



REF NO.: IIITM/TENDER/HOS-ACC/2026-27/05A  
Date: 17.04.2026

**NOTICE INVITING TENDER TO RENT RESIDENTIAL BUILDING AS HOSTEL FOR 150-180 STUDENTS AT IMPHAL, MANIPUR**

Indian Institute of Information Technology Senapati, Manipur, invites tenders from eligible Building owners for renting a residential building to be used as a boys' hostel for accommodating 150–180 students at Mantripukhri (City Campus), Imphal. The building should be located within a 5 km radius of IIIT Manipur, Imphal East – 795002, and will be taken on a monthly rental basis for a period of eleven (11) months

Eligible and competent Building owners are requested to submit their offer in prescribed application form under two bid systems. The application form along with other tender details and document can be downloaded from the IIIT Senapati, Manipur website [www.iiitmanipur.ac.in](http://www.iiitmanipur.ac.in).

The duly filled-in application form, complete in all respects should reach the office of the Registrar, IIIT Senapati, Manipur Mantripukhri, Imphal, Pin - 795002 on or before **05<sup>th</sup> May 2026 up to 03.00 P.M.**, and received tender will be opened at **04.00 P.M** on same day in the presence of the bidders or their representatives, if they so desire, at the office of Registrar.

**ESSENTIAL FEATURES OF REQUIRED ACCOMMODATION**

1. The capacity of Buildings should accommodate around 150 – 180 boys' students preferably one or two buildings in the same premises.
2. The distance between IIIT Senapati, Manipur, Imphal campus and hiring building should be within 5KM.
3. The hostel building is required to accommodate preferably 3 students per room.
4. The accommodation should have well ventilated and airy rooms with habitable condition, hygienic environment, neat and clean.
5. Ample number of bathrooms and toilets must be in good condition and hygienic for required No. of students on multiple sharing.
6. The room should be filled with SUFFICIENT tube light/LED light and fans.
7. Electricity and Potable Water for drinking, bathing and cooking, must be available round the clock.



8. All the sanitary and water supply installations connections must have been provided in the facility.
9. Electrical installation and fittings like power plugs, switches, charging points etc. must be in place.
10. In emergency power backup / generator facility should be available.
11. There should be a properly functional CCTV surveillance system, Internet with Wi-Fi facility in the building.
12. The building should have suitable provision and adequate space for running Mess/Dining for students.
13. Enough space should be provided in the building for clothes washing and drying, as well as appropriate provisions for the washing machine points.
14. The Building owner must provide document of Sanctioned Electricity load.
15. Selected party shall be required to execute a lease agreement containing detailed terms & conditions with IIIT Senapati, Manipur, in accordance with the provisions of the law applicable.
16. The Agreement shall be signed for a period of Eleven (11) Months which may be extended for a further period on mutually agreed terms and conditions on the satisfactory report of the students & Authority.
17. Building offered must be free from all encumbrances, claims and legal disputes etc.
18. The electricity and water supply lines / connection shall be provided by the owner at his own cost and expenses. However, the IIIT Senapati, Manipur, shall pay charges for electricity of the said premises during the lease period on the basis of actual consumption and submission of electric bill.
19. Building should be with all the safety features.
20. The IIIT Senapati, Manipur reserves the right to consider/reject any such proposal without assigning any reason. In case of rejection of application, the decision of competent authority will be final and binding and the party shall not be entitled to any compensation whatsoever for non-issue of work.
21. The decision of the IIIT Senapati, Manipur will be final in case of any dispute arising in the implementation of the terms of the contract.
22. Service Maintenance, if any. IIIT Senapati, Manipur will not pay any Holding Tax or dues for hired building.
23. All taxes, all if required to be reimbursed to be included in the rent.



24. Any other salient aspect of the building which the party may like to mention.
25. The agreement for hiring of buildings/accommodation shall come into force immediately after it is executed and shall remain in force for the period agreed upon.
26. PAYMENT: IIIT Senapati, Manipur will only be liable to pay fixed monthly charge, electricity on the basis of actual consumption. Payment will be made month wise on submission of bill and documents.
27. IIIT Senapati, Manipur will not be liable to pay any charge for the normal wear and tear of fittings and fixtures in the Building premises.
28. TERMINATION: The Agreement may be terminated by giving three months' notice by the either party to the Agreement. However, during such notice period the buildings/accommodation along with all ongoing facilities shall remain in the possession of IIIT Senapati, Manipur.
29. Eligible and competent Building owners are requested to submit their offer in prescribed application form under two bid systems in the standard formats prescribed in the Tender documents, displayed as TECHNICAL BID Annexure: 1 & FINANCIAL BID as Annexure :2

All the requisite information should be filled up in prescribed form and the filled-up application form, relevant information and required document should clearly readable and all the pages of the document should be signed by authorized signatory.

**PREPARATION OF BIDS:** The offer/bid should be prepared in two bid systems (i.e.) in prescribed format as Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions and supporting documents. Financial bid should indicate only price.

- I. **Technical Bid** shall contain papers regarding:
  - a) Filled up application for TECHNICAL BID FOR PRE-QUALIFICATION Prescribed as Annexure-"I" duly signed on each page by the authorized signatory of the bidder as a mark of acceptance of all conditions of the EOI.
  - b) Ownership document of the building Or Agreement Copy if the premise is on lease.
  - c) Document for sanctioned Electricity load.
  - d) Income Tax /PAN/GST Registration Certificates
- II. **Financial Bid:** Financial bid should contain Building owners name and monthly Rental including all charges to be quoted by bidder. The Financial has to be submitted in the format as prescribed TENDER FORM as FINANCIAL BID ANNEXER "II".
- III. These envelopes should be securely sealed separately and clearly marked as "Envelope No:1- Technical Bid" and "Envelope No:2- Financial Bid" respectively. The envelopes containing the



Technical bid, financial bid, shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and "BID FOR HIRING OF BUILDING FOR HOSTEL ACCOMMODATION at IMPHAL, MANIPUR".

IV. Sealed quotation to be submitted/ delivered at the address mentioned below,

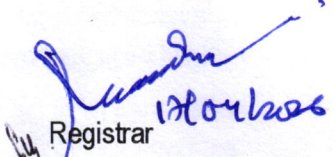
**The Registrar**

**Indian Institute of Information Technology Senapati, Manipur**

**Mantripukhri, Imphal – 795002, Manipur, India**

V. Technical bids submitted by the bidders would be examined and their premises would be inspected by the expert committee constituted by the IIIT Senapati, Manipur.

VI. The financial bids of only those bidders will be opened whose premises have been found to comply with the technical requirements and essential features of the hostel.

  
Registrar  
IIIT Manipur



**ANNEXURE-I: TECHNICAL BID**

**APPLICATION FORM TO RENT RESIDENTIAL BUILDING AS HOSTEL FOR 150 - 180 STUDENTS AT  
 IMPHAL, MANIPUR**

Sl. No.	Requisite Information	Firms Response
1.	Name of The Building owner(s)	
2.	Full Address of the Building owner	
3.	Mobile No.	
4.	Email ID	
5.	PAN No. Detail	
6.	GST Registration Detail	
7.	Legal Status of holding: <ul style="list-style-type: none"> <li>• Building Proprietorship</li> <li>• Other, specify.</li> </ul> (Attach the documentary proof)	
8.	Detail Location & Address of Building offered to be HOSTEL Premises	
9.	<b>Total Area offered for rent</b> Total Carpet Area (in Sq. ft) Total covered area (in Sq. ft) Total Plinth Area (in Sq. ft)	
10.	Distance of offered Hostel Premises from IIIT Senapati, Manipur	
11.	Road width (In Feet)/ Landmark where the accommodation is situated.	
12.	Have Valid Electric Power in offered Building?	
13.	Have alternate provision of Electric supply in the offered Building?	
14.	Attach the Following documents a) Ownership Documents b) No of Fire Extinguishers installed c) Sanctioned Load from respective Authorities. d) PAN Card e) GST Registration Certificate	
15.	Agreed to provide all amenities as per tender document?	
16.	Agreed to sign for a period of Eleven (11) Months which may be extended for	



	a further period?		
17.	Name of Contract Person & Mobile No.	:	
18.	Bank Account Details	:	Name of Bank: Account No.: Account Holder: IFSC Code:

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my application/contact and that IIIT Senapati, Manipur reserves its rights to take such action as it may deem fit in such an eventuality.

(Signature of the authorized Signatory)

Name of signatory:

Name of the Building owner(s):

Date:

Place:



ANNEXURE-II:  
FINANCIAL BID TO RENT RESIDENTIAL BUILDING AS HOSTEL FOR 150 - 180 STUDENTS AT IMPHAL, MANIPUR  
FORMAT FOR QUOTATION SUBMISSION  
(In letterhead of the supplier with seal)

Date:  
Place:

To,  
The Registrar  
Indian Institute of Information Technology Senapati, Manipur  
Mantripukhri, Imphal – 795002, Manipur, India

SN	Description of Charges	Amount
01	Rent of premises for 150 - 180 students for One month	
	Applicable Taxes (if any)	
	Total	

Total Amount in Figures:

Total Amount in Words.

(Signature of the authorized Signatory)

Name of signatory:

Name of the Building owner(s):