



**STARTUP
INCUBATION AND
INNOVATION
CENTRE
IIT KANPUR**

NOTICE INVITING QUOTATION

Interior & Furnishing Work – NTA Building, FIRST, Noida 62

TENDER REFERENCE NO.

Interior & Furnishing Work/NTA Building/Noida/IIT/FIRST/DP/001/13-10-2026

To,

Subject: Invitation for Quotations of Interior & Furnishing Work for our NTA Building at FIRST, Noida 62.

FIRST, IIT Kanpur, invites sealed quotations/bids from eligible and experienced contractors for the supply, installation, testing and commissioning of interior works at its Noida office. The work shall be carried out in accordance with this tender document, approved samples, site measurements, the attached reference layouts and the instructions of the authorised representative of FIRST.

The sealed quotation should reach the undersigned on or before **26-Oct-2026** by **5:00 PM IST** through registered/speed post/courier or by hand.

The envelope must be inscribed with: **"Quotation for the Tender: Ref No: Interior & Furnishing Work/NTA Building/Noida/IIT/FIRST/DP/001/13-10-2026"**

The quotations would be evaluated separately by the respective committees.

SECTION 1: TECHNICAL SPECIFICATIONS & 2D LAYOUT REFERENCE

S. No.	Item Name	Technical Specification & Material Breakdown	2D Layout & Area Reference	UOM	Bidder's Submission
1	Wooden Laminate / Thermal Plank Flooring	Thickness: 8.3 mm. Squareness of elements (Q): Maximum < 0.20 mm. Straightness of surface layer (S): Maximum < 0.30 mm/m, as stated in the source technical parameters; bidder to submit manufacturer test data. Height difference between elements (H): Average < 0.10 mm; maximum < 0.15 mm. Thickness swelling: < 18.0%. Light fastness: Blue Wool Scale > Level 6. Surface soundness: > 1.00 N/mm². Abrasion / impact resistance: AC4, Class 32 / IC 1. Installation: Include necessary accessories, trims, cutting, finishing and installation.	- Reception Area: 28 Ft x 16 Ft - Passage (Left): 54 Ft x 7 Ft + 16 Ft x 6 Ft - Passage (Right): 54 Ft x 7 Ft + 16 Ft x 6 Ft	Sq. Ft	Supporting evidence for technical specifications and sample of material to be attached by bidder
2	Decorative Wall Panelling with Damp-Proofing	Material: P+W decorative wall panel / composite-based decorative panel as per manufacturer. Nominal thickness: 2 mm, 3 mm or 4 mm, excluding adhesive and supporting framework. Bidder shall identify the offered thickness. Panel size: Manufacturer standard size suitable for site requirements. Finish and colour: Matte, glossy, wooden, marble or textured finish; colour/design as per approved sample and interior design. Surface quality: Uniform finish, free from cracks, dents, warping and visible defects. Cutting and joints: Machine-cut to required dimensions with neat edges and uniform joints using matching profiles or approved jointing system. Fixing and framework: Compatible adhesive and/or mechanical fixing as recommended by manufacturer; GI or aluminium framework wherever required. Edge finishing and maintenance: Matching PVC/aluminium edge profiles, trims and corner sections; cleanable with a soft cloth and mild non-abrasive cleaning solution.	- Office Area (Right): 25 Ft x 20 Ft - Executive Room: 15 Ft x 15 Ft - Room 2A: 15 Ft x 9 Ft - Room 2B: 15 Ft x 11 Ft	Sq. Ft	Supporting evidence for technical specifications and sample of material to be attached by bidder

S. No.	Item Name	Technical Specification & Material Breakdown	2D Layout & Area Reference	UOM	Bidder's Submission
3	Sound-Proof Wall Panelling	System proposal: Bidder shall specify the complete wall-panelling build-up, including panel material, thickness, backing/insulation (if any), framework and fixing method. Acoustic performance: Submit available manufacturer data or test report stating the acoustic performance of the offered system. Do not claim a rating unless supported by documentation. Finish and workmanship: Finish/colour subject to FIRST approval; panels shall be aligned, securely fixed and free from visible defects. Joints, edges and corners shall be neatly finished. Complete installation: Include required framework, fasteners, trims, sealants and finishing accessories in the quoted price.	Conference Room: 25 Ft x 16 Ft area layout, featuring centred 12-seater structural table clearance.	Sq. Ft	Supporting evidence for technical specifications and sample of material to be attached by bidder
4	Window Systems & Blind Assemblies	V-fabric strip blind: Polyester / polyester-blend fabric; approx. 180–250 GSM; sheer, translucent, dim-out or blackout as required. Slat / blade width: 89 mm standard; 127 mm option only with prior approval. Headrail and operation: Aluminium alloy track, white or anodised finish; manual cord-and-chain control; approximately 180° slat rotation. Roller blind fabric: 100% polyester or PVC-coated polyester; approx. 180–400 GSM and 0.3–0.5 mm, model-specific; sunscreen, translucent, dim-out or blackout. Roller tube and control: Extruded aluminium alloy tube, 32/38/40 mm depending on size/system; manual chain-operated clutch. Mounting and accessories: Wall/ceiling/window-recess mounting as approved; brackets, chain/cord, weights, bottom bar, end caps, fasteners and other accessories included. Colour and stacking: Client-approved shade and stacking/operation arrangement. <i>The final blind type, fabric opacity, shade, stacking and mounting shall be confirmed by FIRST against approved samples before procurement.</i>	- Office Area (Right): Top wall 170-inch window opening installation. - Passage (Right): Top wall side passage window clearance.	Sq. Ft	Supporting evidence for technical specifications and sample of material to be attached by bidder

S. No.	Item Name	Technical Specification & Material Breakdown	2D Layout & Area Reference	UOM	Bidder's Submission
5	Waterproof Sheet / Membrane, where required behind PVC Panels	Material and thickness: HDPE or suitable waterproofing membrane, 0.5–1.0 mm as per the selected system. Application: Internal wall damp-proofing behind PVC panel. Installation and joints: Prepare wall surface; install membrane before panel fixing; seal overlapping joints by manufacturer-approved method. Corners and penetrations: Waterproof sealing at corners/junctions and compatible sealant at pipes/penetrations. Protection: Provide required gap/support and PVC panel framing as per the approved installation system.	Internal wall damp-proofing behind PVC panel.	Nos / Rft	Supporting evidence for technical specifications and sample of material to be attached by bidder
6	Electrical Works – Lighting, Profile Light and Wiring	Round recessed LED panel/downlight: 6 W–12 W; 230 V AC (model-specific); colour temperature options 3000 K warm white, 4000 K natural white or 6500 K cool white; CRI 80 and IP20 for specified variants. Profile light: Flexion Profile Strip / approved product as per BOQ; rated power 60 W; warm white; typical 3000 K subject to exact variant; suitable for cove lighting, false ceiling, profile lighting and decorative interiors. Electrical wire conductor: Electrolytic-grade annealed copper; single-core flexible wire. Insulation and standard: FRLSH PVC insulation; IS 694; voltage grade up to 1100 V. Wire technical data – below 1.0 mm²: Insulation thickness 0.6 mm catalogue value; approximate overall diameter 2.5 mm; maximum conductor resistance at 20 °C: 19.5 Ω/km. Wire technical data – below 1.5 mm²: Insulation thickness 0.6 mm catalogue value; approximate overall diameter 2.7 mm; maximum conductor resistance at 20 °C: 13.3 Ω/km. Installation and testing: Include wiring, fittings, accessories, safe isolation, connections, testing and commissioning necessary for the approved scope.	Internal conduit routing across all panelling channels, switch boxes and false ceilings.	Rft / Coil/ Sq. Ft	Supporting evidence for technical specifications and sample of material to be attached by bidder



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SECTION 2: PRICE BID FORMAT (BOQ – BILL OF QUANTITIES)

Item No.	Description of Work	Estimated Qty	Unit	Unit Rate (INR)	Total Amount (INR)
1.	Flooring (WL) – wooden laminate plank flooring, including accessories, trims and complete installation.	1500	Sq. Ft	-	-
2.	Blinds (WL) – V-fabric strip / roller blinds, including track/tube, controls, brackets, accessories and installation.	650	Sq. Ft	-	-
3.	Passage panelling (WL) – decorative wall panelling, including required fixing system, trims and finishing.	950	Sq. Ft	-	-
4.	Composite wall (WL) – composite / hard rigid PVC decorative wall panels, including framework where required, trims and installation.	1500	Sq. Ft	-	-
5.	PVC wall (WL) – PVC wall panels, including required fixing system, edge trims and complete installation.	1300	Sq. Ft	-	-
6.	Electrical work (WL) – electrical works associated with the ceiling and wall-panel area, including approved lighting, wiring, fittings, connections, testing and commissioning as applicable to the tender scope.	2750	Sq. Ft	-	-
7.	Sound-proof wall (WL) – sound-proof wall panelling system, including panel build-up, framework/fixing, trims and complete installation.	170	Sq. Ft	-	-
Subtotal Amount (Exclusive of Taxes)					
Applicable GST (%)					
Net Grand Total Amount (Inclusive of all charges)					

*Billing will be based on actual verified quantities

Bidders may visit the proposed work site at the Noida Office to assess the site conditions and scope of work. The site visit may be arranged in coordination with the contact person mentioned below :
Name: Swati Tyagi
Email ID: swati@iitkfirst.com
Contact Number: +91 98711 71688



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SECTION 3: TERMS & CONDITIONS

General

1. Each bidder shall submit only one quotation.
2. FIRST, IIT Kanpur reserves the right to cancel the tender at any stage without assigning any reason.
3. The bidder should be a reputed vendor and must have been in establishment for more than 5 years. A copy of the Certificate of Establishment should be provided with the Technical Bid.
4. The bidder must enclose the documents of up-to-date GST Returns with the Technical Bid.

Technical Criteria

5. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods, or a certificate from a Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period, shall be submitted with the bid.
6. The Turnover Certificate, along with copies of the Income Tax Return Acknowledgement, Balance Sheet and Profit & Loss A/c for the last three financial years duly signed by the Chartered Accountant of the bidder, should be enclosed with the Technical Bid.
7. The bidder must have executed satisfactory work in any of the Academic Institutes of National Importance.
8. Bids submitted through email or any other online medium shall not be accepted. Only bids received through registered/speed post, courier or by hand shall be accepted. **Bids from international vendors shall not be accepted. Only vendors registered and established in India shall be eligible to participate in the tender, subject to fulfilment of all other eligibility criteria specified in the tender document.**
9. If the documents as well as the samples submitted by the bidder are not up to the mark as per the tender requirements, the tender of such bidders will be rejected and the financial bid will not be opened.
10. The bidder must execute and complete all the work/supply within 60 days, otherwise LD @ 0.25% per day shall be levied (subject to a maximum of 5% of the PO).
11. Payment shall be as follows: 25% advance and running billing against invoices raised during the period of the work subject to approval on completed work.
12. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the Purchase Order.
13. The bidder should furnish an affidavit on Non-Judicial Stamp Paper of Rs. 100/- stating that it has not been blacklisted or debarred by any Government / Semi-Government / PSU / Banks / Universities / Educational Institutes etc. during the last three years at the time of submission of the tender bid, for any item or for any reason. If any bidder who has been blacklisted/debarred by any



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Government / Semi-Government / PSU / Banks / Universities / Educational Institutes etc., for any item or for any reason during the last seven years, participates in this tender, appropriate legal action shall be taken against that bidder and the client shall have full rights to blacklist/debar the said company from future tendering processes.

14. Earnest Money Deposit (EMD): Rs. 50,000/- (Fifty thousand only) must be submitted along with the Technical Bid. The EMD document (Demand Draft) should be issued in favour of **"FOUNDATION FOR INNOVATION & RESEARCH IN SCIENCE & TECHNOLOGY"**.
15. MSME exemption from EMD submission as per the established norms.
16. The defect liability period shall be one year from the date of completion of work and the final completion report duly acknowledged by FIRST, IIT Kanpur.
17. The bidder should quote for all items of the tender. Any tender for part items will be rejected outright. An undertaking on the company letterhead confirming the same should be enclosed with the tender.
18. No deviation in the technical specifications for any product shall be accepted. The bid must include every specification, dimension and the details of the manufacturer for each item. The images provided in the tender document are for reference purposes only.
19. Financial bids of technically qualified and approved bidders shall be opened.
20. **Complete layout for reference is attached (Annexure A).**
21. Quotations from bidders that do not meet the technical criteria set in the tender document will not be considered, irrespective of the price or any other criteria.
22. The vendor shall provide a warranty for 1 year.
23. Rates quoted should be inclusive of all taxes, freight and other charges.
24. The contractor shall execute the complete interior works in the Noida office strictly in accordance with the tender document, BOQ, technical specifications, approved drawings, hint images and instructions issued by the authorised FIRST representative.
25. No substitution of materials, alteration of specifications or change in design shall be permitted without prior approval from FIRST.
26. **The hint images are indicative of the intended appearance only. The written technical specifications, BOQ and approved samples shall prevail in case of any inconsistency (Annexure B).**
27. The contractor shall submit samples, catalogues, colour shades and product specifications for approval before procurement and installation.
28. All installations shall be level, aligned, securely fixed and properly finished, without visible gaps, uneven joints, loose fittings, damage or other defects.
29. Delays caused by qualifying events beyond the reasonable control of the parties shall be dealt with under the force-majeure clause, subject to timely notice and supporting evidence.
30. FIRST may terminate the contract in accordance with the stated contractual procedure in cases such as material breach, persistent delay, abandonment of work, fraudulent conduct or failure to rectify serious defects.



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31. Where approved, a specified portion of the certified bill may be retained, up to 5%, until the conditions for its release are satisfied. The rate, release conditions and relationship with performance security must be clearly stated to avoid duplicate or conflicting security requirements.

Prof. Deepu Philip
Director, FIRST

ADDRESS FOR QUOTATION

Prof. Deepu Philip
3rd Floor, Hall 404, DJAC Building
FIRST, Indian Institute of Technology Kanpur
Kalyanpur, UP – 208016, India

ANNEXURE A – REFERENCE LAYOUTS FOR NOIDA OFFICE

The following layouts supplied with the tender inputs are attached for bidders' understanding of the site areas and reference locations. Actual measurements shall be verified at site.

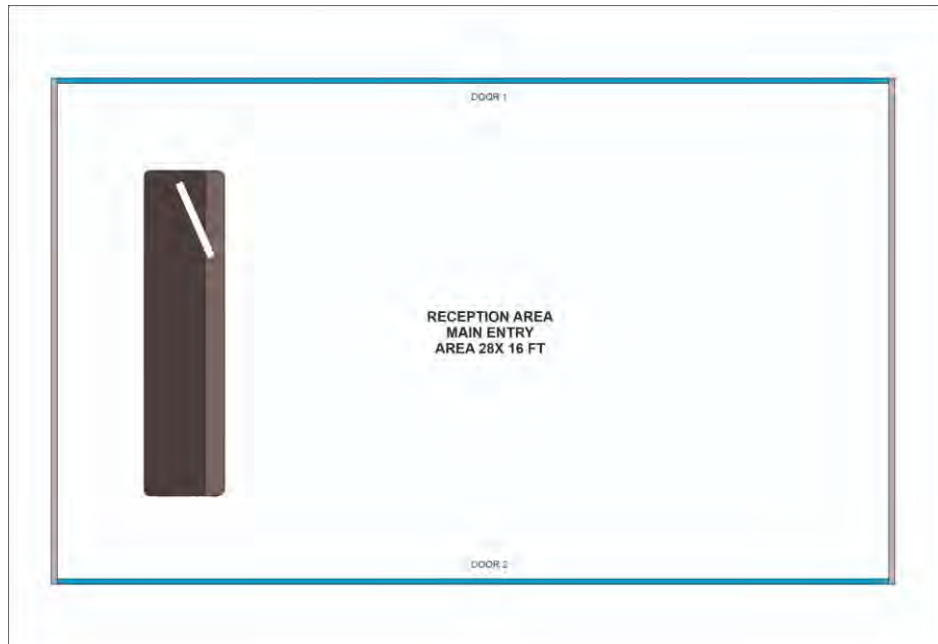
A1. Passage – left side



A2. Passage – right side



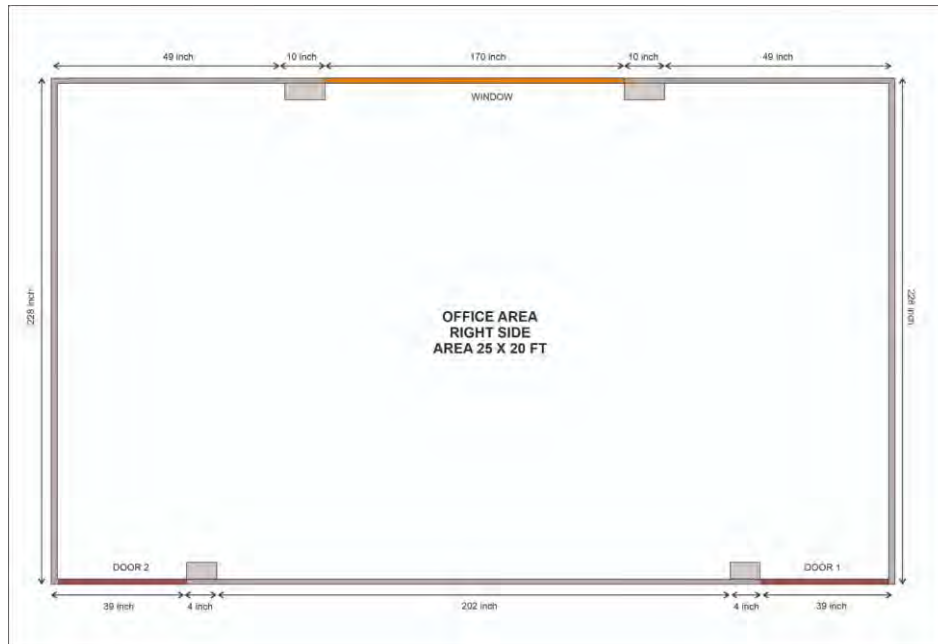
A3. Reception area / main entry



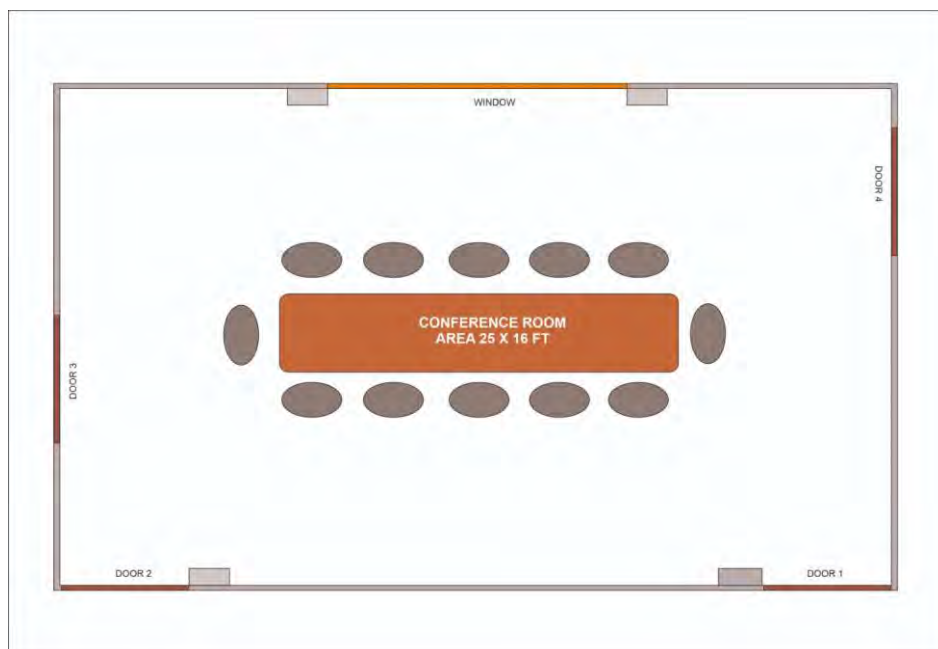
A4. Office area – right side



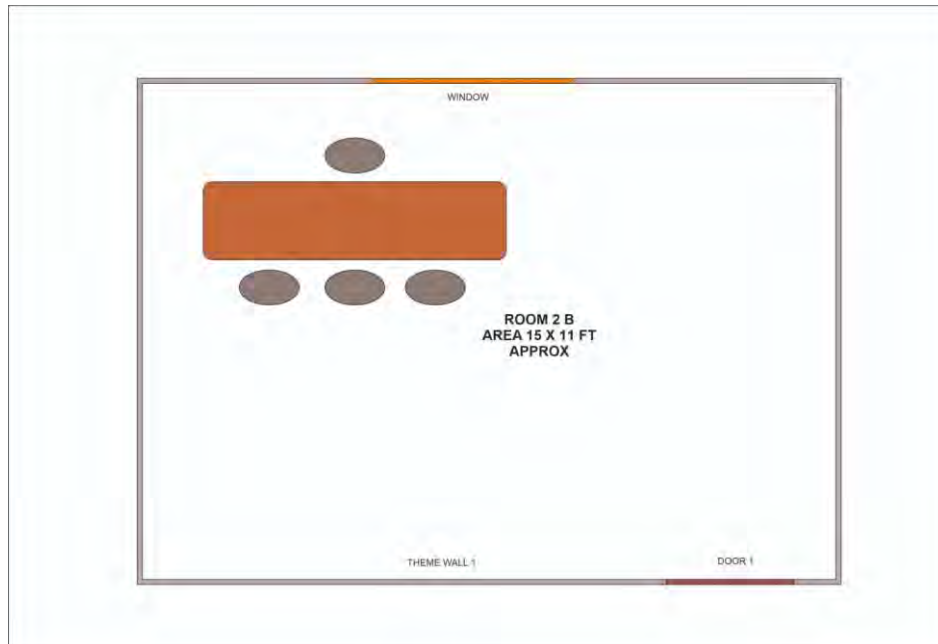
A5. Office area – right side (additional view)



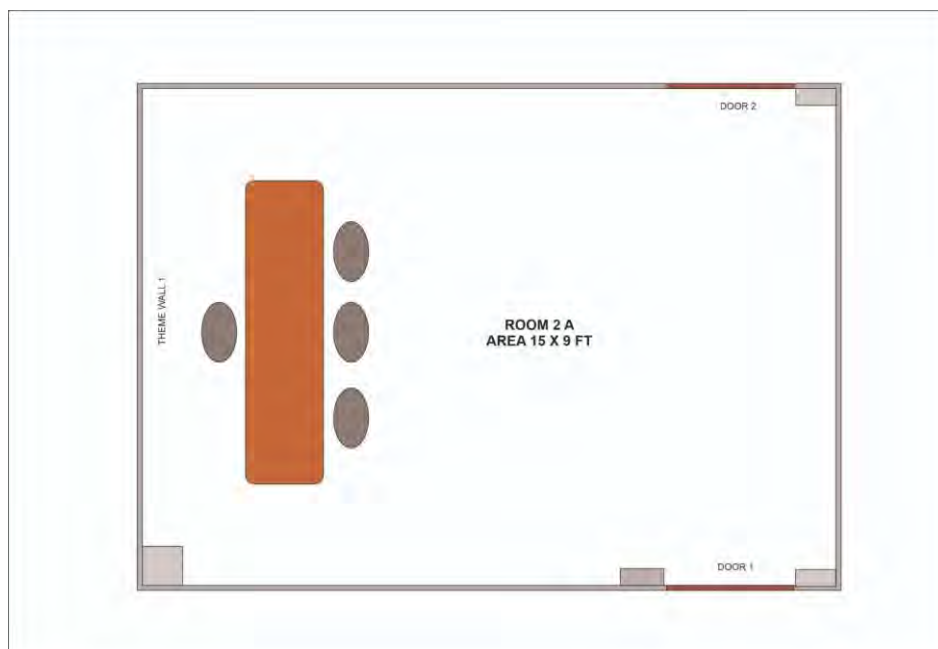
A6. Conference room



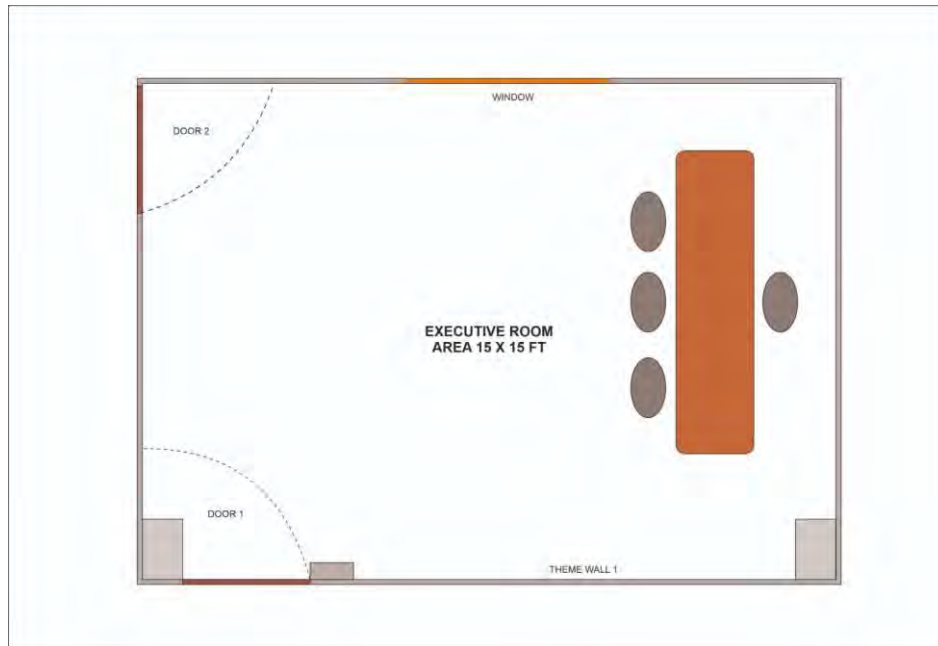
A7. Room 2B



A8. Room 2A



A9. Executive room



ANNEXURE B – INTERIOR DESIGN REFERENCE (HINT IMAGES)

The hint images are indicative of the intended appearance only. The written technical specifications, BOQ and approved samples shall prevail in case of any inconsistency.

B1. Overall interior design reference – reception, executive room, conference room, passage, office rooms and workstations

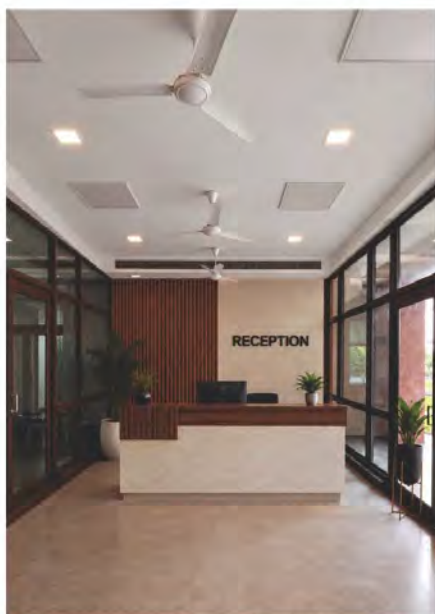
HINT IMAGES



The images shared are for reference and visualization purposes only. They are intended to provide an indicative view of the expected overall appearance after completion of the work. The actual materials and their application shall be as per the finalized specifications, approved materials and site requirements.

B2. Reception and executive room

HINT IMAGES



RECEPTION



EXECUTIVE ROOM

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B3. Conference room and passage

HINT IMAGES



CONFERENCE ROOM



PASSAGE RIGHT/LEFT

The images shared are for reference and visualization purposes only. They are intended to provide an indicative view of the expected overall appearance after completion of the work. The actual materials and their application shall be as per the finalized specifications, approved materials and site requirements.

B4. Office Room 1 and Office Room 2

HINT IMAGES



OFFICE ROOM 1



OFFICE ROOM 2

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B5. Workstation arrangement – right/left

HINT IMAGES



WORK STATION RIGHT / LEFT

The images shared are for reference and visualization purposes only. They are intended to provide an indicative view of the expected overall appearance after completion of the work. The actual materials and their application shall be as per the finalized specifications, approved materials and site requirements.