INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN AND MANUFACTURING (IIITDM) KANCHEEPURAM

(An Institute of National Importance under an Act of Parliament, Ministry of Education, Govt. of India)

Melakottaiyur, Off Vandalur–Kelambakkam Road, Chennai – 600 127, Tamil Nadu |
Mail: purchase@iiitdm.ac.in

NOTICE INVITING TENDER (NIT)

For Supply of Customized Sports Kit items for the 9th All India Inter-IIIT Students' Sports Meet 2026 (Single Bid System - Box Tender)

Tender Reference No.	IIITDM/2026-27/S&P/Sports/B4 dated 14.11.2026
Mode of Tender	Single Bid System (Box Tender - one sealed cover containing eligibility documents and priced BOQ)
Earnest Money Deposit (EMD)	Rs.15,000/- (Rupees Fifteen Thousand only) by Banker's Cheque or Demand Draft drawn in favour of "REGISTRAR, IIITDM KANCHEEPURAM ", payable at Chennai
Date of Publication	14.11.2026
Last Date & Time for Submission	30.11.2026 up to 3:00 PM
Date & Time of Tender Opening	30.11.2026 at 4:00 PM
Place of Submission	Tender Box, Ground Floor, Administration Building, IIITDM Kancheepuram, Melakottaiyur, Vandalur–Kelambakkam Road, Chennai – 600 127
Validity of Tender	90 days from the date of opening of tender
IMPORTANT: All communications shall be addressed only to The Registrar, IIITDM Kancheepuram, and not to any individual officer by name. E-mails, if any, shall be sent only to the official e-mail ID: purchase@iiitdm.ac.in.	

The Registrar, IIITDM Kancheepuram, on behalf of the Institute, invites sealed tenders under the Single Bid System (Box Tender) for supply of customized sports kit items for students participating in the 9th All India Inter-IIIT Students' Sports Meet 2026, as detailed in Annexure-II. The procurement shall be governed by the General Financial Rules (GFR), 2017, the Manual for Procurement of Goods, 2022, and other applicable Government of India instructions, as amended from time to time.

1. **Eligibility Criteria for Bidders**
   - The bidder shall be a manufacturer, authorised dealer/distributor, or established supplier of sports kit.
   - The bidder shall possess a valid PAN and GST registration, as applicable.

- Where the bidder is an authorised dealer/distributor, a valid manufacturer/brand authorisation shall be submitted, wherever applicable.

2. Scope of Supply

The successful bidder shall design/customize, manufacture or supply, pack and deliver the required sports kit items in accordance with the approved design, colour combination, sizes, participant names/numbers, Institute logo placement and the specifications in Annexure-II. All customization shall be included in the quoted rates.

3. **Earnest Money Deposit (EMD):** Bidders shall deposit an EMD of Rs. 15,000/- (Rupees Fifteen Thousand only) by Banker's Cheque or Demand Draft drawn in favour of "REGISTRAR, IIITDM KANCHEEPURAM ", payable at Chennai. The instrument, or proof of payment, shall be enclosed with the bid. Bids not accompanied by the EMD will be rejected.
    - EMD of unsuccessful bidders will be refunded, without interest, within 30 days from the date of issue of the work order.
    - Bidders shall enclose a cancelled cheque / bank details for refund of the EMD.
    - EMD shall be forfeited if a bidder withdraws or modifies its offer during the bid validity period.

4. Instructions to Bidders

4.1 Submission of Bid - Single Bid System (Box Tender)

- Submit ONE sealed cover containing all eligibility/supporting documents listed in Annexure-I, and the duly filled and signed Financial Bid/BOQ in Annexure-II.
- The sealed cover shall clearly mention the tender reference number, tender title, bidder's name/address, and the last date of submission.
- Bids received after the due date and time shall not be considered.
- The sealed bids shall be opened at the date, time and place stated in the NIT, in the presence of bidders/authorised representatives who choose to attend.
- Conditional, incomplete, unsigned, or materially non-responsive bids are liable to rejection.

5. Sample / Design Approval

- Before bulk production, the successful bidder shall provide samples and final artwork/digital mock-ups for approval by the Institute/Indenter.
- Bulk production undertaken without written/recorded approval shall be at the supplier's own risk.
- Reasonable corrections in logo placement, colour, participant name/number, size or artwork shall be carried out before final approval without additional design charges.

6. Sizes and Customization

The supplier shall ensure correct size tagging and item-wise packing. Any wrong size, name, number, colour, logo or printing attributable to the supplier shall be corrected/replaced at no additional cost.

7. Delivery Period and Place

The entire ordered quantity shall be delivered within 10 calendar days from the date of approval of the design. Time is of the essence. Delivery shall be made at IIITDM Kancheepuram, Melakottaiyur, Off Vandalur–Kelambakkam Road, Chennai – 600 127, Tamil Nadu, at the supplier's cost and risk.

8. Inspection and Acceptance

Supplied items shall be inspected for quantity, size, fabric/material, stitching/finish, colour, customization, logo/name/number accuracy and conformity with the approved sample/design. Rejected or defective items shall be replaced by the supplier within the time specified by the Institute, without additional cost.

9. Payment Terms

100% payment shall be released after receipt, inspection and acceptance of the complete supply in good condition and submission of a proper tax invoice and other required documents. Payment shall be subject to statutory deductions, including TDS, as applicable. No advance payment shall be made.

10. Quantity Variation

The quantities indicated in Annexure-II are tentative. The Institute reserves the right to increase or decrease the quantity of any item by up to 25% at the accepted unit rate and on the same terms and conditions, subject to applicable procurement rules.

11. Delay / Liquidated Damages

For delay in delivery attributable to the supplier, Liquidated Damages may be recovered at 1% of the value of the delayed/undelivered portion for each week or part thereof of delay, subject to a maximum of 10% of the value of the delayed/undelivered portion, unless otherwise specified in the Purchase Order. The Institute may, after due notice and subject to applicable rules, cancel the order wholly or partly and procure the balance requirement at the risk and cost of the defaulting supplier.

12. Evaluation and Award

- Only bids meeting the eligibility requirements and the tender specifications shall be considered for financial comparison.

- The combined GRAND TOTAL LANDED COST of all two items shall be the basis for determining the L-1 bidder.
- The bidder shall quote for all items. Partial quotation may be treated as non-responsive unless specifically permitted by the Institute.
- Arithmetical errors, if any, shall be dealt with in accordance with the applicable procurement rules and the accepted unit rates/amounts.

13. General Terms and Conditions

- Rates shall be F.O.R. destination, IIITDM Kancheepuram, and shall include customization, design, printing/sublimation/embroidery, packing, forwarding, freight, insurance, loading/unloading and all incidental charges. GST shall be indicated separately in the BOQ.
- Quoted rates shall remain firm and fixed during the contract period and shall not be subject to escalation.
- The supplier shall comply with all applicable tax, labour, statutory and safety requirements.
- Bidders shall submit a declaration regarding conflict of interest and compliance with the Code of Integrity for Public Procurement.
- Canvassing in any form, directly or indirectly, may lead to rejection/disqualification.
- The Competent Authority, IIITDM Kancheepuram, reserves the right to accept or reject any or all tenders, wholly or partly, in accordance with applicable procurement rules.
- Any dispute shall first be attempted to be resolved amicably. Failing such resolution, the matter shall be dealt with in accordance with applicable law/contract conditions.

Sd/-

Registrar

IIITDM Kancheepuram

Annexure-I: Eligibility / Bid Documents

(To be printed on the letterhead of the bidder)

Sl. No.	Particulars	Details / Document enclosed
1.	Name of Firm / Company	
2.	Status of bidder (Manufacturer / Authorised Dealer / Distributor / Supplier)	
3.	Registered and communication address, email ID and mobile number	
4.	EMD instrument / payment details	
5.	Bank details / cancelled cheque for refund of EMD	
6.	Copy of GST Registration Certificate, as applicable	
7.	Copy of PAN	
8.	Manufacturer/brand authorisation certificate, where applicable	
9.	Declaration of conflict of interest / Code of Integrity compliance	
10.	Any other information/document required by the tender	

Note: All documents shall be self-attested/signed by the authorised signatory and submitted in the single sealed bid cover.

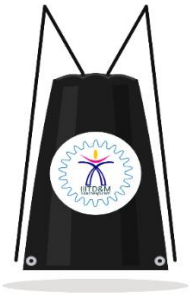
Signature of Authorised Signatory with Seal

Name: _____

Date: _____ Place: _____

Annexure-II: Financial Bid / Price Schedule (BOQ)

(To be printed on the letterhead of the bidder)

Sl. No.	Item Name	Description	Qty.	Unit	Unit Rate Excl. GST (Rs.)	GST (%)	Total Landed Amount incl. GST (Rs.)
1	 **BLACK DRAWSTRING BAG:** (IMAGE FOR REPRESENTATIVE PURPOSE)	• Material: 210D polyester or nylon, water-resistant • Size: about 35 cm wide × 45 cm tall (roughly 10-12 L capacity) • Closure: dual drawstring cords that double as shoulder straps • Reinforcement: metal eyelets at the bottom corners, stitched corner patches • Color: black, with Institute logo printing • Weight: about 60-80 g • Pockets: none (single compartment)	2500				
2	 **SPORTS WATER BOTTLE:** (IMAGE FOR REPRESENTATIVE PURPOSE)	• Material: food-grade LDPE/PP plastic, BPA-free • Capacity: 500 ml • Cap: black push-pull nozzle (sipper) lid, leak-resistant • Body: squeezable, with a contoured grip groove • Color: Orange/Blue body with Institute logo printing	2500				
					Total Basic / Taxable Value		

Total GST	
GRAND TOTAL LANDED COST (including GST)	

IMPORTANT:

- The unit rate shall include all costs other than GST, including customization, design, printing/sublimation/embroidery, packing, forwarding, freight, insurance, loading/unloading and delivery to IIITDM Kancheepuram. GST shall be shown separately at the applicable rate. No additional payment shall be admissible for these components unless specifically accepted in writing by the Institute.
- **Evaluation basis: The combined GRAND TOTAL LANDED COST (including GST) of all items quoted shall form the basis for determining the L-1 bidder, subject to responsiveness and eligibility. Failure to quote for all the items will lead to rejection of the bid.**
- **Sample Submission and Approval:** The successful bidder shall submit a sample item conforming to the specifications prescribed in the tender for verification and evaluation after receipt of the purchase order. The remaining units shall be supplied only after the sample has been evaluated and approved by the Institute. If the sample fails to meet the prescribed specifications, the Institute reserves the right to cancel the purchase order.

Signature of Authorised Signatory with Seal