



ಭಾರತೀಯ ಮಾಹಿತಿ ತಂತ್ರಜ್ಞಾನ ಸಂಸ್ಥೆ ಧಾರವಾಡ

भारतीय सूचना प्रौद्योगिकी संस्थान धारवाड़

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DHARWAD

[Institute of National Importance by an Act of Parliament]

Ittagatti Road, Near Sattur Colony, Dharwad 580009, Karnataka, India.

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

For Setting up Temporary Shops during Student Registration – Academic Year 2026–27

File No.: IIITDWD/S&P/2026-27/Shop/01

Date: 27.07.2026

The Indian Institute of Information Technology Dharwad (IIIT Dharwad) invites **Expression of Interest (EOI)** from eligible vendors/firms for setting up **temporary shops** within the Institute campus during the **Student Registration Programme for the Academic Year 2026–27**.

The objective is to facilitate newly admitted students in purchasing essential items required for hostel accommodation immediately after admission.

The temporary shops may be established for sale of the following categories of items:

1. Mattresses, pillows, bed sheets, blankets and other bedding materials.
2. Toiletries and utility items such as buckets, mugs, soaps, detergents, locks, hangers, dustbins and other daily-use essentials.
3. Printout, Xerox, and Stationery items.

The temporary shop shall be permitted **only from 10.08.2026 to 20.08.2026**.

Interested vendors shall submit their proposals on or before **03.08.2026** through email to:

Email: procurement@iiitdwd.ac.in

1. Information to be submitted

The vendor shall submit the following details in the prescribed Annexure:

- Name of the Firm/Vendor
- Name of the Proprietor/Partner/Authorized Signatory
- Registered Address
- Mobile Number
- Email ID
- GST Registration Number
- PAN Number
- Type of Shop/Category
- List of Items Proposed for Sale
- Space Requirement (in Sq. Ft.)
- Details of Previous Experience in supply of similar items
- Copies of supporting documents

Incomplete proposals or proposals without supporting documents are liable to be rejected.

2. Shortlisting of Vendors

1. **A maximum of three (03) vendors** shall be shortlisted and permitted to establish temporary shops within the IIIT Dharwad campus.



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2. The shortlisting shall be carried out by the Institute Committee based on, but not limited to, the following criteria:
 - Submission of all essential documents.
 - Relevant experience in supply of the proposed category of items.
 - Quality and suitability of products.
 - Capability to cater to student requirements.
 - Compliance with statutory requirements.
 - Any other criteria considered necessary by the Institute.
3. Mere submission of an Expression of Interest shall **not confer any right** upon the vendor for allotment of space.
4. The decision of the Institute/Committee regarding shortlisting, selection, rejection, allotment of space or any other matter connected with this EOI shall be **final and binding** on all applicants. **No correspondence, representation, clarification or request for reconsideration shall be entertained.**

3. Allotment of Space and Rent

1. The temporary shop shall be established only at the location allotted by the Institute.
2. The area allotted shall be decided by the Institute depending upon availability of space.
3. The rent/licence fee payable by the vendor shall be determined by the Institute Committee based on the **proposed area (square feet)** required by the vendor.
4. The vendor shall not occupy any area other than the space allotted by the Institute.
5. The Institute reserves the right to relocate or modify the allotted space at any time without assigning any reason.

4. Delivery to Transit Hostels

Students admitted to IIIT Dharwad may be accommodated in **Transit Hostels located at different locations within Dharwad.**

Accordingly, if a student opts for delivery of purchased items to the allotted transit hostel, **the vendor shall arrange delivery of such items to the respective transit hostel without any delay.**

The vendor shall ensure proper packing, transportation and safe delivery of the purchased items. Any dispute arising out of delivery shall be the sole responsibility of the vendor.

5. Communication

Only the **shortlisted vendors** shall be informed through the registered **Email ID** provided in the proposal.



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Accordingly, all applicants shall ensure that the following particulars furnished in the proposal are accurate and valid:

- Registered Address
- Mobile Number
- Email ID
- GST Registration Number
- PAN Number
- Name of Authorized Person

The Institute shall not be responsible for non-receipt of communication due to incorrect or incomplete information furnished by the applicant.

6. Pricing

1. IIIT Dharwad shall not regulate or negotiate the selling price of any item.
2. Vendors shall ensure that all items are sold at **reasonable, competitive and transparent prices**.
3. A printed price list shall be prominently displayed at the temporary shop.
4. Any complaint regarding overpricing, unfair trade practices or misleading information may result in immediate cancellation of permission.

7. Terms and Conditions

1. The permission granted under this EOI is **purely temporary** and shall remain valid **only from 10.08.2026 to 20.08.2026**.
2. This permission shall **not create any right, privilege or legitimate expectation** for continuation, renewal or permanent allotment of shop space within IIIT Dharwad.
3. No claim whatsoever for continuation, extension or permanent establishment of the shop shall be entertained.
4. Vendors shall maintain the allotted premises in a **clean, hygienic and sanitary condition** throughout the permitted period.
5. The vendor shall be solely responsible for maintaining cleanliness in and around the allotted premises and shall remove all waste generated during business hours.
6. No permanent or semi-permanent structure shall be erected.
7. The vendor shall not sublet or transfer the allotted space.
8. The vendor shall comply with all applicable laws, GST provisions, labour laws and statutory regulations.
9. The vendor shall be solely responsible for all staff engaged by him/her.



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10. The Institute shall not be liable for any loss, theft, damage, accident, injury or dispute arising between the vendor and students or any third party.
11. The vendor shall be solely responsible for the security of goods, furniture, equipment, cash and other materials brought into the campus.
12. No loudspeakers, banners, promotional activities or advertisements shall be displayed without prior approval of the Institute.
13. Sale of prohibited, unsafe or substandard items shall not be permitted.
14. The Institute reserves the right to inspect the temporary shop at any time.
15. The Institute may cancel the permission immediately, without prior notice, in case of:
 - Submission of false information or forged documents.
 - Violation of any condition of this EOI.
 - Misconduct or indiscipline.
 - Sale of substandard or prohibited items.
 - Overcharging students.
 - Complaints affecting the reputation or functioning of the Institute.
 - Any act considered detrimental to the interests of the Institute.
16. Upon expiry or cancellation of permission, the vendor shall immediately vacate the allotted space and restore the premises to its original condition.
17. Any damage caused to Institute property shall be recovered from the vendor.
18. The Institute reserves the absolute right to accept or reject any proposal, modify the terms and conditions, cancel the EOI or withdraw the entire process at any stage without assigning any reason. The decision of the Institute shall be final and binding.

Submission Instructions:

The vendor shall submit the Annexure-I on the firm's official letterhead, duly filled in, signed, and stamped by the Proprietor/Authorized Signatory. The duly signed Annexure, along with all supporting documents, shall be compiled and submitted as a single PDF file through the prescribed email on or before the due date.

The PDF shall, at a minimum, include the following documents:

1. Duly filled and signed **Annexure-I** on the vendor's letterhead.
2. Copy of PAN Card.
3. Copy of GST Registration Certificate (where applicable).
4. Copy of Aadhaar Card of the Proprietor/Authorized Signatory.



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5. Experience Certificates/Work Orders/Completion Certificates supporting the claimed experience in the relevant field.
6. Shop & Establishment Registration/Trade Licence (where applicable).
7. Any other supporting documents considered relevant by the vendor.

The entire proposal shall be submitted as a single PDF attachment. Proposals submitted in multiple files, incomplete proposals, unsigned Annexure-I, or proposals received without the required supporting documents are liable to be rejected without further correspondence.

Sd/-

Registrar

IIIT Dharwad



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Annexure-I

VENDOR INFORMATION FORM

Sl. No.	Particulars	Details
1	Name of Vendor/Firm	
2	Name of Proprietor/Partner	
3	Registered Address	
4	Mobile Number	
5	Email ID	
6	GST Registration Number	
7	PAN Number	
8	Category of Shop	
9	List of Items Proposed for Sale	
10	Space Requirement (Sq. Ft.)	
11	Years of Experience	
12	Previous Institutions Served	
13	Documents Enclosed	
14	Signature with Seal	