

**INVITATION OF EXPRESSION OF INTEREST (EOI)**  
**CUM**  
**REQUEST FOR PROPOSAL (RFP)**

For

**“Supply of Diesel at the campus of AIIMS Nagpur”.**

EOI No. : AIIMS/NAG/ENGGG/ELECT/2025-26/01 (2<sup>nd</sup> Call)  
Publishing Date : 11/05/2026  
Bid Submission Start Date : 11/05/2026  
Pre Bid : online (queries may be send through emails by) 23/ 05 /2026  
Last Date of Bid Submission : 25/05 /2026 before 15.00 hours



**All India Institute of Medical Sciences Nagpur**

**Engineering Department AIIMS Nagpur**

**Email:** [se@aiimsnagpur.edu.in](mailto:se@aiimsnagpur.edu.in), [ae.manishpandey@aiimsnagpur.edu.in](mailto:ae.manishpandey@aiimsnagpur.edu.in)

**Index of Tender Document**

<b>S. No.</b>	<b>Description</b>	<b>Pages</b>
1	Cover Page	1
2	Index	2
3	Invitation Of Expression Of Interest (EOI) Cum Request For Proposal	3-5
4	Information for Bidders	6
5	Bid Conditions	7-9
6	Evaluation Criteria	10
7	Details about Bidding Agency & Financial Strength (Annex. I)	11
8	OFFER FORAWARDING LETTER / TENDER SUBMISSION LETTER (Annex. II)	12-13
9	TENDER ACCEPTANCE LETTER (Annex. III)	14
10	Format of Performance Bank Guarantee (Annex. IV)	15-16
11	EMD Format (Annex. V)	17
10	Schedule of Quantities	18

**INVITATION OF EXPRESSION OF INTEREST (EOI) CUM  
REQUEST FOR PROPOSAL (RFP)**

**The Superintending Engineer, AIIMS Nagpur on behalf of Executive Director, AIIMS Nagpur, invites EOI cum RFP in sealed envelopes in one bid system from authorized Petrol pump of Central Public Sector Undertakings (PSUs) for “Supply of Diesel at the campus of AIIMS Nagpur”.**

The SUPPLIER Agency shall be selected /appointed based on Discount offered based selection system.

**TIME SCHEDULE FOR VARIOUS TENDER RELATED EVENTS**

Bid Submission Start Date	11/05/2026
Date, time of Pre Bid Meeting	online (queries may be send through emails by 23/ 05/2026)
Venue of Pre Bid Meeting	Office of Superintending Engineer ,AIIMS Nagpur
Original EMD Submission End Date Time	Rs. 5000 /-
Bid Submission End Date Time	25/ 05/2026 before 15.00 hours
Bid Opening Date & Time	25/04/2026 at 17.00 hours

1. Last date of physical submission of original EMD is not applicable for the bidder who deposited EMD online in the Institute account with in the period of bid submission. Bidder may deposit EMD in the following account number of the Institute: -  
Account Number: Director AIIMS NAGPUR  
Branch Name: BANK OF BARODA, AIIMS NAGPUR  
IFSC Code: BARBOVJNAAP
2. The intending bidder must read the terms and conditions of EOI cum RFP carefully bidder should only submit bid if considers himself eligible and in possession of all the documents required.
3. This information and instructions for bidders posted on website shall form part of bid document.
4. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <https://aiimsnagpur.edu.in/> or <https://eprocure.gov.in/eprocure/app>
5. The intending bidder must have valid digital signature to submit the bid.
6. The bidder shall pay the respective amount of Bid Security (EMD) as mentioned in table by DD / NEFT / RTGS/ Fixed Deposit/ Bank Guarantee in favor of “Director AIIMS Nagpur” drawn on any Nationalized Bank/ Scheduled Bank and payable at AIIMS Nagpur and must be valid for 90 days from last date of opening of financial Bid (Bid validity period – 90 days). The EMD shall be scanned or uploaded to the AIIMS NAGPUR Portal website within period of bid submission. The original EMD should be deposited / submitted at **Engineering Department, AIIMS Nagpur** within due date mentioned. EMD receiving authority shall issue receipt of deposition to the bidder in prescribed format. Bid received without Earnest Money deposit (EMD) shall stand rejected and thus shall not be considered for evaluation etc. at any stage.
7. The EMD will be forfeited if the bidder withdraws or amends it’s tender or impairs or derogates from the tender in any respect with in the period of validity of its tender or if it comes to the notice that the information/ documents furnished in its tender is in correct or false.  
  
**Note:** - The bidder seeking EMD Exemption must submit the valid supporting document for the relevant category as per tender document. Under MSE category, only manufacturers for goods and service providers for services are eligible for exemption from EMD. Traders are excluded from the purview of this policy.
8. The bid security (EMD) without interest shall be returned to the unsuccessful bidders after finalization of contract with successful bidder.
9. The successful bidders have to execute a contract on Indian non judicial stamp paper of ₹ 100/- (Rupees Five hundred only) within fifteen (15) days from the date of award of this tender in his favour and also required to furnish the **performance security plus security deposit Rs. 5000/-** of contract value in the form of Fixed Deposit/Bank Guarantee from any Nationalized / Schedule bank duly pledged in favour of “Director AIIMS Nagpur” & payable at Nagpur only and must remain valid for a period of 2 (Two) months beyond the date of completion. The earnest

money deposited along with bid shall be returned after receiving the aforesaid performance guarantee. The bidder whose bid is accepted will also be required to furnish either copy of applicable licensee / registration etc.

10. The bid shall be valid and open for acceptance by the competent authority of AIIMS Nagpur for a period of 90 (Ninety) days from the date of opening of technical bid and no request for any variation in quoted rates and / withdrawal of tender on any ground by bidders shall be entertained. The unilateral withdraw at any stage will cause for feature of EMD in addition to any remedy that the purchaser may have under the law. If any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, and then the AIIMS shall, without prejudice to any other right or remedy, be at liberty to forfeit the earnest money.
11. Only authorized signatory will be permitted to sign any type of documents.
12. If uploaded scanned documents / tender form are not downloaded successfully, due to any technical error/corrupt files then AIIMS Nagpur will not be liable.

## **PROPOSAL SUBMISSION INFORMATION**

- 1) **'Owner'** / Public Authority reserve the right to accept or reject any or all proposals without assigning any reason thereof.
  - 2) Bid for SUPPLIER, the RFP supported by prescribed annexure shall be submitted through E procurement portal (AIIMS NAGPUR Portal).
  - 3) Bidders are advised to keep visiting the **AIIMS Nagpur** website from time to time (till the deadline for bid submission) for any updates in respect of the RFP document notice, if any. Failure to do so shall not absolve the bidder of his liabilities to submit the RFP document complete in all respect including updates thereof, if any.
  - 4) All events will be as per the time line given in the schedule. All queries by the bidders shall be submitted to the Engineering Dept., **AIIMS Nagpur** in the given due date.
  - 5) **Authorized Signatory:** Any Regular Officer of the bidding organization who is authorized by the competent authority viz C.M.D/ head of organization. The original signed copy of authorization letter / Power of Attorney must be attached with the bid.
  - 6) The bidding process shall consist of Single Bid System. The bid must be submitted in two parts comprising:  
The Part-I (Technical cum Financial bid) should contain the EMD details, Technical details of the organization required as per the RFP/EoI document, eligibility criteria, financial information along with other desired information / certificate as per the Annexures of this proposal document also contain the price offered in the Bid form as provided in the document.
- The decision of the Technical Evaluation Committee (TEC) shall be final and binding on all the bidders.

# EXPRESSION OF INTEREST (EOI) cum REQUEST FOR PROPOSAL (RFP)

FOR

**“Supply of Diesel at the campus of AIIMS Nagpur”.**

## **Information to Bidders (ITB)**

- 1) AIIMS Nagpur is willing to engage the Supplier for “Supply of Diesel at the campus of AIIMS Nagpur” **will select the SUPPLIER agency on the basis of Discount offered based selection system.**
  
- 2) **DEFINITIONS:**

Unless context or consistency demands, the following terms shall have the meaning assigned to them as given below. However, in case of any doubt arises the decision of **AIIMS Nagpur** shall be final and binding on all the parties.

  - 2.1) **“Owner’** shall mean **AIIMS Nagpur and** shall include their legal representative, successor and permitted assigns.
  - 2.2) **‘SUPPLIER’** shall means the agency (Petrol pump authorized by PSUs) engaged by the AIIMS Nagpur.
  - 2.3) **“Contractor “**means the contractor or contractors or suppliers or agencies employed by the Executing Agency (SUPPLIER) for the works or any connected works/services, including the Executing Agency itself in case any work is done directly by the Executing Agency.

**3) ELIGIBILITY CRITERIA:**

3.1) As per clause 7.1 of this document.

**4) Scope of the Works:**

4.1) Supply of Diesel at AIIMS Nagpur campus designated areas with flow meter, quantity -quality check and all applicable safety norms.

4.2) **Quantity check of Diesel by Capacity container/vessel and various qualities check such as density, water content etc.**

## 5) **BID CONDITIONS:**

The Duration shall be of **60 Months**. However extends the supply of diesel up to 24 months.

- 5.1) Owner reserves to itself the authority to reject any or all of the bids received and change the scope of the work without assigning any reason. The Owner also reserves the right to itself to terminate the bidding process at any stage without assigning any reason.
- 5.2) The offer, in which any of the prescribed conditions is not fulfilled or where the bidder puts any condition including that of conditional rebate, shall be liable to be summarily rejected.
- 5.3) Canvassing whether directly or indirectly, in connection with the bid is strictly prohibited and the bid submitted by the bidder who resorts to canvassing in any form would be liable to rejection.
- 5.4) The offer shall remain open for acceptance for a period of **90 days**.
- 5.5) Bidder must ensure before submitting the bid that each and every page of the bid documents is signed by the authorized officer of the organization. The bid document shall form a part of the contract agreement. The successful bidder on acceptance of his bid by the Accepting Authority, and issue of letter of intent / award shall sign the contract agreement / MOA as required by the Owner.
- 5.6) To obtain first-hand information on the assignment and on the local conditions, bidders have to visit the actual site of the delivery of diesel. Bidders must be informed themselves of local conditions and terrain and take these into account while preparing their bids.
- 5.7) Rate of Diesel is based on the day of delivery date as decided by Oil Marketing Company / Government Authority.
- 5.8) **Payment of Diesel within 15 days of supply of diesel and submission of invoice.**

## 6) **SUBMISSION OF BID:**

Bids to be submitted on the date mentioned in this document at AIIMS Nagpur.

The Agency (SUPPLIER) consultancy / service charges all-inclusive but including GST for Providing Comprehensive Design Engineering and Project Management Consultancy (SUPPLIER) Services shall be quoted in terms of Fee both in figure and in words duly signed by the Authorized Signatory to be indicated in the prescribed format provided. GST as applicable shall be paid as per GoI Norms.

The owner shall reimburse/ pay all expenditure related to obtaining statutory clearances of the project as per actual including registration charges (if any) with concerned authority.

**Bids without EMD shall be rejected summarily.**

Contract / Bidder have to submit EMD in hard copy in a sealed envelope with clearly mentioning the EOI No. on or before the last date and time of submission of bid. Delay in the post or courier may be treated as disqualified.

**7) EVALUATION CRITERIA:**

The bidder will be selected on the basis of **maximum discount offered in per liter cost of Diesel by the agency**, if the bidder technically fulfilled the conditions.

**7.1) Evaluation of Technical cum Financial Bid**

- The duly constituted Technical Evaluation Committee (TEC) shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and by applying the evaluation criteria. The bid shall be evaluated as per the following criteria:
  - a. **Maximum discount offered in per liter cost of Diesel by the agency.**
  - b. **Supply of Diesel at AIIMS Nagpur Campus at designated areas.**
  - c. **Documents Submitted as per Annexure I**
  - d. **EMD Submission**

**DETAILS ABOUT BIDDING AGENCY**

<b>S. No.</b>	<b>Particulars</b>	<b>Details</b>	<b>Attached at Page No.</b>
1.	Full name of the Bidder along with PSU (In capital letters)		
2	Full address of the Bidder PSU/Registered Office		
3	(a) Telephone No: (b) Email ID:		
4	Names and details of the Authorized Signatory of the RFP/Bid (Name, Designation, Address, contact telephone Number, Mobile number, Email ID)		
5	PAN No.		
6	GST Registration No.		

**OFFER FORAWARDING LETTER / TENDER SUBMISSION LETTER**  
(To be typed submitted in the letter Head of the Company /firm of Bidder)

To,  
The Superintending Engineer  
AIIMS Nagpur,

**Sub: "Supply of Diesel at the campus of AIIMS Nagpur".**

Dear Sir,

I/ We acknowledge that AIIMS Nagpur is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the EOI cum RFP is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE OF THIS CONDITION OF THE NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by AIIMS Nagpur. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my /our failure to sign and accept The Integrity Agreement, while submitting the tender/bid, AIIMS Nagpur shall have unqualified, absolute and unfettered right to disqualify the tenderer / bidder and reject the tender/bid is accordance with terms and conditions of the tender/bid.

**Authorized Representative of Bidder**

Signature:

Name: Address:

Place:

(ANNEXURE-III)

**TENDER ACCEPTANCE LETTER**  
(To be give non Company Letter Head)

DATE:-\_\_\_\_\_

To,  
Superintending Engineer  
AIIMS NAGPUR

**Sub:** Acceptance of Terms & Conditions of  
Tender. Tender Reference No: \_\_\_\_\_

**Name of Tender / Work: "Supply of Diesel at the campus of AIIMS Nagpur".**

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: <https://aiimsnagpur.edu.in/> as per advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents of all pages (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I /we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by department/organization too has also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking/Private organization.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit /Security deposit or both absolutely.

Date:  
Place:

Signature of authorized person  
Full Name & Designation:  
Company's Seal



**Format of Performance Bank Guarantee**

**(To be submitted in Stamp Paper of appropriate value)**

- 1) In consideration of AIIMS Nagpur(hereinafter called "The AIIMS Nagpur") having agreed under the terms and conditions of this Letter of Agreement No. dated \_\_\_\_\_ made between

The AIIMS Nagpur and (here in after called "the SUPPLER service provider" ) for the work of supply of Diesel services for a period of 62months in the campus of AIIMS Nagpur,.(Here in after called "the Letter of Agreement") having agreed to production of an irrevocable bank Guarantee for Rs. (Rupees \_\_\_\_\_ only), as a guarantee from the SUPPLER service provider for compliance of his obligations in accordance with the Terms and Conditions in the said agreement, we \_\_\_\_\_(Indicate the name of the Bank) (hereinafter referred to as "the Bank") hereby undertake to pay to the AIIMS Nagpur an amount not exceeding Rs. (Rupees \_\_\_\_\_ only), on demand by the AIIMS Nagpur.

- 2) We \_\_\_\_\_(Indicate the name of the Bank) do hereby undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from the AIIMS Nagpur stating that the amount claimed is required to meet the recoveries due or likely to be due from the said SUPPLER service provider. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. But, our liability under this guarantee shall be restricted to an amount not exceeding Rs. (Rupees \_\_\_\_\_ only).

- 3) We, the Bank, further under take to pay to the AIIMS Nagpur any money so demanded notwithstanding any dispute or disputes raised by the SUPPLER service provider in any suit or proceeding pending before any Court or Tribunal relating there to, our liability under this present being absolute and unequivocal. The payments so made by us under this bond shall be a valid discharge of our liability for payment there under and the SUPPLER service provider shall have no claim against us for making such payment. We

\_\_\_\_\_ (Indicate the name of the Bank) further agree that the guarantee contained herein shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the AIIMS Nagpur under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-charge on behalf of

The AIIMS Nagpur certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said SUPPLER service provider and accordingly discharges this guarantee.

- 4) We \_\_\_\_\_(Indicate the name of the Bank) further more agree with the AIIMS Nagpur
- 5) That the AIIMS Nagpur shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said SUPPLER service provider from time to time or to postpone for any time or from time to time any of the powers exercisable by the AIIMS Nagpur against the said SUPPLER service provider and to for bear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said SUPPLER service provider or for any forbearance, act of omission on the part of the AIIMS Nagpur or any indulgence by the AIIMS Nagpur to the said SUPPLER service provider or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
- 6) This guarantee will not be discharged due to the change in the constitution of the Bank or the SUPPLER service provider.
- 7) We \_\_\_\_\_(Indicate the name of the Bank) lastly under taken to revoke this guarantee except with the previous consent of the AIIMS Nagpur in writing.
- 8) This guarantee shall be valid up to \_\_\_\_\_unless extended on demand. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. (Rupees \_\_\_\_\_only), and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Signed and sealed dated the \_\_\_\_\_day of \_\_\_\_\_theYear2026  
for \_\_\_\_\_(Indicate the name of the Bank)



## Schedule of Quantities

S/N	Particulars	In Rupee	In Words
1	Discount offered on per liter rate* of Diesel		

\*The rate as decided by government authority/OMCs time to time.

**(Signature of Authorized Signatory. Name of Authorized Signatory)**  
**(Seal & Stamp)**