



**HALL MANAGEMENT CENTRE  
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR**

No.IIT/HMC/MESS/C-eTEN-Spr-2024-25/5  
Date : April 22, 2025

**NOTICE**

Various Halls of Residence at IIT Kharagpur would like to procure sweeping materials (**for all Halls of Residence**) during the month of **MAY, 2025** from vendors registered with the Hall Management Centre.

The registered vendors are requested to participate in the tender through the online mode only using the link given below. <http://www.hmc.iitkgp.ac.in/web/etender/>

The same link is also available on the HMC website.

The link will remain open until 12:00 noon of April 28, 2025. After online submission, vendors need to take printouts of all the pages of the online generated tender forms, and **submit the signed copies in a single sealed envelope** to the HMC office by 04:00 pm of April 28, 2025. All pages of the tender form must be signed by the vendor.


Vendors participating in the tendering process for supply of **J category** (phenyl, floor cleaner, Hand wash etc.) are requested to go through the samples available in the HMC for quoting the rate for the said items.

It may be noted that, if any vendor after being the lowest bidder for any of the sweeping material (J category), including those samples available in the HMC, does not supply the respective item ordered for, the vendor may be **BANNED FOR ONE YEAR**.

If it is found that the rate is more than the local retail rate or  $\geq 10\%$  higher than bulk purchase rate at local market (Gol Bazar, Gate Bazar, etc.) anytime during the period of validity of the quote then **payment will be made at the bulk purchase or local retail rate, whichever is the lowest**. The decision of HMC will be final and binding in this regard.

It may also be noted that, any vendor found to have supplied poor quality of sweeping materials in any of the Halls of Residence will be **BANNED FOR INDEFINITE PERIOD**.

It may also be noted that the rate of the sweeping materials as may be quoted will be valid for a period of 31 days, from 1st May, 2025 to 31<sup>st</sup> May, 2025.

  
22-04-2025  
Chairman, HMC

To  
Warden of all the Halls of Residence – *for kind display on the Notice Board*  
IIT Kharagpur

Copy to : HMC Website.