undertaking.
6. I/We certify that all information furnished by the Bidder is true and correct, and in the event that the information is found to be incorrect/untrue or found violated, IIT Kanpur shall, without giving any notice or reason therefor, summarily reject the application or terminate the agreement, without prejudice to any other rights or remedy, including forfeiture of the full Earnest Money Deposit.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Annexure 8
CERTIFICATE FOR TENDER

(To be given on the Bidder's Letterhead)

Date: _____

To,

The Officer-in-charge

R&D Office

IIT Kanpur – 208016

Sub: Certificate of compliance as per Rule 144(xi) GFR's 2017

Tender Reference No: _____

Name of Tender/Engagement: Selection of an Bidder for Establishment and Operation of SATHEE Kendras under CSR Funding

1. "I have read the clause regarding restrictions on selection of a Bidder from a country which shares a land border with India; I certify that this Bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this Bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"
2. "I have read the clause regarding restrictions on selection of a Bidder from a country which shares a land border with India and on sub-contracting to contractors from such countries; I certify that this Bidder is not from such a country or, if from such a country, has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I hereby certify that this Bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Annexure 9**DECLARATION FOR LOCAL CONTENT**

(To be given on the Bidder's Letterhead – for engagement value below ₹ 10 Crore)

(To be given by the Statutory Auditor / Cost Auditor / Cost Accountant / CA – for engagement value above ₹ 10 Crore)

Date: _____

To,

The Officer-in-charge

R&D Office

IIT Kanpur – 208016

Sub: Declaration of Local Content

Tender Reference No: _____

Name of Tender/Engagement: Selection of an Bidder for Establishment and Operation of SATHEE Kendras under CSR Funding

1. Country of Origin of goods/services being offered: _____
2. We hereby declare that the goods/services offered have _____ % local content.
3. Complete address of location(s) at which the local value addition is made: _____

"Local Content" means the amount of value added in India, being the total value of the item/service being offered minus the value of the imported content in the item/service (including all customs duties), as a proportion of the total value, in percent.

"False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a Bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules, along with such other actions as may be permissible under law."

Yours Faithfully,

(Signature of the Bidder, with Official Seal)