



IITH/MS/empanel/Laundry/2023

Date: 06.07.2023

IITH is empaneling the Laundry Service providers for the residents at IITH. Interested service providers are advised to submit in the prescribed form along with a copy of all the required documents at MS Section, Room No.222B, IIT Hyderabad, Kandi, Sangareddy- 502 284:

Terms & Conditions:

1. The vendor shall pay a sum of Rs. 10,000/-(Rupees Ten Thousand only) as Security Deposit, which will be refunded, without any interest thereof, based on satisfactory completion of his service or whenever the vendor desires to withdraw the services from IITH after adjusting the amount of any damage caused to the premises by any omission or discrepancy on the part of the vendor or his employee. The security deposit may be in the form of Demand Draft (DD) or transfer to IITH Account mentioned below and submit a copy of proof of payment along with the application form:

Bank Name: SBI

Bank Account No. : 30412797764

Account Name: Indian Institute of Technology Hyderabad

IFSC Code: SBIN0014182

Branch: IITH Kandi.

2. The vendor shall collect clothes, bed sheets etc. from the Quarters and return the same within two days after cleaning/washing or pressing/ironing.
3. Any loss owing to negligence/mishandling by the laundry staff at any stage in the laundering process, the bidder is liable for replacement of the damaged item with a new one of the same quality and quantity.
4. The vendor/staff deployed by the vendor for collection & delivery of clothes should be able to speak English/Hindi.
5. The vendor will have to register all his employees who will be working in the Laundry/ deployed for collection & delivery from IITH residents, along with a copy of their photographs, residential details for clearance by the IITH security.
6. The vendor/his staff shall carry the Identity Card/Gate Pass issued by IITH at all times while they are in the IITH premises, approved by the IITH.
7. Service hours will be from 08:00 AM to 08:00 PM daily.

Sd/
Registrar

APPLICATION FORM

S.No.	Particulars	Mark (√), (N.A) or (X) whichever is applicable/enclosed.
1	Name of the vendor	
2	Address: Contact Number: Email:	
3	Shop License/Registration Certificate (if any)	
4	Copy of Aadhar & PAN Card	
5	Copy of GST Registration, if applicable	
6	Details of Experience (if provided the laundry services elsewhere)	
7	Security deposit	
8	Details of equipment along with images	
9	Acceptance of terms & conditions	

Signature of the vendor as a token of Acceptance