

Ref. No. NIT GOA/ADMIN/2026/OW/551

Date: 09/10/2026

TENDER FOR
EMPANELMENT OF CONTRACTORS FOR CIVIL WORKS, ELECTRICAL WORKS
AND COMPOSITE WORKS AT NIT GOA



NATIONAL INSTITUTE OF TECHNOLOGY GOA

An autonomous Institute under the aegis of Ministry of Education,
Government of India,
Cuncolim, Goa-403 703, India

GENERAL INSTRUCTIONS TO / BIDDERS

Tender Schedule		
1	Name of Service	Empanelment of Contractors For Civil Works, Electrical Works And Composite Works At NIT Goa.
2	Earnest Money Deposit	Rs. 20,000/- in the form of a Demand draft drawn in favor of Director, NIT Goa Fees Account payable at Farmagudi, Ponda - Goa. Original EMD should be submitted along with the Technical Documents. MSEs are exempted from EMD, in such a case, a declaration as per the annexure is to be submitted along with the MSE registration certificate. The bidders who submit Valid MSE Certificate will be exempted from submission of EMD only.
3	Duration of service	The initial contract period shall be three (03) years from the date commencement of services. Based on satisfactory performance, the contract may be extended for a further period of two (02) years on the same terms and conditions, subject to the discretion of the Competent Authority of NIT Goa.
4	Date of publication of Tender	09/10/2026
5	Tender submission start date	09/10/2026
6	Last date and time for submission of tenders	30/10/2026 05:00 P.M
7	Date and time of opening of Technical bid	02/11/2026 11:00 A.M
8	Contact Officer(s) details	For any queries: Dean P&D: dean.pd@nitgoa.ac.in
9	Pre-Bid Meeting and Site Visit	19/10/2026 at 11.00 AM in Sardar Patel Administrative Complex, National Institute of Technology Goa, Kottamoll Plateau, Cuncolim, South Goa, Goa 403 703
10	Performance Guarantee	Rs 20,000/- in the form of Demand draft drawn in favor of Director, NIT Goa Fees Account payable at Farmagudi, Ponda- Goa.
11	Validity of Bid	120 days from the date of opening of the technical bid.
12	Rights of the Institute	The Institute reserves the right to cancel part of the Bid or in full at any time without assigning any reason. The Institute reserves the right to amend any part of the bid on its own or based on the queries received at any time before the last date for receiving the bid.


The Registrar

National Institute of Technology Goa

कुलसचिव

Registrar

राष्ट्रीय प्रौद्योगिकी संस्थान गोवा

National Institute of Technology Goa

NATIONAL INSTITUTE OF TECHNOLOGY GOA

NIT Goa invites Expression of Interest (EOI) for “**Empanelment of Contractors for Civil Works, Electrical Works and Composite Works at NIT Goa**” in the prescribed format from the contractors/firms/agencies having proven experience in executing the stated works. Registration with Govt organizations such as CPWD, MES, Railways, State PWDs, PSUs, etc., in the appropriate class is desirable.

EOI No.	Subject	Tendering Limit	Empanelment Validity	Date of Publishing of Tender	Last Date and Time for submission of tender	Date and Time of Opening of Technical Bids
1	2	3	4	5	6	7
NIT Goa/ADM IN/2026/OW/ dated	Empanelment of Contractors for Civil works, Electrical Works and Composite Works at NIT Goa.	10 Lakhs	3-years Extendable up to 2 Years	09/10/2026	30/10/2026 05:00 PM	02/11/2026 11:00 AM

The main object of Empanelment of firms/agencies is to create a pool of suitable and competent agencies/contractors with valid credentials for works to minimize the requirement of verification of their credentials at the time of individual tenders without delay.

The EOI document may be downloaded from the website: <https://www.nitgoa.ac.in> or <https://eprocure.gov.in/cppp> Corrigendum, if any would appear on the NIT Goa website & CPP Portal. NIT Goa reserves the right to reject any or all the applications in part or full without assigning any reasons thereof. The tender to be submitted through online mode on CPP Portal.



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National Institute of Technology Goa

PERIOD OF EMPANELMENT: The empanelment period is for five years. Initially for a period of three years with the first three months as a probationary period. The empanelment may be extended for two more years on a yearly basis as per the quoted rate and terms and conditions of this document on satisfactory performance assessed by NIT Goa.

1. INSTRUCTIONS FOR APPLICATIONS SUBMISSION

1.1 PREPARATION OF APPLICATIONS:-

- i. Applicants should consider any corrigendum published on the tender document before submitting their application through online mode on CPP Portal.
- ii. Please go through the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each document that need to be submitted through CPP Portal online mode.
- iii. Any deviations from these may lead to rejection of the bid.

Further, a session shall be conducted on the pre-bid meeting date and time, i.e., on 19/10/26 at 11:00 A.M. at the Conference Hall, Administrative Building, to acquaint the interested bidders with the registration process.



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Registrar

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National Institute of Technology

2. TERMS AND CONDITIONS

2.1 The empaneled contractors may have to carry out the following work at NIT Goa:

Sr. No.	Works Cost	Work
(i)	Works costing up to Rs. 10.00 lakh	Civil Works: All Earth Work, Concrete Work, RCC Work, Masonry Work, Stonework, Cladding Work, Woodwork and PVC Work, Steel Work, Flooring, Roofing, Renovation/Interior work, Finishing, Repairs to the buildings, Dismantling and demolishing, Road Work, Sanitary/Plumbing works, Water supply, Drainage, Aluminum Work, Water proofing etc. Electrical Works: Internal And External Electrification and Installation Works/ LT/ HT Power distribution system/ Misc LT/HT wiring/ cabling repairs of Split AC/HVAC/firefighting & Control works/Street light work/lifts/DG sets/addition/alteration for Services works as called for etc. Composite works: All Earth Work, Concrete Work, RCC Work, Masonry Work, Stonework, Cladding Work, Woodwork and PVC Work, Steel Work, Flooring, Roofing, Renovation/Interior work, Finishing, Repair to the buildings, Dismantling and demolishing, Road Work, Sanitary/Plumbing works, Water supply, Drainage, Aluminum Work, Water proofing etc. Internal And External Electrification and Installation Works/ LT/ HT Power distribution system/ Misc LT/HT wiring/ cabling repairs of Split AC/HVAC/firefighting & Control works/Street light work/lifts/DG sets/addition/alteration for Services works as called for etc.

The items mentioned above are indicative and NIT Goa reserves all the rights to modify or add items as per the requirements of work.

Accordingly, a vendor may apply for any of the categories given below.

- **Category-I** Civil Works
- **Category-II** Electrical Works
- **Category-III** Composite Works

2.2 However, a vendor who wishes to get empaneled for Civil Works is also allowed to get empaneled for Electrical work, provided the contractor meets the mandatory requirements in the concerned field. If the applicant wants to apply for more than one category as given in Para 2.1, separate applications should be submitted for each category. The bidder who wants to apply for different category should submit the applications in different envelopes.

2.3 After enlistment, intimation of tender enquiries shall be placed to the empaneled contractors along with the scope and connected terms & conditions of work and also showing date of commencement and completion. The estimate shall be prepared based on CPWD Delhi Schedule of Rates (DSR) for scheduled items and market rate for non-scheduled items. The work shall be carried out as per

CPWD specifications 2021 Volume I & II with up-to-date correction slips and DSR. After completion of work, the item of work shall be measured in the measurement book before processing the bill as per the CPWD accounting procedures.

2.4 After enlistment, NIT Goa reserves the right, at its sole discretion, to limit the floating of enquiries to a limited number of enlisted firms, depending upon the specific requirements of NIT Goa. Enlistment shall not confer any right upon the enlisted firms to claim issuance of enquiries, invitation to bid, or award of work.

Eligibility Criteria for Empanelment

2.5 Applicants should have proven experience in executing works in the respective categories. possessing valid registration in CPWD/MES/Railway/ State PWDs/PSUs is **desirable**.

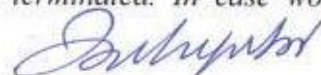
2.6 Applicant shall furnish the documents as per the details given below related to work experience, financial soundness, PAN, GST, Electrical license, Civil Contract License ESIC & EPF Certificate and an undertaking in the letter head of the firm, duly signed and sealed, stating that the firm/contractor has not been blacklisted or debarred from any Govt. agency.

Description	Civil Works up to 10 Lacs (Category I)	Electrical Works up to 10 Lacs (Category-II)	Civil + Electrical Works (Composite work) up to 10 Lacs (Category III)
Tendering Limit of Contract (Rs.)	Up to 10,00,000/-	Up to 10,00,000/-	Up to 10,00,000/-
Past Experience of Completed similar work during the last Seven years. Similar works shall be executed in Central Government/State Government /Public sector under takings/ Autonomous organizations, Limited companies or reputed private builders.	1. Three similar completed works experience of value not less than ₹4,00,000/- (Or) 2. Two similar completed works each of value not less than ₹6,00,000/- (Or) 3. One similar completed work each of value not less than ₹ 800,000/-	1. Three similar completed works experience of value not less than ₹4,00,000/- (Or) 2. Two similar completed works each of value not less than ₹ 6,00,000/- (Or) 3. One similar completed work each of value not less than ₹ 800,000/-	1. Three similar completed works experience of value not less than ₹ 4,00,000/- (Or) 2. Two similar completed works each of value not less than ₹ 6,00,000/- (Or) 3. One similar completed work each of value not less than ₹ 800,000/-

Banker's Certificate for financial soundness (Not older than 6 months from last date of submission)	Rs.10,00,000/-	Rs.10,00,000/-	Rs.10,00,000/-
Annual Turnover in any of the last Five consecutive financial years ending 31 st March 2026.	Rs. 10,00,000/-	Rs. 10,00,000/-	Rs. 10,00,000/-
Valid/recent PAN, GST Certificate	To be submitted	To be submitted	To be submitted
Valid Electrical License in the name of Agency with classification.	Not Applicable	To be submitted	To be submitted
ESIC/EPF Registration Certificate	To be submitted	To be submitted	To be submitted
Proprietorship certificate, Memorandum and Article of Association, Certificate of Incorporation Partnership Deed, Registration Certificate issued by the Registrar of Firms etc.	To be submitted	To be submitted	To be submitted
Non-Blacklisting affidavit	To be submitted	To be submitted	To be submitted
Name and Address of the office of the bidder located in Goa	To be submitted	To be submitted	To be submitted

Note: -

- i. The contractors shall have to satisfy the above minimum eligibility criteria for Enlistment.
- ii. Similar work means Civil and Electrical work, Civil-Electrical Composite Work executed in building projects.
- iii. The contractors who apply for registration under 'Electrical' category shall have to produce valid electrical license from the competent authority issued in the name of the contractor. The license shall be kept valid throughout the period of enlistment by renewals at suitable intervals and an attested copy of the same shall be submitted. In the event of discontinuity in the validity of the electrical license of the contractor, the enlistment and the authority to submit tenders shall cease to be valid. In the case of works that are in progress, the same are liable to be terminated. In case work is terminated, the Institute shall have no liability.



Empanelment Procedure

- 1.2 The contractor shall have to submit the application for enlistment in the form prescribed at **Annexure I** with all documents as per **Annexure II**.
- 1.3 Correct/relevant information/data have to be furnished by the Applicants.
- 1.4 The applicant should make sure before applying for a particular type of Category, that they have the required eligibility criteria & experience for that category of work.
- 1.5 Applications are incomplete in any respect, viz. non-submission of any required document or information, or fee in requisite amount are liable for rejection.
- 1.6 On receipt of the Registration Form along with the requisite documents as mentioned above and after scrutiny, the firms / agencies/ contractors shall be registered with the NIT Goa.
- 1.7 After getting the required fee, information & documents from the applicant, the registration number will be issued to the contractors with the following details:
 - A. Registration No.
 - B. Category/Code No.
 - C. Name of the Contractor.

General Conditions

- 1.8 The enlistment shall be valid for a period of three years and extendable for 2 more years subject to need and performance. The extension of validity of enlistment is not a matter of right and routine. NIT Goa reserves the right not to extend such enlistment without assigning any reason.
- 1.9 The said registration qualifies a particular vendor for consideration for issue of tender document in case of limited tenders for which vendor is registered/ empanelled. However, this will not give any claim to the party for the award of work/ purchase order.
- 1.10 NIT Goa reserves the right to accept, consider or reject any or all applications without assigning any reasons thereof. The decision of NIT Goa in respect of registration of parties for various categories of work will be intimated by post/email and shall be final & binding on all concerned registered firms / vendors in the panel of NIT Goa.
- 1.11 Agencies once empanelled shall have to promptly reply to all enquiries, execute orders as per the terms of NIT Goa, and keep the Institute informed of new products/ developments / innovative ideas that will help reduce costs and improve quality, reliability, etc.
- 1.12 This Enlistment binds the contractors for adherence to all aspects of fair-trade practices in executing the work orders placed by NIT Goa from time to time.
- 1.13 All registered firms are expected to maintain absolute integrity, follow decent standards of business ethics and do nothing unbecoming of a registered Contractor. In all future correspondence



with NIT Goa, empanelled Contractors are required to quote Registration No.

- 1.14 The selected vendor shall indemnify the NIT Goa and user departments against all third-party claims of infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied items and related services or any part thereof. NIT Goa / User department stands indemnified from any claims that the contractor/firm/ agency manpower/local authorities may opt to have towards the discharge of their duties in the fulfillment of the work orders.
- 1.15 In case any empanelled vendor found in breach of any terms& condition(s) or work order, at any stage during the course of work or warranty/DLP period, the legal action as per rules/laws, shall be initiated against the vendor and Security Deposits/Performance Guarantee shall be forfeited, besides debarring and blacklisting the vendor concerned for at least One year for further dealings with the Institute.
- 1.16 Unless otherwise specified, the brand/make of the material as specified in the list of preferred (Annexure IV) shall be used in the work. In case of non- availability of the brand specified in the contract the contractor shall be allowed to use alternate equivalent brand of the material subject to submission of documentary evidence of non- availability of the specified brand with prior written permission from the institute.
- 1.17 All disputes in this connection shall be settled in the Courts within the jurisdiction of Goa only.

Cancellation of Enlistment

1.18 The employment of a contractor may be cancelled if any of the following is established:

- a) Fails to execute the contract or executes to our dissatisfaction.
- b) Violates any conditions of the contract.
- c) Fails to abide by the conditions of Enlistment.
- d) If found to have given false particulars at the time of Enlistment.
- e) Has indulged in any type of forgery or falsification of records.
- f) Fails to inform the authority regarding changes in name, address, constitution, and status of the empanelled firm within one month of such change.
- g) It is declared or is in the process of being declared bankrupt, insolvent, wound up, dissolved or partitioned.
- h) Violates the labour regulations and rules.
- i) It is involved in complaints of serious nature received from any source, which have been proved.
- j) Defaults in the settlement of tax dues like income tax, GST, etc.
- k) Ceases to fulfill the eligibility criteria based on which Enlistment was made.
- l) Does not start the work within the stipulated time for the awarded work on two occasions.
- m) Fails to rectify construction/structural defects within a reasonable time not exceeding 2 months, pointed out to him by the engineer-in-charge during the defect liability period as mentioned in the contract from the date of completion of works.
- n) The tender may be open to contractors also. However, preference to be given to the enlisted contractors.
- o) The Enlisted contractor shall not be allowed to participate in the tender for work (s) in which his near relative is posted as an officer in any capacity.

2. Penalty /Termination Clause:-

- a) If the bidders fail to provide the service then the bidder will be issued a warning notice by NIT Goa.
- b) If the bidder fails to provide the service at the second instance, then the bidder will be penalized 2% of the allotted work.
- c) If the bidder repetitively fails to provide the service then the empanelment with the bidder will be terminated by NIT Goa without notice.
- d) The termination will be based on the recommendation of the Committee members.

3. Allotment of works:-

- a) The work costing below Rs. 50,000/- will be awarded to the empaneled bidders based on Round Robin Format.
- b) The work costing above Rs. 50,000/- will be awarded to the bidder who quotes least among the empaneled bidders. (Quotations will have to be submitted by the empaneled bidders).

4. Commencement of work:-

- a) The allotted work should be commenced by the empaneled bidders within 05 days from the dates of issuance of the work order.



The following self-certified documents to be submitted:

Sr. No.	List of Documents to be uploaded
1	Duly filled signed and stamped Application form as Enclosed. Annexure II
2	Registration Certificate with CPWD/MES/Railway/State PWD/PSU's etc.,
3	Work Experience certificates (Completion certificate from Client). Annexure III
4	GST & PAN Number certificate.
5	Banker's certificate as per Annexure-IV (Not older than 6 months from last Date of bid submission).
6	Annual Turnover CA certified Certificate in any of the last 5 consecutive financial year ending 31 st March 2026 as per eligibility criteria. Annexure-V
7	Valid ESIC/EPF Registration certificate. (If vendor is registered with ESIC/EPF, then EPF/ESIC Registration certificate must be submitted. Else self-declaration by vendor for non-applicability of ESIC/EPF to be submitted).
8	Valid Electrical License with classification for Electrical works.
9	Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc. (An affidavit in case of sole proprietor ship, Partnership deed in case of Partnership firm, Article of Association in case of Private/Public limited Companies.)
10	Labour License (if applicable)
11	Undertaking in the letter head of the firm, duly signed and sealed, stating that the firm/contractor was never blacklisted or debarred from any Govt. agency. Annexure-VI
12	Proof of the office of the bidder located in Goa



APPLICATION FORM FOR CONTRACTORS' EMPANELMENT

Category Applied for: _____

1. Name of the Company/Agency/Contractor : _____
: _____
: _____
2. Contact Details
: _____
: _____
: _____
 - a) Head Office/Registered Office : _____
 - b) Telephone/Mobile No : _____
 - c) Email : _____
 - d) Website (if any) : _____
 - e) Date of Establishment : _____
: _____
: _____
 - f) Office in Goa (if any) : _____
: _____
: _____
 - g) Telephone No. : _____
3. Name of Chief Executive / Proprietor / Proprietor / Partners : _____
4. Telephone/Mobile No. : _____
5. Email : _____
6. Name of Contact Person : _____
7. Telephone/Mobile No. : _____

8. Email : _____

9. Type of Organization (Documents to be enclosed) : _____

- a) Proprietary (Trade License/An affidavit) ☐
- b) Partnership (Deed, Trade License) ☐
- c) Private Limited Company (Memorandum of Article) ☐
- d) Public Limited Company (Certificate of Registration) ☐
- e) Public Sector (Trade License) ☐

Subsequent

DETAILS OF WORKS COMPLETED**Details of Completed Works: Eligible works completed during the last seven years**

1	Name of work	
2	Location of work (mention city and state)	
3	Name of contractor (same as mentioned in Award letter)	
4	Agreement/work order number	
5	Agreement amount (Rs.)	
6*	Gross value of completed work (Rs.)	
7*	Amount of Gross value of last paid bill, (if final bill not paid)	
8	Stipulated date of start (DD-MM-YYYY)	
9	Date of completion:	
	a) Stipulated date of completion (DD-MM-YYYY)	
	b) Actual date of completion (DD-MM-YYYY)	
	c) Justified extended date of completion, if any (DD-MM-YYYY)	
10.	Details of work Nature of work (Civil/Electromechanical/ /Composite)	
11.	Details of extension of time for delayed completion.	
	a) Whether extension of time for delayed completion has been decided or not? Owner department officers are requested to only mention either "Yes or No" against this option. (Option of writing "Not applicable" is only acceptable where work is completed before stipulated date of completion).	
	b) If extension of time for delayed completion has been decided, then amount of compensation levied if any?	
	c) Letter number and date for extension of time approved by the authority	
12.	Is there any Conciliation/Mediation/ Arbitration/Court Case(s) (from start of work till issue of this certificate), Owner department officers are requested to only mention either "Yes or No".	
13	Status of owner department Owner department officers are requested to only mention (Govt./PSU/ State Govt./Private)	
14	Details of owner department under which project/work executed:	
	a) Name of Project Manager or Executive Engineer or Equivalent	
	b) Address	
	c) Phone	
	d) e-mail	

FORM OF BANKER'S CERTIFICATE

This is to certify that to the best of our knowledge and information Shri/Smt/M/s _____ having registered address, customers of our bank is/are respectable and can be treated as reliable for any engagement up to a limit of Rs. _____ (Rupees) _____.

This certificate is issued without any guarantee or responsibility on the Bank or any of the officers. This certificate is issued on _____ the request of Shri/Smt/M/s _____ for obtaining enlistment in NIT Goa.

(Signature) For the Bank

Note:

1. Banker's certificates should be on the letter head of the bank, addressed to enlisting authority.
2. In the case of partnership firm, the certificate shall include names of all partners as recorded with the bank.



FINANCIAL INFORMATION

I. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/ profit & loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Sr. No.	Description	Financial Years					Average
		2021-22	2022-23	2023-24	2024-25	2025-26	
(i)	Gross Annual turnover on construction works						
(ii)	Profit / Loss						

Signature of Chartered Accountant with Seal

Signature of Applicant

Note:-

1. Scan of original completion certificates shall be uploaded in the portal. The certificate should be duly certified and issued by an officer not below the rank of Executive Engineer or equivalent. Work experience certificates self-certified by the authorized signatory of the Contractor firm shall also be acceptable.
2. This proforma shall be filled up separately for all three (or more) eligible works proposed for work experience for enlistment.



DECLARATION BY APPLICANT

- i. I/We certify that the information given above is true to the best of our knowledge. I/We also understand that if any of the information is found to be incorrect, I/we are liable to be debarred.
- ii. I/We certify that I/We will not get myself/ourselves registered as contractor(s) in NIT Goa under more than one name.
- iii. I / We hereby certify that I am not near relatives of any employee of NIT Goa. (A near relative shall mean wife, husband, parents, grandparents, children, grandchildren, brothers, sisters, uncles, aunts, cousins and their corresponding in laws)
- iv. I certify that I did not retire as an Engineer from any Department of the Government of India during the last ONE year. I also certify that I have neither such a person under my employment nor shall I employ any such person within ONE year of his retirement. (For individuals seeking enlistment).
- v. We certify that none of the partners/Directors retired as an Engineer from any Department of the Government of India during the last ONE year. We also certify that we have neither under our employment any such person nor shall we employ any person within ONE year of his retirement. (For partnership firms and limited companies). (Strike out whichever is not applicable)

(Signature of Proprietor/Partner/Chief Executive)

Name.....

(In Capital Letter)

(Seal)

