



# CIMP Business Incubation & Innovation Foundation

CIN No.: U85300BR2021NPL055752

Mithapur Institutional Area, Patna-800001.

Ph.: 0612-2366004/15/21/34/62 | Email: [startup@cimp.ac.in](mailto:startup@cimp.ac.in) | website:  
[www.cimp.ac.in](http://www.cimp.ac.in)



No. CIMP-BIIF/B.HUB/1/26-Housekeeping Services

Date: 09.01.2026

## **QUOTATION INVITATION NOTICE**

B-HUB, located at the 5<sup>th</sup> Floor, A-Block, Maurya Lok Complex, Patna-800001, and operated by the CIMP Business Incubation & Innovation Foundation (CIMP-BIIF), invites quotations from interested and eligible agencies for the selection of a service provider for providing Housekeeping Services at the said office premises.

Interested agencies are invited to submit quotations separately for **Housekeeping Services** along with the required documents mentioned below, **on or before 29.01.2026**.

### **Required Documents:**

1. Registration Certificate from the Labour Department
2. Registration Certificate of the Agency / Company
3. The registered office or one of the regional/branch offices of the tenderer must be in Bihar/Patna.
4. EPF Registration Certificate
5. ESI Registration Certificate
6. GST Registration Certificate
7. PAN Card
8. Affidavit stating that the agency is not blacklisted
9. Minimum **03 (three) years** of work experience of the agency
10. The selected service provider agency shall deposit **one month's remuneration of the manpower provided** as **Security Money** in this office.
11. **Preparation and Submission of Tender:**
  - a. All documents/papers should be numbered, signed and sealed on each page.
  - b. The rates should be quoted for the services to be provided as per Annexure-A
  - c. Sealed Quotation should be addressed and submitted to **Chief Executive Officer, CIMP Business Incubation & Innovation Foundation (CIMP-BIIF) Mithapur Institutional Area, Patna- 800001, by 15:00 hrs. of 29<sup>th</sup> January, 2026.**
  - d. Quotation submitted or received after the closing date and time will not be considered and shall be returned unopened.
  - e. B.HUB is managed by CIMP-BIIF and funded by Department of Industries (DoI) as per the MoU executed with DoI. Accordingly, the tenure of the Housekeeping Services contract shall be co-terminus with the approval and availability of funds from the Department of Industries.

**Note:** This office reserves the right to **accept or reject any quotation without assigning any reason.**

Sd/-  
**Chief Executive Officer**  
**CIMP-BIIF**

-----



# CIMP Business Incubation & Innovation Foundation

CIN No.: U85300BR2021NPL055752

Mithapur Institutional Area, Patna-800001.

Ph.: 0612-2366004/15/21/34/62 | Email: [startup@cimp.ac.in](mailto:startup@cimp.ac.in) | website:

[www.cimp.ac.in](http://www.cimp.ac.in)



## ANNEXURE-A

### FINANCIAL BID

(To be printed on the Letter Head of the agency and submitted in a separate sealed Cover-II super scribed as “Financial Bid”)

S.N.	Particulars	Unit*	Rate**per persons per month (₹)	Amount per month (₹)
01	Housekeeping Supervisor	01		
02	Male/Female Housekeeping	01		
03	Management Fee/Services Charges	-		
04	GST	-		
			Total	

\* Excluding Relievers. Exact number may vary as per housekeeping requirements assessed from time-to-time.

\*\* The consolidated and all-inclusive quoted rates should not contain the wages component less than the minimum wages of Govt. of Bihar and must contain the break-up in the following structure:

S.N.	Description	Percentage (To be read in conjunction with the latest rules/acts/notifications of the government)	Housekeeping Supervisor (per unit)	Housekeeping Staff (per unit)
01.	Basic wages plus VDA# per month	-		
02.	ESI			
03.	EPF			
04.				
05.	Leave/Weekly Offs			
06.				
07.	Any others			
08.		Total Grand		

# Variable Dearness

Allowance P.S.:

NO overwriting(s)/correction(s)/interlineation(s) etc. are permitted in the Financial Bid. Any such instance as such, if found, shall invite summary rejection of the bid.





# CIMP Business Incubation & Innovation Foundation

CIN No.: U85300BR2021NPL055752

Mithapur Institutional Area, Patna-800001.

Ph.: 0612-2366004/15/21/34/62 | Email: [startup@cimp.ac.in](mailto:startup@cimp.ac.in) | website:

[www.cimp.ac.in](http://www.cimp.ac.in)



No. CIMP-BIIF/B.HUB/1/26-Security Services

Date: 09.01.2026

## **QUOTATION INVITATION NOTICE**

B-HUB, located at the 5<sup>th</sup> Floor, A-Block, Maurya Lok Complex, Patna-800001, and operated by the CIMP Business Incubation & Innovation Foundation (CIMP-BIIF), invites quotations from interested and eligible agencies for the selection of a service provider for providing Security Services at the said office premises.

Interested agencies are invited to submit quotations separately for Security Services along with the required documents mentioned below, **on or before 29.01.2026**

### **Required Documents:**

1. Registration Certificate from the Labour Department
2. Registration Certificate of the Agency / Company
3. The registered office or one of the regional/branch offices of the tenderer must be in Bihar/Patna.
4. EPF Registration Certificate
5. ESI Registration Certificate
6. GST Registration Certificate
7. PAN Card
8. Affidavit stating that the agency is not blacklisted
9. Minimum **03 (three) years** of work experience of the agency
10. The bidder must have a valid (as on bid submission date) license for security services of the Private Security Agencies (Regulation) Act, 2005 (Act-29 of 2005, Government of India) as amended/revised by the Bihar Private Security Agencies Rules-2011.
11. The selected service provider agency shall deposit **one month's remuneration of the manpower provided** as **Security Money** in this office.
12. **Preparation and Submission of Tender:**
  - a. All documents/papers should be numbered, signed and sealed on each page.
  - b. The rates should be quoted for the services to be provided as per **Annexure-A**
  - c. Sealed Quotation should be addressed and submitted to **Chief Executive Officer, CIMP Business Incubation & Innovation Foundation (CIMP-BIIF) Mithapur Institutional Area, Patna- 800001, by 15:00 hrs. of 29<sup>th</sup> January, 2026.**
  - d. Quotation submitted or received after the closing date and time will not be considered and shall be returned unopened.
  - e. B.HUB is managed by CIMP-BIIF and funded by Department of Industries (DoI) as per the MoU executed with DoI. Accordingly, the tenure of the Security Services contract shall be co-terminus with the approval and availability of funds from the Department of Industries.

**Note:** This office reserves the right to **accept or reject any quotation without assigning any reason.**

Sd/-

**Chief Executive Officer  
CIMP-BIIF**



# CIMP Business Incubation & Innovation Foundation

CIN No.: U85300BR2021NPL055752

Mithapur Institutional Area, Patna-800001.

Ph.: 0612-2366004/15/21/34/62 | Email: [startup@cimp.ac.in](mailto:startup@cimp.ac.in) | website:

[www.cimp.ac.in](http://www.cimp.ac.in)



**CIMP-BIIF**  
सर्व सिद्धि मूलम् उद्यमिता

## ANNEXURE-A

### FINANCIAL BID

(To be printed on the Letter Head of the agency and submitted in a separate sealed Cover-II super scribed as “Financial Bid”)

S.N.	Particulars	Unit*	Rate**per persons per month (₹)	Amount per month (₹)
01	Security Supervisor	01		
02	Male/Female Security Staff	01		
03	Management Fee/Services Charges	-		
04	GST	-		
			Total	

\* Excluding Relievers. Exact number may vary as per housekeeping requirements assessed from time-to-time.

\*\* The consolidated and all-inclusive quoted rates should not contain the wages component less than the minimum wages of Govt. of Bihar and must contain the break-up in the following structure:

S.N.	Description	Percentage (To be read in conjunction with the latest rules/acts/notifications of the government)	Security Supervisor (per unit)	Security Staff (per unit)
01.	Basic wages plus VDA# per month			
02.	ESI			
03.	EPF			
04.				
05.	Leave/Weekly Offs			
06.				
07.	Any others			
08.		<b>Total Grand</b>		

# Variable Dearness

Allowance

P.S.:

NO overwriting(s)/correction(s)/interlineation(s) etc. are permitted in the Financial Bid. Any such instance as such, if found, shall invite summary rejection of the bid.

