

**Notice for engagement of  
Technical Consultancy Firm**

Indian Institute of Carpet Technology (IICT), Chauri Road, Bhadohi-221401 (U.P.), seeks to engage a GST registered professional firm to provide consultancy, technical documentation, and reporting services for the research project "Development of Dyeing Process of Woolen Carpet Yarn using Plant-Based Natural Dyes." The deadline for submission is within 7 days. For more information, visit: [iiict.ac.in](http://iiict.ac.in)

**Director, IICT**

## **Terms & Conditions for engagement of Technical Consultancy Firm**

**Indian Institute of Carpet Technology (IICT), Bhadohi Project:** *Development of Dyeing Process of Woolen Carpet Yarn using Plant-Based Natural Dyes.*

IICT, Bhadohi, invites proposals from GST-registered professional firms to provide expert consultancy and technical documentation services. This is a short-term engagement for a duration of two (2) months, focused on the successful completion and reporting of our natural dye research project.

**Responsibilities and Scope** The selected firm will handle the following key areas:

- **Process Documentation:** Recording all technical dyeing methods, experimental data, and process parameters.
- **Formal Reporting:** Developing high-quality project reports and presentation materials for institutional stakeholders.
- **Project Support:** Providing expert consultancy to ensure all project outcomes meet established industry standards.
- **Final Archiving:** Preparing technical results for formal publication.

### **Eligibility Criteria**

- Must be a GST-registered firm.
- Prior experience in technical writing or textile-related consultancy is preferred.
- The firm must have the capacity to start work immediately.

### **Submission Procedure**

Due to the urgent nature of the project, please follow these guidelines:

- **Timeframe:** Total engagement is for 2 months.
- **Submission Deadline:** Proposals must be submitted within 7 days of this notice.
- **Format:** Submit your proposal in a sealed envelope marked: "Proposal for Consultancy Services - Natural Dye Project."
- **Address:** To, The Director, Indian Institute of Carpet Technology (IICT), Chauri Road Bhadohi-221401

**Contact for Inquiries** for any clarifications regarding the scope or submission process, please contact: **Dr. Anu Mishra** | **Mob:** +91-9935792794 | **Email:** ictdmc@rediffmail.com

### **Payment Terms & Conditions**

The payment shall be released in two installments, subject to satisfactory progress and completion of work as evaluated by IICT:

- **First Installment (50%)** shall be paid at the end of one month upon completion of at least 60% of the proposed work, subject to the satisfaction and judgment of IICT.
- **Final Installment (50%)** shall be paid at the end of the second month upon successful completion of 100% of the proposed work, strictly as per the satisfaction and judgment of IICT.
- Payment will be made only after submission of progress reports and final deliverables as prescribed by IICT.
- No advance payment shall be made.

## (On Firm's Letterhead)

### **Proposal for engagement of Technical Consultancy Firm**

**Project:** *Development of Dyeing Process of Woolen Carpet Yarn using Plant-Based Natural Dyes*

Date: \_\_\_\_ / \_\_\_\_ / 2026

To,  
The Director  
Indian Institute of Carpet Technology (IICT)  
Chauri Road, Bhadohi – 221401

### **1. Firm Details**

Name of Firm: \_\_\_\_\_  
Registered Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Mobile No.: \_\_\_\_\_  
Email ID: \_\_\_\_\_  
GST Registration No.: \_\_\_\_\_

### **2. Brief Experience / Capability**

(Short description of experience in consultancy / technical documentation / textile or research-related work – max 4–5 lines)

---

---

### **3. Scope of Services Proposed**

We propose to provide the following services:

- Process documentation
- Professional reporting
- Consultancy support
- Final archiving / publication preparation

### **4. Duration of Engagement**

Total Duration: **2 months**

- Month 1: Minimum 60% of work completion
- Month 2: 100% completion with final report submission

## 5. Financial Quote (Inclusive of all Taxes)

Total Professional Fee: Rs. \_\_\_\_\_  
(In words: \_\_\_\_\_)

### Payment Terms (accepted):

- 50% payment after 1st month on completion of at least 60% work, subject to satisfaction of IICT.
  - Final 50% payment after 2nd month on successful completion of 100% work, subject to satisfaction of IICT.
- 

## 6. Declaration

We hereby declare that:

- We are a GST-registered firm.
- We agree to all terms and conditions mentioned in the Notice issued by IICT, Bhadohi.
- The information provided in this proposal is true and correct.
- We are capable of starting the work immediately upon selection.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Authorized Signatory: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_