



**UTKAL UNIVERSITY
VANIVIHAR, BHUBANESWAR**

Invitation of Expression of Interest (E.O.I)

**For Supply, Installation, Testing & Commissioning of
Passenger Lift at Parija Library, Utkal University**

Suma
17.2.26
Registrar
Utkal University



**UTKAL UNIVERSITY
VANIVIHAR, BHUBANESWAR**

EXPRESSION OF INTEREST (EOI)

DEV-III

EOI No. PL/E-110851 9336 12026

Date: 19.08.26

**Expressions of Interest for Supply, Installation, Testing & Commissioning of 1
No. of 8 (Eight) Passenger Lift at Parija Library, Utkal University**

Sealed Expressions of Interest (EOI) are invited from reputed manufacturers / authorized dealers / agencies having adequate experience in Supply, Installation, Testing & Commissioning (SITC) of Passenger Elevators/Lifts in Government Institutions, Universities, Public Sector Undertakings and reputed organizations for installation of Lift at Parija Library, Utkal University, Vani Vihar, Bhubaneswar.

The interested agencies/firms may download the EOI document from the University website or obtain the same from the office of the Development Officer, Utkal University during office hours. The EOI shall remain open for a period of 21 (Twenty-One) days from 19.08.2026 and the last date for submission of EOI shall be 08.09.2026 up to 4.00 PM.

The completed EOI documents along with required credentials, technical documents and financial proposal shall be submitted in sealed cover within the stipulated period through Speed Post, Registered Post or by dropping the same in the designated Drop box kept at the office of the Registrar, Utkal University.

The authority reserves the right to accept or reject any or all EOI applications without assigning any reason thereof.

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17.8.26
Registrar
Utkal University

E.O.I INFORMATION SHEET

Sl.No.	Particulars	Details
1	Name of the Authority	Registrar Utkal University, Vani vihar Bhubneswar-751004
2	Method of Selection	Least Cost Selection Process
3	Date of Issue of EOI	19.08.2026
4	Last date for receipt of Proposal	08.09.2026 up to 4.00 PM
5	Last date & time of seeking EOI clarification	31.08.2026 up to 4.00 PM
6	Date of opening of Technical & Financial Proposal	09.09.2026 at 11.00 AM
7	Bid document Fee (Non-Refundable)	Rs.6000/- (Rupees Six thousand) only in shape of DD issued in favour of Comptroller of Finance ,Utkal University
8	Performance Security	Performance Security would be 10% of contract amount. In case if the Agency/Contractor desire to submit the BG, the BG may be submitted within 7 days from the Date of issue of LOA before signing the agreement by the successful Agency/Contractor
9	Contact Person	Development Officer , Utkal University
10	Postal Address for submission of Proposal	The Registrar Utkal University, Vani vihar Bhubneswar-751004
11	Mode of Submission of proposal	Speed Post/Registered Post/Drop Box by hand only to the address during the office hour only. Submission of bid through any other mode and late bid will be rejected.
12	Place of opening of proposal	Office of the Registrar , Utkal University
13	Website to visit for download of bid document.	https://utkaluniversity.ac.in/

**EXPRESSION OF INTEREST TO PROVIDE QUOTATION FOR SUPPLY, INSTALLATION,
TESTING AND COMMISSIONING OF 01 NO. 08 (EIGHT) PASSENGER ELEVATOR/LIFT
AT PARIJA LIBRARY, UTKAL UNIVERSITY**

TERMS OF REFERENCE

1. Introduction about Parija Library:

Parija Library is one of the major academic infrastructure facilities of Utkal University catering to students, research scholars, faculty members and visitors. Considering the increasing requirement for accessibility, movement of senior citizens, differently-abled persons and transportation of academic materials, it has been proposed to install a modern Passenger Lift in the Parija Library Building.

2. Scope of the EOI:

This Expression of Interest (EOI) is neither an agreement nor an offer by the University/Authority to the prospective bidders or any other party. The purpose of this EOI is to provide relevant information to interested agencies for preparation and submission of their proposals. The scope of work under this EOI shall broadly include Design, Supply, Installation, Testing & Commissioning (SITC) of Passenger Lift at Parija Library, Utkal University along with all allied civil, electrical, mechanical, structural and safety components required for successful operation of the Lift system in conformity with the prescribed technical specifications, standards and site requirements. The successful bidder shall be responsible for complete execution of the work including transportation, installation, testing, commissioning, statutory compliance, safety certification and comprehensive maintenance during the defect liability/warranty period as specified in the EOI document.

3. Site particulars:

Suppliers Manufacturers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their offer as to nature of works, site conditions, means of access to the site etc. Non-familiarity with site condition will not be considered a reason either for extra claims or for not carrying out the work in strict conformity with the specification for site visit and any clarification/information Assistance, the intending supplier/manufacturers may contact Development Officer, Utkal University.

4. Experience & Eligibility Criteria of Supplier:

The bidders should furnish information regarding experience particularly on the following points:

- a. The bidders should be an authorized partner having a direct purchase and support agreement with Origin of Lift Manufacture (OLM)

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- b. A letter of authorization from the principal specific to the tender should be enclosed.
- c. Bidder shall be submitted an annual Turnover of Rs.1.00 (One corer) in any one year of the last 2 financial years certified by CA.
- d. The bidder should have availability of service engineer and or service center operating in and around Bhubaneswar. Communication address and telephone numbers for the same should be provided.
- e. The bidder should have an experience of supplying proposed lift/ elevator to reputed Indian organizations Govt. or Department or other organizations etc. The details of such supplies for the preceding three years should be given with details. Copies of purchase orders must be enclosed.
- f. The bidder will have to submit an undertaking stating that they will not be outsourcing any work specified in this expression of interest document to any other party.
- g. A list of purchase orders of identical lift/ elevator materials offered as per technical specification executed during the last three years along with user's certificate. User's certificate shall be legible and must indicate user's name, address, designation, place of use, and satisfactory performance of the lift/ elevator materials for at least three years from the date of commissioning.
- h. Bidder will have to submit the valid GTS Registration certificate, PAN Card and certificate of registration under company act/ Partnership.

5. Criteria for the Original Lift Manufacturer (OLM) the product:

- i) The OLM of the lifts being quoted by the bidder may have presence in India for more than 3 years.
- ii) OLM should have members participating in international/ National standard bodies like ISO/IEC/EIA/TIA or any international standard body etc.
- iii) The principal vendor should have local offices in India.
- iv) The principal of the bidder should have 24 x 7 technical assistance centre in India and bidders must have service centers or their own in India with engineers qualified to handle the repair and maintenance work.



6. Instructions to Bidders for submission of bids:

The interested Agencies/Bidders may submit their hard copies in sealed envelopes for Technical and Financial bids separately and combined both in 3rd envelope to addressing to The Registrar , Utkal University , Vanivihar , Bhubaneswar on or before 08.09.2026 up to 4.00 PM. EoI inviting authority shall not assume any responsibility for any delayed in submission of the said proposal.

7. Guarantee period:

The Lift/Elevator system covered under this specification shall be guaranteed for satisfactory performance and against any defects in design, materials, workmanship and operation for a minimum period of 36 (Thirty-Six) months from the date of successful commissioning and handing over.

In addition to the warranty period, the successful bidder shall provide free comprehensive servicing and maintenance support for a further period of 24 (Twenty-Four) months including routine inspection, testing, calibration, adjustment and preventive maintenance to ensure uninterrupted and trouble-free operation beyond the guarantee period.

During the free service period, the cost of consumables and spare parts, if required for replacement due to normal wear and tear, shall be charged as per the prevailing approved price list of the manufacturer/company.

The successful bidder shall furnish the Guarantee/Warranty Certificate in triplicate to the purchaser/University authority for record and approval.

Any defect, deficiency or malfunction noticed during the guarantee period, attributable to defective design, inferior materials, poor workmanship or improper installation, shall be rectified or replaced by the supplier entirely at their own cost within 30 (Thirty) days from the date of written intimation by the University authority, failing which the University reserves the right to undertake necessary remedial measures at the risk and cost of the supplier without prejudice to any other rights available under the contract.

8. Security deposit and performance guarantee:

i) To ensure the performance of the contract, performance security is to be obtained-from the successful bidder awarded with the contract. Performance security for an amount of **10% (ten percent)** of the value of the contract shall be furnished in the form of NSC/KVP/Post Office Saving Account/Post Office Term Deposit Account/Bank Guarantee / Demand Draft in favour of the **Comptroller of Finance, Utkal University** from any Nationalized Scheduled Bank in India Counter Guaranteed by a local Branch/Post Office etc. safe guarding the purchaser's interest in all respects.



ii) Performance security should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including guarantee and free service obligations.

iii) Bid security should be refunded to the successful bidder on receipt of performance security.

iv) Performance security will be released @5% on each completed year of the free service period for two years.

v) In case of non-fulfillment of contractual obligation, as required in the detail purchase order/specification, the security deposit shall be forfeited.

9. Penalty for Delay in Completion of Contract:

If the Supplier/Agency fails to complete the Supply, Installation, Testing & Commissioning (SITC) of the Passenger Lift/Elevator within the stipulated period including approved extension, penalty @ 0.5% of the basic contract value of the delayed work per week or part thereof shall be imposed, subject to a maximum of 5% of the contract value. The Lift/Elevator shall be treated as completed only after successful installation, testing, commissioning and handing over along with all accessories and safety components.

Further, if any defect noticed during the guarantee/warranty period is not rectified within 30 days from the date of written intimation by the University authority, penalty @ 0.5% of the total work order value per week or part thereof shall be recovered, subject to a maximum of 10% of the total contract value. In case of continued failure to rectify the defects, the Performance Security/Bank Guarantee shall be liable for forfeiture without further notice.

10. Insurance:

The successful bidder/supplier shall obtain and maintain adequate insurance coverage for all materials, equipment, components and accessories covered under the contract against loss, damage, theft, fire and transit risk until successful delivery, installation, testing and commissioning at site. The responsibility for safe transportation, handling and delivery of the materials in sound condition at the consignee's site shall solely rest with the supplier. Any loss, damage or shortage occurring during transit or handling shall be made good by the supplier at their own cost. Any claim arising out of transit loss or damage shall be settled by the supplier directly with the Insurance Company and/or transport agency. Materials reported damaged, defective or short in quantity by the consignee within 30 (Thirty) days from the date of receipt at site shall be replaced by the supplier free of cost without awaiting settlement of insurance claims.



11. Evaluation:

The Authority shall undertake a detailed evaluation of all EOIs found substantially responsive to determine the bidder's technical competence, experience, compliance with the prescribed specifications and fulfillment of all terms and conditions stipulated in the EOI document. The financial bids of only those bidders who qualify in the technical evaluation shall be considered for final selection of the successful agency.

12. Price Basis & Escalation:

The rates quoted in the Financial Bid shall be in Indian Rupees (INR) only and shall remain firm, fixed and binding throughout the entire period of execution of the work, including any extension thereof. No escalation in price on any account whatsoever shall be entertained after submission of the bid. The quoted price shall include all costs related to Supply, Installation, Testing & Commissioning (SITC) of the Lift/Elevator along with all applicable taxes, duties, transportation, labour, insurance and allied charges. The Authority reserves the right to negotiate the quoted rates with the technically qualified bidders for obtaining the most competitive price and may also adopt reverse bidding/negotiation process, if deemed necessary in the interest of the University.

SCOPE OF WORK AND SPECIFICATION OF ELEVATOR

1. Location:

Parija Library, Utkal University, Vanivihar, Bhubaneswar, Odisha.

2. Specification:

The bidder shall closely study all specifications in detail, as per BoQ. The details are mentioned in the BoQ which is enclosed along with EOI.

TECHNICAL SPECIFICATION

Sl. No.	Particulars	Technical Specification
1	Type of Lift	V3F Type Passenger Lift
2	Capacity	08 Passengers (544 Kg)
3	Speed	0.70 mps
4	No. of Stops & Openings	06 Stops / 06 Openings (Same Side Opening)

Sl. No.	Particulars	Technical Specification
5	Travel Height	Approx. 20 Meter
6	Power Supply	415 Volt A.C., 3 Phase, 50 Hz $\pm 10\%$
7	Control System	A.C. VVVF Drive with Microprocessor Based Controller (Fuji / Innovance)
8	Operation	Simple Down Collective Control
9	Machine	Compact Machine – Henna / Kopti Max / Sharp / Monterray / Petra Type/any other Type
10	Clear Shaft Dimension	As per Existing Shaft
11	Pit Depth	1600 mm
12	Over Travel	4800 mm
13	Indicator	Up-Down Indication Arrows and 7 Segment Display for Car & Floor Position Indicator (Touch Screen)
14	Car Enclosure	Stainless Steel Golden Finish with Glass Finish
15	Car Door	800 mm Centre Opening (CO) SS Glass Finish
16	Landing Door	800 mm Centre Opening (CO) SS Glass Finish
17	Main Rope	13 mm dia $\times$ 3 Nos. Direct Usha Martin
18	Car Fan	Automatic Fan inside Car with Energy Saving Feature
19	False Ceiling	Stainless Steel Designer Sheet
20	Car Flooring	PVC Floor Tiles



Additional Requirements:

Sl. No.	Particulars	Requirement
1	Civil Works	All civil works related to lift installation shall be carried out by the successful bidder/agency.
2	Electrical Load	Provision of 5 KVA, 440 Volt electrical loads for operation of Lift.
3	Electrical Wiring	Power line from meter room to machine room, 02 light points, 01 exhaust fan point and pit light inside lift shaft to be provided by the agency.

3. Scope of work:

The work includes the following:-

1) The supply installation of testing & commissioning of 01 no. 08 (Eight) passenger lift/elevator with accessories, required civil works for erection of lift and electrical works.

2) Testing of lift/elevator

3) To provide one copy of following documentation (on CD/Pen drive and printed manual)

i) Installation manual

ii) Operating manual

iii) Service manual

4. Any other work required for equipment making functional up to the satisfaction of **Registrar , Utkal University.**

Signature with date and seal of the manufacturer/supplier


17.8.26
Registrar
Utkal University

Expression of Interest to provide quotation for Supply, Installation, Testing and Commissioning of 01 no. 08 (Eight) passenger Elevator /lift at Parija Library, Utkal University , Vanivihar, Bhubaneswar, Odisha

PRICE SCHEDULE FORM: Price Schedule for Goods Being Offered from India in INR (Indian Rupees)

(Separate form to be used for each item offered)

Name of the supplier.

Name, Model No and Make of offered Good:

Expression of Interest No.

Delivery Place: Parija Library, Utkal University, Vanivihar, Bhubaneswar, 751004

Sl. No.	Details	Quantity	Amount in INR.
1	Supply, installation, testing and commissioning and training of 01 no. 08 (Eight) passenger Elevators/lift at Parija Library, Utkal University, Vanivihar, Bhubaneswar including all cost, labour charges, carriage and all other incidental charges if any including custom duty but excluding GST with minimum three year warrantee etc. complete at site.	01 No.	
2	Any other charges (Please specify)		
	Total in INR.		

In words:.....

Note: The cost of optional items shall be indicated separately.

I/We Sri/Smt./ M/s..... do hereby express My / our willingness to execute the aforesaid work as per the conditions, standards, specifications, rules, regulations, etc., stipulated in the EoI documents.

Date:

Place:

Signature of the Supplier
Stamp

Most Important: Financial price should be on the letter head of company in the above format with acceptance of the conditions.

