NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL

(An Institute of National Importance under Ministry of Education, Govt. of India)
Purchase & Stores Section, Warangal – 506004, Telangana

TENDER DOCUMENT

LICENCE FOR OPERATING A MEN'S SALON AT NIT WARANGAL CAMPUS

(Salon exclusively for men and boys – about 117.54 sq. ft.)

(RE-TENDER – OFFLINE / PHYSICAL BID SUBMISSION)

Tender No.: NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/
Date: 03-11-2026

IMPORTANT – PLEASE READ

- Bids are to be submitted **physically in sealed covers** at NIT Warangal. **No online / CPPP submission and no Digital Signature Certificate (DSC) is required.**
- **No tender fee and no EMD.** A simple Bid Security Declaration (Form-3) is to be signed instead.
- All forms required for the bid are **included in this document (Forms 1 to 6)**. Fill them, sign them and submit them. Letterhead is **not** required.
- Only basic **statutory documents** (PAN, identity proof, shop/trade licence, GST if registered, etc.) are to be enclosed – see the Checklist (Form-5). No solvency certificate, audited accounts or CA certificate is required.
- A **separate tender** is being invited at the same time for the **Women's Salon** (Tender No. NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Women/). You may bid for **either or both**; submit a separate sealed bid for each.
- **Help Desk:** For any help in filling the forms, contact the Purchase & Stores Section on working days, 10:00 AM – 5:00 PM (Phone: 0870- 2462918 / 2462915; Email: dr_ps@nitw.ac.in).

TENDER SCHEDULE

Particulars	Details
Availability of tender document	From 03-11-2026: free download from www.nitw.ac.in, or free hard copy from the Purchase & Stores Section, NIT Warangal, on working days (10:00 AM – 5:00 PM)
Site visit	On any working day up to 20-11-2026, between 10:00 AM and 4:00 PM, with prior phone call to the Purchase & Stores Section
Last date for queries / clarifications	20-11-2026, 5:00 PM (in person, by phone or by email to dr_ps@nitw.ac.in)
Last date & time for submission of bids	24-11-2026, 3:00 PM
Place of submission	Tender Box, Purchase & Stores Section, National Institute of Technology Warangal, Warangal – 506004, Telangana (by hand, Registered/Speed Post or courier)
Opening of Technical Bids (Cover-1)	24-11-2026, 3:30 PM, at the Purchase & Stores Section, in the presence of bidders who wish to attend
Opening of Financial Bids (Cover-2)	Date and time will be intimated to the technically qualified bidders by phone / SMS / email and published on www.nitw.ac.in
Tender fee	Nil
Earnest Money Deposit (EMD)	Nil – Bid Security Declaration (Form-3) to be submitted
Reserve Licence Fee (RLF)	Rs. 25.20 per sq. ft. per month (exclusive of GST)
Bid validity	90 days from the date of opening of Technical Bids
Issuing authority	Deputy Registrar (Purchase & Stores), on behalf of the Director, NIT Warangal. Email: dr_ps@nitw.ac.in; Phone: 0870-2462910 / 2462918 / 2462915; GSTIN: 36AACAN7241H2ZK
Address for Submission of bids	Shri. Veera Manikanth, Deputy Registrar, Purchase and Stores Section, National Institute of Technology Warangal, Kazipet, HANUMAKONDA, TELANGANA – 506004. Tel No. 0870-246 2910 Email: dr_ps@nitw.ac.in

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SECTION 1: NOTICE INVITING TENDER

1.1 Tender Overview

Particulars	Details
Tender No.	NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/
Nature of tender	Grant of licence of Institute premises for operating a Men's Salon (revenue-earning; not a procurement)
Tender type	Open tender, two-cover system (Technical Bid + Financial Bid), **offline physical submission**
Shop area (approx.)	**117.54 sq. ft.** (carpet area; subject to change at the discretion of the Competent Authority)
Reserve Licence Fee (RLF)	**Rs. 25.20 per sq. ft. per month**, exclusive of GST. Minimum monthly licence fee = Rs. 25.20 × 117.54 = **Rs. 2,962/-** + GST
Annual increase in licence fee	5% on each anniversary of the licence (from the 2nd year)
Facilities provided by the Institute	Shop space; electricity and water connections (metered; charges payable by the licensee)
Bid security	Bid Security Declaration (Form-3); no EMD
Performance Security	5% of the annual licence fee, payable after award (Section 6.4). **No separate Security Deposit.**
Period of licence	3 years, extendable by up to 2 years on satisfactory performance
Operating hours	Minimum 9:00 AM to 8:00 PM; may be extended between 7:00 AM and 9:00 PM (Section 5.3)
Basis of award	Highest licence fee per sq. ft. (not below the RLF) among technically qualified bidders

Note: GST at the prevailing rate (presently 18%) is payable over and above the licence fee. This salon shall serve **men and boys only**. A separate tender is invited simultaneously for the **Women's Salon** in the adjoining room (Tender No. NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Women/).

1.2 Invitation for Bids

The Deputy Registrar (Purchase & Stores), National Institute of Technology Warangal, on behalf of the Director, invites **sealed offline bids** from salon operators for **"Operating a Men's Salon at NIT Warangal"** on licence basis. The salon will serve mainly the students, staff and residents of the campus.

- Individuals / sole proprietors, partnership firms, LLPs and companies may bid. **Local salon operators are encouraged to participate.**
- Joint ventures / consortiums are **not** eligible.
- A bidder may bid in this tender, in the tender for the Women's Salon, or in both, by submitting a **separate sealed bid for each**. If the same bidder is the highest bidder in both tenders, both licences may be awarded to that bidder (see Section 7.6).
- Bidders are advised to visit the site before bidding (see Tender Schedule).

SECTION 2: HOW TO PREPARE AND SUBMIT THE BID (OFFLINE)

2.1 Obtaining the tender document

The tender document can be downloaded free of cost from www.nitw.ac.in or collected free of cost from the Purchase & Stores Section. A downloaded / photocopied document is valid for bidding.

2.2 Filling the forms

1. Fill **Forms 1 to 6** given at the end of this document, either by hand (blue/black ink) or typed. Forms may be photocopied. **Letterhead is not required.**
2. Sign every page of the forms, and initial every page of this tender document as acceptance of its terms (the full tender document need not be enclosed if Form-2 is signed).
3. Any correction or overwriting must be initialled by the bidder. Use of correction fluid is not permitted.
4. Self-attest (sign) all copies of documents enclosed.

2.3 Two-cover system

Cover	Contents	Superscription on the cover
Cover-1 (Technical Bid)	Form-1, Form-2, Form-3, Form-4, Form-5 Copies of documents listed in Form-5 **Must not contain any price / licence fee**	"COVER-1: TECHNICAL BID – Men's Salon – Tender No. NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/"
Cover-2 (Financial Bid)	Form-6 (Financial Bid) only	"COVER-2: FINANCIAL BID – Men's Salon – Tender No. NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/"
Outer cover	Cover-1 and Cover-2, both sealed	"TENDER FOR OPERATING MEN'S SALON AT NIT WARANGAL – Tender No. NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/ – DO NOT OPEN BEFORE 24-11-2026, 3:30 PM" Name, address and mobile number of the bidder

A bid in which the licence fee is disclosed in Cover-1 or on any outer cover shall be rejected.

2.4 Submission

1. The sealed outer cover shall be dropped in the **Tender Box at the Purchase & Stores Section** or handed over at the Purchase & Stores Section against acknowledgement, or sent by Registered / Speed Post or courier, so as to **reach before the last date and time**.
2. The Institute is not responsible for any postal / courier delay. Bids received after the deadline shall be returned unopened.
3. Bids sent by email, fax or WhatsApp shall **not** be accepted.
4. A bidder may submit only one bid. A bidder may modify or withdraw the bid before the deadline by a signed letter in a sealed cover marked "MODIFICATION" or "WITHDRAWAL".

2.5 Clarifications and amendments

Queries may be raised in person, by phone or by email to dr_ps@nitw.ac.in up to the date in the Tender Schedule. Any amendment / extension of date will be published on **www.nitw.ac.in**; bidders should check the website before submitting the bid.

2.6 Other instructions

- Bids shall remain valid for **90 days** from the date of opening of Technical Bids.
- All costs of preparing and submitting the bid shall be borne by the bidder.
- Conditional bids shall be rejected.

SECTION 3: ELIGIBILITY CRITERIA AND DOCUMENTS

The bidder must meet all the following criteria. Only the documents mentioned below are required; everything else is covered by the forms in this document.

S. No.	Eligibility criterion	Document to be enclosed in Cover-1
1	**Experience:** Minimum **one year** of experience in operating a men's (gents) salon or a unisex salon anywhere in India, as on the last date of bid submission.	Form-4 (Experience Details), **with any one** of the following: (a) Shop & Establishment registration / Trade licence of the salon; or (b) GST registration certificate showing salon services; or (c) Rent / lease agreement of the salon premises; or (d) Licence / work order from any organisation for running a salon.
2	**Legal status / identity**	Individual / proprietor: any Government-issued photo identity and address proof of the proprietor Partnership: partnership deed Company / LLP: certificate of incorporation
3	**PAN**	Copy of PAN card of the bidder (individual PAN in case of proprietor)
4	**GST registration** – only if the bidder is registered	Copy of GST registration certificate, if registered. If not registered (turnover below the GST threshold), tick the declaration in Form-2. The successful bidder shall obtain GST registration if required by law.
5	**Not blacklisted** by any Government organisation in the last 3 years; no pending criminal case of moral turpitude or economic offence	Declaration in Form-2
6	**Near-relative and one-establishment restrictions** (Sections 7.6 and 9.3)	Declaration in Form-2
7	**Bid security**	Form-3 (Bid Security Declaration)

Not required: Bank solvency certificate, audited balance sheets / CA certificate, EMD or Demand Draft, experience in Government / educational institutions, experience certificates from branded salon chains, company letterhead, Digital Signature Certificate.

MSE / Startup: No separate exemption is needed since no EMD or turnover criterion applies.

SECTION 4: OPENING, EVALUATION AND AWARD

4.1 Opening of Technical Bids (Cover-1)

1. Bids shall be opened by the Tender Committee constituted by the Director at the date, time and place given in the Tender Schedule, **in the presence of bidders or their representatives who wish to attend**. If that day is a holiday, the opening shall take place on the next working day at the same time.
2. The Tender Box shall be opened by the Committee. Each bid shall be numbered and the name of the bidder read out. Cover-1 shall be opened; **Cover-2 shall be kept sealed** and signed across the seal by the Committee members.
3. Attendance of bidders shall be recorded, and bidders present shall sign the opening record.

4.2 Technical evaluation

1. Technical evaluation shall be on a **Qualified / Not Qualified** basis against Section 3. No marks are awarded.
2. If a statutory document listed in Section 3 is missing or unclear, the Committee may ask the bidder to submit it within **3 working days**, provided the document existed on or before the last date of bid submission. No change in the licence fee is permitted.
3. The Institute may verify the information given and may visit the bidder's existing salon.

4.3 Opening of Financial Bids (Cover-2)

1. Cover-2 of only the technically qualified bidders shall be opened in public on a date intimated to them. Cover-2 of the bidders not qualified shall be returned unopened.
2. A licence fee quoted **below the RLF of Rs. 25.20 per sq. ft.** shall be rejected.

4.4 Award

1. The licence shall be awarded to the technically qualified bidder quoting the **highest licence fee per sq. ft. (H1)**.
2. If two or more bidders quote the same highest licence fee, the H1 bidder shall be decided by **draw of lots** in the presence of those bidders.
3. Even if only one valid bid is received, it may be considered for award if the licence fee quoted is not below the RLF.
4. Within **15 days** of the Letter of Award, the successful bidder shall: (a) pay the Performance Security (Section 6.4); (b) execute the licence deed (Section 7.2); and (c) submit staff details for police verification. Operations shall commence within **30 days** of the Letter of Award.
5. If the successful bidder fails to do so, the award may be cancelled and Form-3 invoked, and the next highest bidder (H2) may be offered the licence at the H1 licence fee.
6. The Institute reserves the right to accept or reject any or all bids, or to cancel the tender, without assigning reasons.

SECTION 5: SCOPE OF WORK AND SERVICE STANDARDS

5.1 Scope

1. **Set up the salon** at own cost: furniture, chairs, mirrors, equipment, décor, lighting and fittings.
2. **Provide quality salon services** to students, staff and residents at the rates approved by the Committee (see Section 10).
3. **Display the approved rate list** prominently. No service shall be added and no rate increased without prior approval.
4. **Accept digital payments** (UPI / cards) in addition to cash, and issue a bill / receipt (printed or digital) for every transaction. A GST invoice shall be issued if the licensee is GST-registered.
5. **Maintain a feedback / complaint register** and address complaints promptly.
6. **Cooperate with inspections** by the Committee / authorised officers at all reasonable hours.

5.2 Facilities provided by the Institute

- Shop space (about 117.54 sq. ft.) on “as-is-where-is” basis.
- Electricity and water connections (metered; charges payable by the licensee at the rates notified by the Institute).
- **Not provided:** equipment, furniture, décor, consumables or staff.

5.3 Operating hours

- **Minimum 9:00 AM to 8:00 PM.** The licensee may keep the salon open for longer hours between 7:00 AM and 9:00 PM, or as decided by the Institute.
- One weekly holiday may be observed with the day displayed at the salon and intimated to the Institute.
- The salon shall not be closed for **two or more consecutive working days** without prior approval.

5.4 Service to men

- The salon shall serve **male customers (men and boys) only**.
- Services shall be provided by male staff.

5.5 Hygiene, safety and quality

- Instruments shall be sterilised (boiling water / disinfectant / steriliser) **before each use**; equipment kept clean and stain-free.
- A **fresh, single-use blade** for every customer; re-use of blades is strictly prohibited.
- Clean apron and towel for each customer.
- Only standard, reputed-brand products (e.g., Lakme, L’Oreal, Lotus, Habib’s, Shahnaz Husain or equivalent); no spurious or expired products.
- First-aid kit and antiseptic to be kept ready; care to be taken to avoid injuries.
- Adequate lighting, mirrors, ventilation and fans / air-coolers; air-conditioning is desirable.
- Regular pest and mosquito control.
- **At least two fire extinguishers** (CO_2 and Dry Chemical Powder types) to be installed and maintained, in view of electrical equipment and chemicals used.

5.6 Staff

- Stylists shall have at least **one year of practical experience** in a salon, or a training certificate from any recognised institute (e.g., under Skill India / Beauty & Wellness Sector Skill Council). The licensee shall furnish staff details with a self-declaration of their experience before starting operations.
- Staff shall be able to communicate in Telugu and in English or Hindi.
- Staff shall wear clean uniforms and Institute-issued ID cards, maintain personal hygiene and behave courteously.

- Police verification of all staff is mandatory before deployment; health certificates of staff to be maintained and produced on demand.
- No staff shall stay on the premises overnight or outside working hours.
- Any staff member found misbehaving or unfit shall be replaced within 48 hours of notice.

5.7 Waste management

- Segregate biodegradable and non-biodegradable waste at source; hair waste to be bagged separately in leak-proof bags.
- Hand over waste only to authorised Greater Warangal Municipal Corporation (GWMC) personnel / the Institute's waste collection system.
- No waste shall be put into drains, thrown out of windows or fed to animals. Cost of any drainage damage shall be recovered from the licensee in addition to penalty.

5.8 Prohibited activities

- Sharing, franchising, sub-letting or taking a partner without written permission.
- Allowing unauthorised persons to occupy or use the premises.
- Using the premises for any purpose other than a salon.
- Employing child labour, or persons with contagious / infectious diseases.
- Consumption of tobacco / alcohol on the premises.
- Keeping animals, or parking vehicles other than for loading / unloading.
- Making any alteration to the premises without prior written approval.
- Any activity that brings disrepute to the Institute.

SECTION 6: FINANCIAL TERMS

6.1 Licence fee

Component	Details
Monthly licence fee	Rate quoted (Rs. per sq. ft.) × 117.54 sq. ft. (or the area actually allotted)
Minimum (at RLF)	Rs. 25.20 × 117.54 = Rs. 2,962/- per month + GST
Annual increase	5% on each anniversary of the licence, on the licence fee of the preceding year
GST	At the prevailing rate (presently 18%), payable over and above the licence fee
Due date	On or before the **7th of every month, in advance**
Electricity and water	As per actual metered consumption at the rates notified by the Institute, payable along with the licence fee
Mode of payment	Online transfer (NEFT / RTGS / UPI) or Demand Draft to the Institute account below

Institute bank account: Beneficiary: DIRECTOR NIT WARANGAL; A/c No.: 52109375198; IFSC: SBIN0020149; State Bank of India, NIT Complex Branch, Warangal – 506004.

The licence fee shall be revised proportionately if the area allotted changes. The licensee shall not make any deduction from the amounts payable.

6.2 Late payment

- Delay in payment beyond the due date attracts a penalty of **Rs. 50/- per day** of delay.
- Non-payment for **three months** is a serious breach and a ground for termination; the Institute may also disconnect electricity / water after such default.

6.3 Revision of utility charges

Electricity, water and other charges are subject to revision by the Institute / Government authorities from time to time.

6.4 Performance Security

- **Amount:** 5% of the annual licence fee. (Example at RLF: Rs. 25.20 × 117.54 × 12 × 5% = **Rs. 1,778/-**.)
- **Form:** Online transfer, Demand Draft, Fixed Deposit Receipt pledged to the Director, NIT Warangal, or Bank Guarantee from any scheduled commercial bank – at the option of the licensee.
- **When:** Within 15 days of the Letter of Award.
- **Validity / refund:** For the licence period plus 2 months; refunded without interest after handover of the premises and clearance of all dues.
- **Recovery:** Dues, penalties and damages not paid on demand may be recovered from the Performance Security. The licensee shall restore it to its full amount within 15 days of any recovery.
- **No separate Security Deposit** is required.

6.5 Damages

Any loss of or damage to the premises, fittings, utilities or other Institute property, **whether due to negligence or otherwise** (normal wear and tear excepted), shall be assessed by the Institute and charged to the licensee. The amount shall be paid within 15 days of demand, failing which it shall be recovered from the Performance Security and / or any amount due to the licensee. The assessment of the Institute shall be final.

SECTION 7: GENERAL TERMS & CONDITIONS OF LICENCE

7.1 Licence and period

- The licence to run the men's salon is granted for **3 years** from the date of commencement.
- It may be extended by **up to 2 years** on satisfactory performance, on review by the Committee and approval of the Director.
- Decision on extension / non-extension shall be communicated in advance before expiry.

7.2 Licence deed

- The successful bidder shall execute a licence deed on a non-judicial stamp paper of Rs. 100/- (as per Telangana stamp duty requirements), in duplicate, at own cost. The original is retained by the Institute.
- The licensee is a **bare licensee**; no tenancy, lease or ownership right in the premises is created.

7.3 Control and supervision

The Institute (Director / Dean (SW) / Estate Officer / Committee) retains overall control and supervision over rates, services, quality, hygiene, timings and conduct. Decisions of the Committee on rates are binding on the licensee.

7.4 Permitted use

The premises shall be used only for running a men's salon for men and boys. Services may be added or modified only with prior written approval.

7.5 Statutory licences

The licensee shall obtain, at own cost, all licences / registrations required by law for running a salon (e.g., trade licence, Shops & Establishments registration, GST if applicable) and comply with their conditions. The Institute is not responsible for any lapse.

7.6 Exclusive operation and one establishment

- The licensee shall operate the salon personally or through own staff. Sharing, franchising, sub-letting or partnership is not permitted.
- **One establishment only:** Individuals / firms already operating a commercial establishment on the campus, along with their near relatives, are not eligible for allotment of another establishment.
- **Exception:** The Men's Salon and the Women's Salon were earlier offered as a single unit. Award of both licences to the same bidder, if that bidder is the highest bidder in both tenders, shall therefore not be barred by the above condition.

7.7 Exit and handover

On expiry or termination, the licensee shall, within **7 days**, hand over vacant and peaceful possession of the premises in good and clean condition (normal wear and tear excepted), clear all dues and obtain a no-dues certificate. The licensee may remove its own equipment and furniture without causing damage to the premises; electrical fittings, plumbing and other fixed installations shall not be removed without approval. If the premises are not vacated in time, the Institute may take possession, remove the belongings at the licensee's risk and cost, and levy unauthorised occupation charges. Items not claimed within one month may be disposed of by the Institute. The licensee shall continue services until the last day and cooperate in transition to the next licensee.

7.8 Force majeure

Neither party shall be liable for failure or delay caused by events beyond control (acts of God, natural calamities, pandemics, etc.). Timelines and obligations may be extended or waived as decided by the Institute.

7.9 Indemnity

The licensee shall indemnify and keep the Institute harmless against all claims, losses and liabilities arising from any injury, loss or damage caused to the Institute, students or any other person due to the acts or negligence of the licensee or its staff (including use of chemicals or electrical equipment).

7.10 Dispute resolution

This licence is governed by the laws of India. Courts at Warangal / Hanamkonda, Telangana alone shall have jurisdiction. The decision of the Director, NIT Warangal on any matter arising out of this licence shall be final, subject to applicable law.

SECTION 8: PENALTIES AND TERMINATION

8.1 Penalties

Penalties may be levied on complaints or surprise checks, after the complaint is examined by the Committee / authorised officer and the licensee is given an opportunity to explain:

S. No.	Violation	Penalty per instance (Rs.)
1	Violation of any condition not listed below	1,000
2	Not keeping the salon open during operating hours	500
3	Charging above approved rates / adding services without approval	2,000
4	Poor personal hygiene of staff	500
5	Use of spurious / expired products or re-use of blades	5,000
6	Misbehaviour with customers / creating nuisance	1,000
7	Possession or consumption of tobacco / alcohol on the premises	5,000
8	Premises not kept clean and hygienic	1,000
9	Staff on duty without uniform / ID card	200 per worker
10	Damage to Institute property	Actual cost, as per Section 6.5

Repeated violations may lead to termination of the licence.

8.2 Termination

The Institute may terminate the licence **with immediate effect** if the licensee:

- causes harm to any student / customer;
- fails to pay dues for three months;
- commits a serious breach of the tender conditions, licence deed or any law;
- engages in any activity bringing disrepute to the Institute; or
- sub-lets or allows unauthorised use of the premises.

Otherwise, **either party** may terminate the licence by giving **two months'** written notice. On termination, any continued occupation shall be unauthorised, and the Institute may disconnect utilities. Dues may be recovered from the Performance Security. The decision of the Director shall be final, subject to applicable law.

SECTION 9: LABOUR AND STATUTORY COMPLIANCE

9.1 Labour laws

The licensee shall comply with all labour laws **as applicable**, including the Child Labour (Prohibition & Regulation) Act, 1986, the Payment of Wages Act, 1936, minimum wage laws, and the Employees' State Insurance Act, 1948 and the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 where the number of employees attracts them. The Institute shall have no liability towards the licensee's staff.

9.2 Prohibition on near relatives of Institute employees

Near relatives of NIT Warangal employees are **not** eligible to participate in this tender. "Near relative" means: members of a Hindu Undivided Family; spouse; father, son(s), son's wife (daughter-in-law); daughter(s) and daughter's husband (son-in-law); brother(s) and brother's wife; sister(s) and sister's husband; and brother(s)-in-law. Bidders shall declare in Form-2.

SECTION 10: INDICATIVE PRICE LIST OF SERVICES

The rates below are **indicative only** and are **not** to be quoted by the bidder. Final rates shall be fixed by the Committee after award, in consultation with the successful bidder, keeping in view affordability for students. Additional services may be offered with the Committee's approval.

Category	Service (Gents)	Rate (Rs.)
Hair Cut	Basic Haircut / Trimming	100
	Fancy Hair Cut	150
	Head Shaving / Tonsure	80
	Hair Wash with Shampoo	80
	Kids Hair Cut	80
Grooming	Shaving	50
	Beard Trimming	50
	Fancy Beard Trimming	80
Face Care	Face Clean Up	150
	Moist Facial	450

FORM-1: BIDDER INFORMATION

(To be placed in Cover-1. Letterhead not required.)

Tender No.: NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/ – Licence for Operating a Men's Salon at NIT Warangal

S. No.	Particulars	Details (to be filled by bidder)
1	Name of the bidder (individual / firm / company)	
2	Name(s) of proprietor / partners / directors	
3	Legal status (tick): Individual / Proprietor | Partnership | LLP | Company	
4	Name and full address of the salon(s) presently / previously run by the bidder	
5	Address for correspondence	
6	Mobile number(s)	
7	Email ID (if any)	
8	PAN	
9	GST registration no. (or write "Not registered")	
10	Shop & Establishment registration / Trade licence no. (if any)	
11	Total years of experience in running a salon	
12	Number of male staff proposed for the NIT Warangal salon: ____	
13	ESI / EPF registration no. (if applicable)	
14	Bank account details for refund of Performance Security (bank, branch, A/c no., IFSC)	

Signature of Bidder	
Name	
Name of Salon / Firm	
Mobile No.	
Date	
Place	

Seal (if any)

FORM-2: DECLARATION AND UNDERTAKING

(To be placed in Cover-1. Tick (✓) the boxes and sign.)

To
The Deputy Registrar (Purchase & Stores), National Institute of Technology Warangal, Warangal – 506004

Sub: Tender No. NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/ – Licence for Operating a Men's Salon at NIT Warangal – Declaration.

I / We, _____ (name of bidder), hereby declare and undertake that:

☐ I / We have read and understood all the terms and conditions of this tender document and **accept them unconditionally**.

☐ All information furnished and documents enclosed are true and correct. I / We understand that any false information shall lead to rejection of the bid or termination of the licence.

☐ I / We have **not been blacklisted / banned / suspended** by any Central / State Government organisation or PSU during the **last three years**.

☐ No criminal case involving moral turpitude or economic offence is pending against me / us.

☐ I / We am / are **not a near relative** of any employee of NIT Warangal (as defined in Section 9.2).

☐ Neither I / we nor my / our near relatives presently operate any other commercial establishment on the NIT Warangal campus.

☐ GST status (tick one): ☐ Registered under GST (copy enclosed) ☐ Not registered, as my turnover is below the GST threshold. I shall obtain registration if it becomes required by law.

☐ I / We shall serve **male customers only** through male staff, and all staff shall be police-verified before deployment.

☐ I / We shall comply with all applicable labour laws and statutory requirements, and shall pay the licence fee, GST and utility charges on time.

☐ I / We am / are authorised to sign this bid on behalf of the bidder.

Signature of Bidder	
Name	
Name of Salon / Firm	
Mobile No.	
Date	
Place	

Seal (if any)

FORM-3: BID SECURITY DECLARATION

(In lieu of EMD. To be placed in Cover-1.)

To
The Deputy Registrar (Purchase & Stores), National Institute of Technology Warangal, Warangal – 506004

Ref: Tender No. NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/ – Licence for Operating a Men's Salon at NIT Warangal

I / We, _____ (name of bidder), hereby declare that:

1. I / We understand that, as per the tender conditions, bids must be supported by a Bid Security Declaration in place of Earnest Money Deposit.
2. I / We accept that I / we shall be **suspended from participating in any tender / licence of NIT Warangal for a period of two years** from the date of such action, if I / we:
   (a) withdraw or modify the bid during the bid validity period; or
   (b) after being awarded the licence, fail to pay the Performance Security, fail to execute the licence deed, or fail to commence operations within the stipulated time.
3. This declaration shall cease to apply if I / we am / are not the successful bidder, on the expiry of the bid validity period or on award of the licence to another bidder, whichever is earlier.

Signature of Bidder	
Name	
Name of Salon / Firm	
Mobile No.	
Date	
Place	

Seal (if any)

FORM-4: EXPERIENCE DETAILS

(To be placed in Cover-1, with any one supporting document for each salon – see Section 3, item 1.)

Details of salon(s) run by the bidder (at least one salon with a minimum of one year of operation):

S. No.	Name and address of salon	Type (Gents / Ladies / Unisex)	Period of operation (from – to)	Own / rented / institutional licence	Document enclosed
1					
2					
3					
4					

Note: The Institute may verify the above details and may visit the salon(s) mentioned.

Signature of Bidder	
Name	
Name of Salon / Firm	
Mobile No.	
Date	
Place	

Seal (if any)

FORM-5: CHECKLIST OF DOCUMENTS (COVER-1)

(Tick the documents enclosed and place this checklist on top of Cover-1.)

S. No.	Document	Enclosed (Yes / No / Not applicable)	Page no.
1	Form-1: Bidder Information		
2	Form-2: Declaration and Undertaking		
3	Form-3: Bid Security Declaration		
4	Form-4: Experience Details		
5	Experience proof – any one: Shop & Establishment registration / Trade licence / GST certificate / rent agreement / licence or work order		
6	Identity and address proof of proprietor (individual), or partnership deed / certificate of incorporation (firm / company)		
7	PAN card copy		
8	GST registration certificate (only if registered)		
9	Power of attorney / authorisation, if the bid is signed by a person other than the proprietor / partner / director		

Remember: (1) Do **not** put the licence fee in Cover-1. (2) Put Form-6 alone in Cover-2 and seal it. (3) Put both covers in the outer cover, seal it and write the tender name, tender number and your name, address and mobile number on it (Section 2.3).

Signature of Bidder	
Name	
Name of Salon / Firm	
Mobile No.	
Date	

Seal (if any)

FORM-6: FINANCIAL BID (COVER-2)

(To be placed ALONE in Cover-2 and sealed. Do not write the licence fee anywhere else.)

To
The Deputy Registrar (Purchase & Stores), National Institute of Technology Warangal, Warangal – 506004

Ref: Tender No. NITW/PS-NIQ/G2798/DeanSW/2026-27/SalonShop-Men/ – Licence for Operating a Men's Salon at NIT Warangal

I / We, _____ (name of bidder), having read and accepted all the terms and conditions of the tender, offer the following licence fee:

Description	Licence fee offered (Rs. per sq. ft. per month, excluding GST)
In figures	Rs. _____ per sq. ft. per month
In words	Rupees _____ per sq. ft. per month

Note:

1. The licence fee offered must be **not less than the Reserve Licence Fee of Rs. 25.20 per sq. ft. per month**; a lower offer shall be rejected.
2. Monthly licence fee = rate offered × 117.54 sq. ft. (or area actually allotted). GST is payable extra at the prevailing rate.
3. If there is a difference between the figures and the words, the amount in **words** shall prevail.
4. The licence fee shall increase by 5% on each anniversary of the licence (Section 6.1).
5. The award shall be made to the bidder quoting the highest licence fee per sq. ft. (Section 4.4).

Signature of Bidder	
Name	
Name of Salon / Firm	
Mobile No.	
Date	
Place	

Seal (if any)